



Confirmed Minutes

Ordinary Meeting of Council

Tuesday, 21 October 2025

Commencing at 6.00pm

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NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe

Ordinary Council

Meeting

Held on Tuesday, 21

October 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.

AGENDA

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

1. **DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

The Chief Executive Officer declared the meeting open at 6.01pm.

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

The Chief Executive Officer acknowledged Honorary Freeman Keith Rowe and partner Christine also in attendance in the public gallery.

2. **SWEARING IN OF NEWLY ELECTED COUNCILLORS**

The Chief Executive Officer invited Honorary Freeman Keith Rowe to preside over swearing in of new Councillors. The Chief Executive Officer invited Benno Sutherland and Bill Auburn to undertake swearing in as new Councillors.

The Chief Executive Officer informed Council that he had received a notice of resignation from Councillor elect Max Szulc and that it likely to have an extraordinary election in the new year to fill this vacancy.

3. **ELECTION OF PRESIDENT**

Chief Executive Officer called for nominations for role of Shire President. Two nominations were received (Cr Gibson, Cr Mudie) and voting undertaken. Honorary Freeman Keith Rowe assisted and acted as scrutineer. Cr Gibson received 4 votes and Cr Mudie received 2 votes. The Chief Executive Officer declared Cr Gibson as the new Shire President.

4. **ELECTION OF DEPUTY PRESIDENT**

Chief Executive Officer called for nominations for role of Shire Deputy President. Two nominations were received (Cr Miloseski, Cr Mudie) and voting undertaken. Honorary Freeman Keith Rowe assisted and acted as scrutineer. Cr Mudie received 4 votes and Cr Miloseski received 2 votes. The Chief Executive Officer declared Cr Mudie as the Shire Deputy President.

Honorary Freeman Keith Rowe presided over swearing in of Cr Gibson as Shire President and Cr Mudie as Deputy President.

The CEO thanked Keith Rowe for his assistance and asked Cr Gibson to take responsibility of the meeting as the presiding officer.

5. **RECORD OF ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE**

Elected Members:

Cr Mark Mudie

Cr Sue Leighton

Cr Robert Miloseski

Cr Rachel Gibson

Cr Benno Sutherland

Cr Bill Auburn

OFFICERS

| | |
|--------------|-----------------------------------------------------|
| Matthew Bird | (Chief Executive Officer) |
| Natalie Bell | (Executive Manager Project and Regulatory Services) |
| Paul Spencer | (Executive Manager Infrastructure Services) |

VISITORS

Mr. Keith Rowe JP (Honorary Freeman of the Shire)

Christine Rowe, Elaine Mudie, Zelda Edwardes, and Geoff Vivian (Esperance Weekender)

APOLOGIES

| | |
|----------------|----------------------------------------|
| Les Mainwaring | (Executive Manager Corporate Services) |
|----------------|----------------------------------------|

LEAVE OF ABSENCE

Nil

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

7. PUBLIC QUESTIONS TIME

Nil

8. DECLARATIONS OF INTEREST

Nil.

9. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Auburn applied for leave of absence from 17 December 2025 to 31 January 2026.

Council Decision

Moved by Cr Miloseski and seconded by Cr Mudie

Resolution # 94/25

That Council approve Cr Auburn's request for leave of absence from 17 December 2025 to 31 January 2026.

Carried 6/0

10. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

10.1 ORDINARY COUNCIL MEETING MINUTES 16 SEPTEMBER 2025

(Attachment: Yellow 7.1) Statutory Environment:

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

COUNCIL DECISION:

Moved by Cr Leighton and seconded by Cr Miloseski

Resolution # 95/25

That the minutes and associated attachments of the Ordinary Council Meeting held on 16 September 2025 be CONFIRMED as a true and correct record.

Carried 6/0

11. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

Cr Mudie

- Along with Shire CEO, attended meeting with Mia Gous, new FQM Regional Operations Manager (Australia and Mauritania). FQM priority remains to reopen the local mining operation and continues to invest significant dollars to maintain the plant in readiness.
- Attended the Shire information stand at Hopetoun markets.
- Attended the recent local pony club event.
- Attended the recent clay target event.
- Was part of Regional Road Groups meeting that considered a late application from the Shire of Denmark re a road funding project.
- Attended the farewell dinner for our three departing Councillors.
- I'd like to praise our Shire roads teams, really good response to recent feedback from local farming groups re road conditions.
- Harvest is about to commence and I wish everyone a safe harvest period, please be careful on the roads.

Cr Miloseski

- Attended the recent WALGA Conference in Perth, met with a lot of exhibitors, two have followed up directly since then.
- Upcoming Hopetoun VFES Fire Mitigation Family Fun Day event Sunday 26 October.
- I welcome our two new Shire Councillors to the team.

Cr Auburn

- Attended the Medallion Metals meeting earlier today.

Cr Sutherland

- Attended the Medallion Metals meeting as well.

Cr Leighton

- Attended the WALGA Conference and supplier exhibition.
- Hopetoun markets Shire information stand.
- Farewell dinner for the three departing Crs.
- Attended the Vivian Wildlife Exhibition opening at Windspray Arts venue.
- Acted as botanic tour guide recently for Casey Tours visit.
- Attended the Dirt n Dusty car rally event.
- Attended the over 55 Kayaking event.
- Was called out for three snake relocation activities.

- Attended the clay target event.

Cr Gibson

- Attended the Munglinup Community Group meeting.
- Containers for Change for the MCG group.
- Ravensthorpe Cellars tasting event.
- Attended the Ravensthorpe Community Cooperative meeting.
- Attended the WALGA Conference, great opportunity for networking and meeting with suppliers/exhibitors.
- Attended the Shire roads sub group meeting, discussed best use of graders, signage and speed limits.
- Attended the farewell dinner for three departing Crs.
- Attended the clay target event, some 48 participants.

12. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

13. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

14. MATTERS ARISING FROM COMMITTEES OF COUNCIL

14.1 RAVENSTHORPE BUSH FIRE ADVISORY COMMITTEE (BFAC) UNCONFIRMED ORDINARY MEETING MINUTES

| | |
|--------------------------------|--------------------------------------------------------------------------------|
| File Reference: | ES.ME.1 |
| Location: | N/A |
| Applicant: | Bush Fire Advisory Committee |
| Author: | Executive Manager Project and Regulatory Services |
| Authorising Officer | Chief Executive Officer |
| Date: | 4 October 2025 |
| Disclosure of Interest: | Nil |
| Attachments: Red 14.1 | Meeting Minutes (Unconfirmed) – BFAC Ordinary Meeting 09 September 2025 |
| Previous Reference: | N/A |

PURPOSE

1. The BFAC is a committee of Council, formed under Council Policy LO2 in order to promote and encourage volunteerism and to make the Shire of Ravensthorpe a safe community by managing fire risk.

BACKGROUND

2. LO2 provides that the committee shall meet as often as its chairperson and/or the Council decides, but no less than two times per year, once in September and once in March.

COMMENT

3. The Ordinary meeting addressed several items carried over from the March 25 meeting, confirmed the previous minutes, and received the officer's reports and correspondence.

OFFICER & COMMITTEE DECISION

The minutes of the Bushfire Advisory Committee Ordinary Meeting held on Tuesday, 11 March 2025 to be confirmed as a true and correct record of proceedings.

Moved: Reece Laycock Seconded: Keith Rowe Carried: Y

BFAC Committee Motion

That the correspondence be received

Moved: Gary Webster Seconded: Rod Daw Carried Y

BFAC Committee Motion

That the Officers Reports be received

Moved: Richard Norrish Seconded: Paul Chambers Carried Y

4. A number of items were presented and noted or considered by the BFAC operational Working Group (OWG) for consideration by the BFAC. Motions were put for recommendation to Council and Council endorsement;
 - Trial of a Fire mapping product known as LandTraxx, post a presentation by the application developer.
 5. General business included a review of Council Policies. This review was based on changes to Policies due to Fire Control Notice updates, minor updates and updates to align with statutory amendments. The following changes were discussed;
 - 10.1. **Review of Council Policies** 10.1.1. **LO1 – Bush Fire Control – Camping and Cooking Fires** recommended changes to include;

Conditions of Use

Fires cannot be lit when there is a Total Fire Ban

Fires cannot be lit or must be extinguished if the Shire calls a Harvest and Vehicle Movement Ban

Fires must be contained within a suitable enclosure ie cement or steel fire pit, bbq or similar

Fires must not be lit within 3 metres of the bush or other inflammable material

Fires must be extinguished fully after use

A responsible person must attend the fire at all times

Adequate water must be present to extinguish the fire

Outcome: Remove the last line regarding adequate water supply
 - 10.1.2. **LO2 – Bush Fire Advisory Committee**
- NB recommended to update to include 3 x DCBFCO's and
- Note that the Chair will be the Shire President (or Delegate) and that the Deputy Chair will be elected annually at the AGM
- Outcome: Agreed**
- 10.1.3. **LO3 – Bush Fire Control - Burning Restrictions**
- Burning on Sundays to be advertised as per the statutory requirements (not included in the FCN As currently worded)
- Remove reference to Very High.
- Outcome: Agreed**
6. Discussion was also around loading and offloading on properties under Harvest and Vehicle Movement Bans. This is currently allowed by the Shire on application but with conditions. This was agreed to be further discussed at the next OWG, and for the status quo to remain until then.
7. All other general business items were noted or agreed.

BFAC Committee Motion

That the General Business outcomes are agreed or noted.

Moved: Rod Daw

Seconded: Reece Laycock

Carried Y

CONSULTATION

8. Bush Fire Advisory Committee

STATUTORY ENVIRONMENT

9. *Bus Fires Act 1954*

POLICY IMPLICATIONS

10. LO1, LO2, LO3 – Minor amendments to be endorsed.

FINANCIAL IMPLICATIONS

11. Nil.

RISK MANAGEMENT

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

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---------------------------|------------|---------------|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Performance (Operational) | Possible | Minor | Low | Improved communication through Operational Working Group to BFAC. Increased training options and requirements |
| Reputational | Unlikely | Minor | Low | Continue to provide advice to BFBs. Work closely with DFES and DBCA for coordinated and effective approaches, such as cooperative MOUs Promote fire safety to the community through public education and involvement |
| Environmental | Rare | Insignificant | Very Low | Continue to review current fire-fighting practices to improve operational effectiveness SOPs introduce fall-back and containment requirements and rehabilitation procedures |

ALTERNATE OPTIONS

13. Council do not endorse the recommendations.

STRATEGIC ALIGNMENT

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

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

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

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

| Item | Objectives and Strategies |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.2 | Community groups function well with strong volunteer effort and feel supported by the community |
| 2.3 | People feel that their community is safe for all, free of nuisance and protected from risk of damage |
| 2.5 | Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment |

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

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

15. Simple Majority

COUNCIL DECISION

Moved by Cr Auburn and seconded by Cr Mudie

Resolution # 96/25

That Council:

1. **RECEIVE the Unconfirmed Minutes of the Bush Fire Advisory Committee Ordinary Meeting held 09 September 2025; and**
2. **RECEIVE THE BFAC Correspondence;**

| | | |
|-------------------------------------|-------------------|-----------|
| BFAC Committee Motion | | |
| That the correspondence be received | | |
| Moved: Gary Webster | Seconded: Rod Daw | Carried Y |

3. **RECEIVE the BFAC Officers Reports.**

| | | |
|---------------------------------------|-------------------------|-----------|
| BFAC Committee Motion | | |
| That the Officers Reports be received | | |
| Moved: Richard Norrish | Seconded: Paul Chambers | Carried Y |

4. **ENDORSE changes to the Shire of Ravensthorpe Policies LO1, LO2 and LO3.**

Carried 6/0

15. REPORTS OF OFFICERS

15.1 EXECUTIVE SERVICES

15.1.1 DELEGATES FOR COMMITTEES

| | |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| File Reference: | GR.ME.8 |
| Location: | Shire Ravensthorpe |
| Applicant: | Nil |
| Author: | Chief Executive Officer |
| Authorising Officer | Chief Executive Officer |
| Date: | 13 October 2025 |
| Disclosure of Interest: | Nil |
| Attachments: Green 15.1.1 | 1. List of Committees Table 2. WALGA Great Southern Country Zone 3. CONFIDENTIAL Officer Recommendation for Independent Chair |
| Previous Reference: | N/A |

PURPOSE

1. Council to appoint and confirm delegates to committees of Council, local community groups and organisations as required, and to appoint independent chair to the Council's Audit Committee.

BACKGROUND

2. Council appoints delegates to committees of Council and to local community groups and organisations every two (2) years during election year.
3. The appointment of three new Councillors at October 2025 elections requires Council to review and confirm delegations to the various nominated committees.
4. This review process also allows Councillors to propose changes to other committee delegations if desired.

COMMENT

5. Current appointments are as per the attachment 1. Committee List and were endorsed by Council via resolution number 82/24 at the 17 September 2024 OCM.
6. Attachment 2 to this report provides useful background information regarding the Shire's membership to the WALGA Great Southern Country Zone.
7. Following recent reforms to the Local Government Act 1995, local governments will be required to have an independent chairperson for their Audit committee. The committee is also being renamed an "audit, risk and improvement committee" (ARIC), and if a deputy is appointed they must also be independent. The independent chair and deputy cannot be elected council members or employees of the local government, a change intended to increase oversight and transparency. Confidential Attachment 3 lists the officer recommendation for the appointment of an independent chair to the ARIC for Council's consideration.
8. Each Councillor is entitled to sit or represent council on at least one committee.
9. Council is required to determine delegates and formally adopt the appointments with a Council resolution. Committees of Council require Absolute Majority, while community committees and groups only require a Simple Majority.

CONSULTATION

10. Councillors.

STATUTORY ENVIRONMENT

11. *Local Government Act 1995*

POLICY IMPLICATIONS

12. Nil.

FINANCIAL IMPLICATIONS

13. Nil.

RISK MANAGEMENT

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

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|------------------------------------------------------------------------------------------------------------------|------------|-------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Performance (Operational) Communication between community and Shire is poor and ineffective | Possible | Minor | Low | Improved communication through delegates representing Council at community meetings. |
| Reputational The Council and Shire is perceived as not in touch with local community and relevant issues. | Likely | Moderate | Medium | Look at ways to advance continual improvement. Promote community engagement through public involvement. Listen to community concerns. |

ALTERNATE OPTIONS

15. Council may allocate delegates by consensus, and where consensus is not achievable then via formal resolution. Council may reject the officer recommendation for the nomination of the independent chair of the ARIC.

STRATEGIC ALIGNMENT

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

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

Outcome 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 |
| 5.3 | 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

17. Absolute Majority for Committees of Council and Simple Majority for other.

COUNCIL DECISION

Moved by Cr Miloseski and seconded by Cr Auburn

Resolution # 97/25

That Council ADOPT the new schedule for delegates to Committees of Councils as listed in below table 1.

| Table 1: Council Delegates to Committees of Council | |
|------------------------------------------------------------|--------------------------------------------|
| Committee name | October 2025 Councillor delegate |
| Audit Risk and Improvement Committee | Full Council with Independent Chair |
| Bushfire Advisory Committee | Member – Cr Mudie |
| | Deputy – Cr Sutherland |
| CEO Performance Review | Member – President Cr Gibson |
| | Member - Deputy President Cr Mudie |
| | Member – Cr Leighton |
| Ravensthorpe Tourism Advisory Group | Delegate – Cr Leighton |
| | Proxy – Cr Miloseski |

Carried 6/0 (absolute majority required)

COUNCIL DECISION

Moved by Cr Auburn and seconded by Cr Sutherland

Resolution # 98/25

That Council ADOPT the new schedule for delegates to Committees of regional groups, and local community and sporting groups as listed in below table 2.

| Table 2: Council delegates to other groups not formed as a Committee of Council | |
|----------------------------------------------------------------------------------------|------------------------------------------|
| Committee name | |
| Great Southern Road Group | Delegate – Cr Mudie |
| | Proxy – Cr Sutherland |
| | Proxy – Cr Auburn |
| Local Emergency Management Committee | Delegate – President Cr Gibson |
| | Proxy - Deputy President Cr Mudie |
| Development Assessment Panel | Delegate – Cr Miloseski |
| | Delegate – Cr Leighton |
| | Proxy – Cr Gibson |
| | Proxy – Cr Auburn |
| Hopetoun Progress Association | Delegate – Cr Miloseski |
| | Proxy – Cr Auburn |
| Munglinup Community Group | Delegate – Cr Leighton |

| | |
|----------------------------------------------------------|-------------------------|
| | Proxy – Cr Sutherland |
| Hopetoun Community Resource Centre | Delegate – Cr Gibson |
| | Proxy – Cr Leighton |
| Ravensthorpe Community Resource Centre | Delegate – Cr Gibson |
| | Proxy – Cr Auburn |
| Fitzgerald River National Park Advisory Group | Delegate – Cr Leighton |
| | Proxy – Cr Mudie |
| Ravensthorpe Agricultural Initiative Network | Delegate – Cr Mudie |
| | Proxy – Cr Sutherland |
| Fitzgerald Biosphere Community Collective | Delegate – Cr Leighton |
| | Proxy – Cr Gibson |
| Hopetoun District Recreation Association | Delegate – Cr Auburn |
| | Proxy – Cr Sutherland |
| Ravensthorpe Historical Society | Delegate – Cr Leighton |
| | Proxy – Cr Mudie |
| Ravensthorpe Town Team | Delegate – unassigned |
| | Proxy – unassigned |
| Hopetoun Town Team | Delegate – unassigned |
| | Proxy – unassigned |
| GEDC Regional Coordination Group | Delegate – Cr Gibson |
| | Proxy – Cr Leighton |
| Jerdacuttup Community Association | Delegate – Cr Gibson |
| | Proxy – Cr Auburn |
| Jerdacuttup Ravensthorpe Nickel Operations Working Group | Delegate – Cr Gibson |
| | Proxy – Cr Miloseski |
| North Ravensthorpe Community Group | Delegate – Cr Mudie |
| | Proxy – Cr Sutherland |
| Ravensthorpe Community Centre | Delegate – Cr Leighton |
| | Proxy – Cr Gibson |
| WALGA Great Southern Country Zone | Delegate – Cr Gibson |
| | Delegate – Cr Auburn |
| | Proxy – Cr Mudie |
| Medallion Metals Community Group (New) | Delegate – Cr Miloseski |
| | Proxy – Cr Auburn |

Carried 6/0 (simple majority required)

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Leighton

Resolution # 99/25

That Council ENDORSE the officer recommendation for appointment of an Independent Chair for the Audit Risk, and Improvement Committee (ARIC) as per Confidential Attachment 3.

Carried: 6 / 0 (Absolute Majority required)

Following Council formal endorsement as per above, the CEO announced the Independent Chair for the Shire ARIC as Mr Keith Rowe.

15.2 CORPORATE SERVICES

15.2.1 MONTHLY FINANCIAL REPORT – 30 SEPTEMBER 2025

| | |
|--------------------------------|----------------------------------------------------------------------|
| File Reference: | N/A |
| Location: | Shire of Ravensthorpe |
| Applicant: | Nil |
| Author: | Executive Manager Corporate Services |
| Authorising Officer | Executive Manager Corporate Services |
| Date: | 14 October 2025 |
| Disclosure of Interest: | Nil |
| Attachments: | Orange 15.2.1 Monthly Financial Reports for 30 September 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 September 2025 Monthly Financial Reports.

COMMENT

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

CONSULTATION

4. Nil

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

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

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

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Auburn

Resolution # 100/25

That Council:

RECEIVE the September 2025 Monthly Financial Reports as presented.

Carried 6/0

15.2.2 SCHEDULE OF ACCOUNT PAYMENTS – SEPTEMBER 2025

File Reference: GR.ME.8
Location: Shire Ravensthorpe
Applicant: Shire Ravensthorpe
Author: Finance Officer
Authorising Officer: Executive Manager Corporate Services
Date: 3 October 2025
Disclosure of Interest: Nil
Attachments: Pink 15.2.2 Creditors List of Accounts Paid September 2025
 Credit Card Transactions to 01 September 2025
 Fuel Card Transactions September 2025
Previous Reference: N/A

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 01/09/2025 – 30/09/2025

| 2025-26 | | | | | | |
|--------------|----------------|-------------------|------------------|----------------|-------------------|------------------|
| Month | Cheques | EFT Pymts | Direct Debits | Credit Card | Total Creditors | Payroll |
| Jul | 16,109 | 1,225,413 | 66,010 | 9,775 | 1,317,307 | 385,331 |
| Aug | 11,947 | 690,502 | 111,771 | 9,270 | 823,490 | 324,609 |
| Sep | 8,381 | 582,206 | 99,197 | 10,260 | 700,043 | 345,534 |
| 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 | 36,437 | 2,498,121 | 276,978 | 29,305 | 2,840,840 | 1,055,473 |
| 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 That Council does not receive the schedule of account payments. | Rare | Insignificant | Very Low | That Council receives the schedule of account payments. |

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Sutherland

Resolution # 101/25

That Council:

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

Carried 6/0

16. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

Nil.

18. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

Nil.

19. CLOSURE

The Presiding Member declared the meeting closed at 6.46pm.