



# **Agenda**

Special Council Meeting

Tuesday, 07 April 2026

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# NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe Special Meeting of Council

will be held on Tuesday, 7 April 2026  
commencing at 2.00pm

Ravensthorpe Council Chambers

Nicole O'Neill JP  
Chief Executive Officer

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## **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.

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# AGENDA

**Mission Statement**      *To grow our community through the provision of leadership, services and infrastructure.*

## 1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President to declare the meeting open.

The Shire President to acknowledge the Traditional Owners of the land on which we meet, and pay respect to Elders past, present, and emerging.

## 2. SWEARING IN OF NEWLY ELECTED COUNCILLORS

The Freeman of the Shire to officiate Declaration of Office for the Elected Councillors.

S.2.29 of the *Local Government Act (1995)* requires the newly Elected Councillor to make a declaration prior to performing the duties of a Council Member.

*'S.2.29 Declaration*

- (1) A person elected as an elector mayor or president or as a councillor has to make a declaration in the prescribed form before acting in office.*
- (2) A person elected by the council as mayor, president, deputy mayor, or deputy president has to make a declaration in the prescribed form before acting in office.*
- (3) A declaration required by this section is to be taken or made before a prescribed person.*
- (4) A person who acts in an office contrary to this section commits an offence. Penalty: \$5'000 or imprisonment for one year.*

The form of the declaration is that prescribed by regulation 13 of the Local Government (Constitution) Regulations 1998 (Form 7) and is to be made before a person before whom a statutory declaration can be made under the Oaths, Affidavits and Statutory Declarations Act 2005. Mr. Keith Rowe JP (Honorary Freeman of the Shire) will officiate for this purpose/

## 3. ELECTION OF DEPUTY PRESIDENT

Section 2.6 of the Local Government Act 1995 (Act) specifies the civic offices constituting a council of a local government are those of the President Deputy President and the Councillors.

### **How the Deputy President is elected:**

The council is to elect a Councillor (other than the president) to fill the office.

- The election is to be conducted in accordance with the procedure prescribed by the president, or if he or she is not present, by the Chief Executive Officer.

- Nominations for the office are to be given to the Chief Executive Officer in writing before the meeting or during the meeting before the close of nominations.
- Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.
- If a Councillor is nominated by another Councillor the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, orally or in writing, that he or she is willing to be nominated for the office.
- The council members are to vote on the matter by secret ballot as if they were electors voting at an election.
- Subject to clause 9(1) the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.
- As soon as is practicable after the result of the election is known, the person conducting the election is to declare and give notice of the result in accordance with regulations.
- The Chief Executive Officer is to declare and give notice of the result in accordance with regulation 11F of the Local Government (Constitution) Regulations 1998.

#### **4. SWEARING IN OF THE DEPUTY PRESIDENT.**

Section 2.29 of the Local Government Act 1995 requires a person who has been elected as Deputy President to make a declaration in the prescribed form before acting in the office.

The form of the declaration is that prescribed by regulation 13 of the Local Government (Constitution) Regulations 1998 (Form 7) and is to be made before a person before whom a statutory declaration can be made under the Oaths, Affidavits and Statutory Declarations Act 2005. The Freeman of the Shire Mr Keith Rowe JP will officiate for this purpose.

#### RECORD OF ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

##### **Elected Members:**

Cr Rachel Gibson (Shire President)  
Cr Sue Leighton  
Cr Robert Miloskeski  
Cr Bill Auburn  
Cr Benno Sutherland

##### **Councillors Elect Members**

Cr Helen Burton  
Cr Geoff Fyfe

**Officers:**

Nicole O'Neill JP (Chief Executive Officer)

**Visitors:**

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

**MEMBERS OF THE PUBLIC**

**APOLOGIES**

**LEAVE OF ABSENCE**

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

Nil.

**6. PUBLIC QUESTION TIME**

In accordance with section 5.24 of the Local Government Act 1995, a 15-minute public question time is provided to allow members of the public the opportunity to ask questions of Council on matters of concern.

As this is a Special Council Meeting, Public Question Time is limited to questions that relate directly to the purpose of the meeting.

**7. DECLARATIONS OF INTEREST**

Nil.

**8. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

**9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Nil.

**10. ANNOUNCEMENTS / REPORTS BY ELECTED MEMBERS**

Nil.

**11. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil.

**12. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil.

**13. MATTERS ARISING FROM COMMITTEES OF COUNCIL**

Nil.

## 14. REPORTS OF OFFICERS

### 14.1. EXECUTIVE SERVICES

#### 14.1.1. DELEGATES FOR COMMITTEES

<b>File Reference:</b>	<b>GR.ME.8</b>
<b>Location:</b>	<b>Shire Ravensthorpe</b>
<b>Applicant:</b>	<b>Nil</b>
<b>Author:</b>	<b>Executive Assistant</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>07 April 2026</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>1. Previous Committee Table with elected Members.</b>
<b>Previous Reference:</b>	<b>N/A</b>

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### PURPOSE

1. Council to appoint and confirm delegates to committees of Council, local community groups and organisations as required.

### BACKGROUND

2. Council appoints delegates to committees of Council and to local community groups and organisations every two (2) years during election year.
3. Current appointments are as per the attachment 1. Committee List and were endorsed by Council via resolution 99/25 of October 2025

### COMMENT

4. At the March Extraordinary Election Helen Elizabeth Burton and Geoffrey Neil Fyfe have been duly elected as Councillors for the Ravensthorpe District.
5. The election provides an opportunity to review the membership to committees of Council, local community groups and organisations as required.
6. Committees of Council require Absolute Majority, while community committees and groups only require a Simple Majority.
7. Council currently has the following Committees of Council:
  - Audit Risk and Improvement Committee
  - Bushfire Advisory Committee
  - CEO Performance Review
  - Ravensthorpe Tourism Advisory Group
8. Council has representation on the following groups which are not formed as a Committee of Council
  - Great Southern Road Group
  - Local Emergency Management Committee
  - Development Assessment Panel
  - Hopetoun Progress Association
  - Munglinup Community Group
  - Hopetoun Community Resource Centre
  - Ravensthorpe Community Resource Centre

- Fitzgerald River National Park Advisory Group
- Ravensthorpe Agricultural Initiative Network
- Fitzgerald Biosphere Community Collective
- Hopetoun District Recreation Association
- Ravensthorpe Historical Society
- Ravensthorpe Town Team
- Hopetoun Town Team
- GEDC Regional Coordination Group
- Jerdacuttup Community Association
- Jerdacuttup Ravensthorpe Nickel Operations Working Group
- North Ravensthorpe Community Group
- Ravensthorpe Community Centre

WALGA Great Southern Country Zone  
Medallion Metals Community Group

#### **CONSULTATION**

9. N/A

#### **STATUTORY ENVIRONMENT**

10. *Local Government Act 1995*

#### **POLICY IMPLICATIONS**

11. Nil.

#### **FINANCIAL IMPLICATIONS**

12. Nil.

## RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational The Council and Shire is perceived as not in touch with local community and relevant issues.	Likely	Moderate	Medium	<p>Look at ways to advance continual improvement.</p> <p>Promote community engagement through public involvement.</p> <p>Listen to community concerns.</p> <p>Ensure representation on local community groups.</p>

## OPTIONS

14. Council may allocate delegates by consensus, and where consensus is not achievable then via formal resolution.
15. Council may reject the officer recommendation for the nomination of the independent chair of the ARIC and provide reasons.
16. Council may defer a decision and request further information.

## STRATEGIC ALIGNMENT

17. 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

18. Absolute Majority for Committees of Council
19. Simple Majority for delegates to Committees of regional groups, and local community and sporting groups

### OFFICER RECOMMENDATION

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

<b><i>Table 1: Council Delegates to Committees of Council</i></b>	
<b><u>Committee name</u></b>	<b><u>April 2026 Councillor delegate</u></b>
<b>Audit Risk and Improvement Committee</b>	<b>Full Council with Independent Presiding Member plus Independent Deputy to the Presiding Member.</b>
<b>Bushfire Advisory Committee</b>	<b>Member –</b>
	<b>Deputy –</b>
<b>CEO Performance Review</b>	<b>Member – President Gibson</b>
	<b>Member - Deputy President</b>
	<b>Member –</b>
<b>Ravensthorpe Tourism Advisory Group</b>	<b>Delegate –</b>
	<b>Proxy –</b>

Moved:

Seconded:

Carried: \_\_\_/\_\_\_  
**(Absolute Majority required)**

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

<b><i>Table 2: Council delegates to other groups not formed as a Committee of Council</i></b>	
<b><u>Committee name</u></b>	
<b>Great Southern Road Group</b>	<b>Delegate –</b>
	<b>Proxy –</b>
<b>Local Emergency Management Committee</b>	<b>Delegate – President Gibson</b>
	<b>Proxy - Deputy President</b>
<b>Development Assessment Panel</b>	<b>Delegate –</b>
	<b>Delegate –</b>
	<b>Proxy –</b>

	Proxy –
<b>Hopetoun Progress Association</b>	Delegate –
	Proxy –

<b>Munglinup Community Group</b>	Delegate –
	Proxy –
<b>Hopetoun Community Resource Centre</b>	Delegate –
	Proxy –
<b>Ravensthorpe Community Resource Centre</b>	Delegate –
	Proxy –
<b>Fitzgerald River National Park Advisory Group</b>	Delegate –
	Proxy –
<b>Ravensthorpe Agricultural Initiative Network</b>	Delegate –
	Proxy –
<b>Fitzgerald Biosphere Community Collective</b>	Delegate –
	Proxy –
<b>Hopetoun District Recreation Association</b>	Delegate –
	Proxy –
<b>Ravensthorpe Historical Society</b>	Delegate –
	Proxy –
<b>Ravensthorpe Town Team</b>	Delegate –
	Proxy –
<b>Hopetoun Town Team</b>	Delegate –
	Proxy –
<b>GEDC Regional Coordination Group</b>	Delegate –
	Proxy –
<b>Jerdacuttup Community Association</b>	Delegate –
	Proxy –
<b>Jerdacuttup Ravensthorpe Nickel Operations Working Group</b>	Delegate –
	Proxy –
<b>North Ravensthorpe Community Group</b>	Delegate –
	Proxy –
<b>Ravensthorpe Community Centre</b>	Delegate –
	Proxy –
<b>WALGA Great Southern Country Zone</b>	Delegate –
	Delegate –
	Proxy –
<b>Medallion Metals Community Group</b>	Delegate –
	Proxy –

Moved:

Seconded:

Carried: \_\_/\_\_

**(Simple Majority required)**

14.2. CORPORATE SERVICES

Nil.

14.3. PROJECTS AND REGULATORY

Nil.

14.4. INFRASTRUCTURE SERVICES

Nil.

**15. MATTERS BEHIND CLOSED DOORS**

Nil.

**16. MEETING CLOSURE**

The Presiding Member to declare the meeting closed.

## **Attachment 14.1.2 – Delegations of Committees**

## 15. REPORTS OF OFFICERS

### 15.1 EXECUTIVE SERVICES

#### 15.1.1 DELEGATES FOR COMMITTEES

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

#### **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;

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Analysis</b>	<b>Mitigation</b>
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.

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## 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

<b>Bushfire Advisory Committee</b>	<b>Member – Cr Mudie</b>
	<b>Deputy – Cr Sutherland</b>
<b>CEO Performance Review</b>	<b>Member – President Cr Gibson</b>
	<b>Member - Deputy President Cr Mudie</b>
	<b>Member – Cr Leighton</b>
<b>Ravensthorpe Tourism Advisory Group</b>	<b>Delegate – Cr Leighton</b>
	<b>Proxy – Cr Miloseski</b>

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	
<b>Committee name</b>	
<b>Great Southern Road Group</b>	<b>Delegate – Cr Mudie</b>
	<b>Proxy – Cr Sutherland</b>
	<b>Proxy – Cr Auburn</b>
<b>Local Emergency Management Committee</b>	<b>Delegate – President Cr Gibson</b>
	<b>Proxy - Deputy President Cr Mudie</b>
<b>Development Assessment Panel</b>	<b>Delegate – Cr Miloseski</b>
	<b>Delegate – Cr Leighton</b>
	<b>Proxy – Cr Gibson</b>
	<b>Proxy – Cr Auburn</b>
<b>Hopetoun Progress Association</b>	<b>Delegate – Cr Miloseski</b>
	<b>Proxy – Cr Auburn</b>
<b>Munglinup Community Group</b>	<b>Delegate – Cr Leighton</b>
	<b>Proxy – Cr Sutherland</b>
<b>Hopetoun Community Resource Centre</b>	<b>Delegate – Cr Gibson</b>
	<b>Proxy – Cr Leighton</b>
<b>Ravensthorpe Community Resource Centre</b>	<b>Delegate – Cr Gibson</b>
	<b>Proxy – Cr Auburn</b>
<b>Fitzgerald River National Park Advisory Group</b>	<b>Delegate – Cr Leighton</b>
	<b>Proxy – Cr Mudie</b>
<b>Ravensthorpe Agricultural Initiative Network</b>	<b>Delegate – Cr Mudie</b>
	<b>Proxy – Cr Sutherland</b>
<b>Fitzgerald Biosphere Community Collective</b>	<b>Delegate – Cr Leighton</b>
	<b>Proxy – Cr Gibson</b>
<b>Hopetoun District Recreation Association</b>	<b>Delegate – Cr Auburn</b>
	<b>Proxy – Cr Sutherland</b>
<b>Ravensthorpe Historical Society</b>	<b>Delegate – Cr Leighton</b>
	<b>Proxy – Cr Mudie</b>
<b>Ravensthorpe Town Team</b>	<b>Delegate – unassigned</b>
	<b>Proxy – unassigned</b>
<b>Hopetoun Town Team</b>	<b>Delegate – unassigned</b>

	<b>Proxy – unassigned</b>
<b>GEDC Regional Coordination Group</b>	<b>Delegate – Cr Gibson</b>
	<b>Proxy – Cr Leighton</b>
<b>Jerdacuttup Community Association</b>	<b>Delegate – Cr Gibson</b>
	<b>Proxy – Cr Auburn</b>
<b>Jerdacuttup Ravensthorpe Nickel Operations Working Group</b>	<b>Delegate – Cr Gibson</b>
	<b>Proxy – Cr Miloseski</b>
<b>North Ravensthorpe Community Group</b>	<b>Delegate – Cr Mudie</b>
	<b>Proxy – Cr Sutherland</b>
<b>Ravensthorpe Community Centre</b>	<b>Delegate – Cr Leighton</b>
	<b>Proxy – Cr Gibson</b>
<b>WALGA Great Southern Country Zone</b>	<b>Delegate – Cr Gibson</b>
	<b>Delegate – Cr Auburn</b>
	<b>Proxy – Cr Mudie</b>
<b>Medallion Metals Community Group (New)</b>	<b>Delegate – Cr Miloseski</b>
	<b>Proxy – Cr Auburn</b>

**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.