



Agenda

Ordinary Council Meeting

Tuesday, 16 April 2024

Date:	Tuesday 16 April 2024
Time:	2:00pm
Location:	Clem Thompson Sports Pavilion, Stadium Road, Tom Price
Distribution Date:	Thursday 11 April 2024



**Shire of Ashburton
Ordinary Council Meeting**

Please be informed an Ordinary Council Meeting will be held at 2:00pm on Tuesday 16 April 2024 at Clem Thompson Sports Pavilion, Stadium Road, Tom Price.

A handwritten signature in black ink, appearing to read "Kenn Donohoe".

Kenn Donohoe
Chief Executive Officer
11 April 2024

Disclaimer

The Shire of Ashburton warns anyone who has an application lodged with Council must obtain, and should only rely on, written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by Council in respect of the application. No responsibility whatsoever is implied, or accepted, by the Shire of Ashburton for any act, omission, statement, or intimation occurring during a Council meeting.

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1 Declaration Of Opening

The Presiding Member declared the meeting open at [enter time](#).

1.1 Acknowledgement Of Country

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders past, present and emerging.

2 Announcement Of Visitors

To be informed at the meeting.

3 Attendance

3.1 Present

Elected Members:	SP A Smith Cr K White Cr M Gallanagh Cr L Rumble JP Cr M Lynch Cr B Healy Cr R Kapor	Shire President Deputy Shire President, Onslow Ward Pannawonica Ward Paraburdoo Ward Tom Price Ward Tom Price Ward Tom Price Ward
Employees:	K Donohoe J Sangster R Wright D Kennedy I Bishop A Johnston J Bray A Furfaro B Van Rensburg	Chief Executive Officer Deputy Chief Executive Officer Acting Director Community Development Director Corporate Services Acting Director Infrastructure Services Manager Media and Communications Manager Governance Governance Officer Council Support Officer
Guests:	Enter names	
Members of Public:	There were enter number members of the public in attendance at the commencement of the meeting.	

Members of media:	There were enter number members of the media in attendance at the commencement of the meeting.
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3.2 Apologies

To be informed at the meeting.

3.3 Approved Leave Of Absence

Cr R De Pledge	Ashburton-Tablelands Ward	From 16 April 2024 to 16 April 2024
Cr A Sullivan	Paraburdoo Ward	From 16 April 2024 to 16 April 2024

4 Question Time

4.1 Response To Previous Public Questions Taken On Notice

Nil

4.2 Public Question Time

To be informed at the meeting.

5 Declaration By Members

5.1 Due Consideration By Elected Members To The Agenda

Elected Members will be requested to note they have given due consideration to all matters contained in this agenda.

5.2 Declaration Of Interest

A member who has an Impartiality, Proximity or Financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice, given to the Chief Executive Officer, prior to the meeting, or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest are disclosed –

Nil

6 Announcements By The Presiding Member And Councillors Without Discussion

To be informed at the meeting.

7 Petitions / Deputations / Presentations

7.1 Petitions

Nil

7.2 Deputations

Nil

7.3 Presentations

Nil

8 Applications for Leave of Absence

Nil

9 En Bloc Council Resolutions

9.1 Agenda Items Adopted En Bloc

To be advised at the meeting

10 Confirmation Of Minutes

10.1 Confirmation of Council Minutes

10.1.1 Minutes Of The Ordinary Council Meeting Held On 19 March 2024

Officer Recommendation

That the Minutes of the Ordinary Council Meeting held 19 March 2024 (Item 10.1.1 Attachment 1) be confirmed as a true and accurate record.

10.2 Receipt of Committee and other Minutes

10.2.1 Minutes Of The Economic And Tourism Development Committee Meeting Held On 19 March 2024

Officer Recommendation

That the Minutes of the Economic And Tourism Development Committee Meeting held 19 March 2024 (Item 10.2.1 Attachment 1) be received.

10.2.2 Minutes Of The Annual General Electors Meeting Held On 19 March 2024

Officer Recommendation

That the Minutes of the Annual General Electors Meeting held 19 March 2024 (Item 10.2.2 Attachment 1) be received.

10.2.3 Minutes Of The Inland Local Emergency Management Committee Meeting Held On 26 March 2024

Officer Recommendation

That the Minutes of the Inland Local Emergency Management Committee Meeting held 26 March 2024 (Item 10.2.3 Attachment 1) be received.

10.2.4 Minutes Of The Onslow Local Emergency Management Committee Meeting Held On 27 March 2024

Officer Recommendation

That the Minutes of the Onslow Local Emergency Management Committee Meeting held 27 March 2024 (Item 10.2.4 Attachment 1) be received.

10.2.5 Minutes Of The Pannawonica Local Emergency Management Committee Meeting Held On 27 March 2024

Officer Recommendation

That the Minutes of the Pannawonica Local Emergency Management Committee Meeting held 27 March 2024 (Item 10.2.5 Attachment 1) be received.

11 Recommendations From Committee

Community Grants Committee Meeting held on 16 April 2024

CGC.1 Signature Events and Activities Funding Applications 2023/2024

File Reference	GS01
Applicant or Proponent(s)	Not Applicable
Author	J Murphy, Grants & Communities Administrator
Authorising Officer	R Wright, Acting Director Community Development
Previous Meeting Reference	Ordinary Council Meeting - 9 May 2023 - (082/2023)
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. Signature Event and Activities Applications Round 2 2023/2024 - Confidential 2. Signature Event and Activities Application Summary Round 2 2023/2024 - Confidential

Report Purpose

The Community Grants Committee (the Committee) is required to consider the Signature Event and Activities applications in accordance with Council Policy – Community Donations, Grants and Funding.

The purpose of this report is to provide the Committee the applications received for review. At the close of the application period, three applications were received for Signature Events and Activities (refer to Attachment 1).

Council is requested to receive these applications and support the Committee’s recommended outcome, for each application.

Background

The Shire supports the Signature Events and Activities funding under Council Policy – Community Donations, Grants and Funding as follows:

“Applications are available to incorporated and unincorporated associations for events and activities that provide a broad community benefit. Applications and amounts are assessed and determined by Council. Approved applications are set an allocation in the following years budget.”

Council Policy – Community Donations, Grants and Funding, requires as a minimum, the following criteria must be met to be successful:

- Applicant is to reside or operate within the Shire or be able to show a direct and substantial benefit to residents within the Shire.
- Assistance is not available retrospectively.
- Funds are to be used only for the purpose for which they are given or via agreed variations.

- Successful applicants are required to complete an acquittal report and submit this to the Shire within three months on the agreed completion date.

Comments

The Signature Events and Activities funding was promoted directly to clubs and organisations via email, and on the Shire’s public notice boards, website and social media platforms.

At the close of the applications on 28 March 2023, four applications from Tom Price were received. All applications have been assessed on the:

- criteria outlined in Council Policy – Community Donations, Grants and Funding,
- general conditions, and
- criteria and compliance information provided.

The table below provides a summary of the applications received (refer to Attachment 2 for further information).

Town	Organisation	Project	No. of years requested	Amount requested	Proposed Action	Reason
Tom Price	Tom Price Campdraft Inc	2024 Tom Price Campdraft	3	\$10,000	Approve for 2 years	Purposes assessed on broad community benefit.
Tom Price	AWARE	AWARE Gala	3	\$15,000 (cash) plus \$1,200 (In kind - use of Tom Price transit house)	Approve for 2 years	Purposes assessed on broad community benefit.
Tom Price	Mountain View Golf Club	Tom Price Annual Golf Open	3	\$10,000	Decline	Did not meet the policy criteria for a Signature Event or Activity. Included for consideration for a Community Support Grant.
Tom Price	Tom Price Mens Shed	Annual Community Hub Open Day	3	\$5,000	Decline	Did not meet the policy criteria for a Signature Event or Activity. Included for consideration for a Community Support Grant.

The ongoing development of the My Pilbara Home Strategy encompasses several Council strategies, including events and programs. Recognising this as a valuable opportunity, we aim to align our events and grant processes with these strategies, ensuring maximum benefit for the community. The recommendation to synchronise all Signature Events for application within the same year provides an avenue to ensure that new applications align seamlessly with the Community Strategic Plan and the overarching vision of My Pilbara Home.

Consultation

Executive Leadership Team
 Relevant clubs and associations

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	1. People - We will support opportunities for the community to be safe, socially active, and connected.
Strategic Outcome	1.2 Communities connected with opportunities
Strategy	4 Support and develop sustainable clubs and groups, providing opportunities for meaningful participation in arts, culture, sport, and recreation.

Council Policy

Council Policy – Community Donations, Grants and Funding provides the guidelines for the applications and the criteria for assessment.

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

If the officer’s recommendation is approved, a budget of \$26,200 will be allocated to the 2024/2025 Financial Year Signature Events and Activities in addition to those Signature Events and Activities approved by Council on 9 May 2023 [082/2023]. Totalling \$156,200 for 2024/2025. This allocation will be subject to Council adoption in July 2024.

Legislative Implications

Local Government Act 1995

Section 6.7 – Municipal fund

Money held in the municipal fund may be applied towards the performance of functions and the exercise of the powers conferred on the local government by the *Local Government Act 1995* or any other written law.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Unsuccessful applicants publicly criticise the Shire.	Possible (3)	Insignificant (1)	Low (1-4)	Ensure appropriate Policy procedures are in place and followed. Ensure applications are approved based on the criteria in the policy. Officers to collaborate with clubs to improve future applications.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Committee Recommendation

That with respect to the Signature Events and Activities Applications 2023/2024, the Community Grants Committee recommends that Council,

1. Approves the following applications:
 - (a) Tom Price Campdraft Inc for the amount of \$10,000 each year for two years (total of \$20,000), and
 - (b) Tom Price AWARE Gala for the amount of \$16,200 each year for two years (total of \$32,400).
2. Acknowledges the above applications are approved for a two-year duration, as opposed to the initially proposed three years to align with the ongoing development of the My Pilbara Home Strategy.
3. Lists the amounts detailed in point 1, for consideration in the 2024/2025 and 2025/2026 Annual Budgets.
4. Declines the following applications and lists these for consideration for Community Support Grants:
 - (a) Mountain View Golf Club, and
 - (b) Tom Price Mens Shed.

CGC.2 Community Support Grant Applications Round 2 - 2023/2024

File Reference	GS01
Applicant or Proponent(s)	Not Applicable
Author	J Murphy, Grants & Communities Administrator
Authorising Officer	R Wright, Acting Director Community Development
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Impartiality
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. 2023/2024 Round 2 Community Support Grant Applications - Confidential 2. 2023/2024 Round 2 CSG Summary - Confidential

Report Purpose

The Community Grants Committee (the Committee) is required to consider the Community Support Grant applications in accordance with Council Policy – Community Donations, Grants and Funding.

The purpose of this report is to provide the applications to the Committee for review. At the close of the application period, 12 applications were received for Community Support Grants (refer to Attachment 1).

Council is requested to support the Committee’s recommended outcome for each application.

Background

The Shire provides Community Support Grants in accordance with Council Policy – Community Donations, Grants and Funding. The grants are offered in two funding rounds each year in July and February. These grants are similar in purpose to Small Assistance Donations however, they offer a value up to \$2,500. Applications are considered by the Community Grants Committee for subsequent recommendation to Council.

Council Policy – Community Donations, Grants and Funding requires, as a minimum, the following criteria must be met to be successful:

- Applicant is to reside or operate within the Shire or be able to show a direct and substantial benefit to residents within the Shire.
- Assistance is not available retrospectively.
- Funds are to be used only for the purpose for which they are given or via agreed variations.
- Successful applicants are required to complete an acquittal report and submit this to the Shire within three months of the agreed completion date.
- Applicants who do not submit an acquittal will not be considered for future funding and they may be requested to return unused funds.

Comments

Round 2 of the Community Support Grant funding was promoted directly to clubs and organisations via email, and notices were placed on the Shire’s public notice boards, website and social media platforms.

At the close of the Round 2, 12 applications were received, as follows:

- Onslow – three applications
- Pannawonica – two applications
- Tom Price – seven applications.

All applications have been assessed on the:

- criteria outlined in Council Policy – Community Donations, Grants and Funding,
- general conditions, and
- criteria and compliance information provided.

The table below provides a summary of the applications received (refer to Attachment 2 for further information).

Town	Organisation	Project	Amount requested	Proposed Action	Reason
Onslow	Onslow School P&C Association	Food Safety Supervision Training	\$2,070 (cash)	Approve	Complies with funding community development through training courses.
Onslow	Onslow Sports Club	NAIDOC Darts	\$2,500 (cash)	Approve	Complies with funding Club participation in regional/state championships.
Tom Price	Tom Price Netball Association	2024 North West Netball Championships Participation	\$2,500 (cash)	Approve	Complies with funding Club participation in regional/state championships.
Tom Price	Tom Price Junior Soccer Club	2024 Northwest Regional Competition	\$2,500 (cash)	Approve	Complies with funding Club participation in regional/state championships.
Tom Price	Mountain View Golf Club	Tom Price Annual Golf Open	\$2,500 (cash)	Approve	Complies with funding Club participation in regional/state championships.
Tom Price	Tom Price Mens Shed	Annual Community Hub Open Day	\$2,500 (cash)	Approve	Complies with Community-based activities/programs.

Town	Organisation	Project	Amount requested	Proposed Action	Reason
Pannawonica	Pannawonica Playgroup	Pannawonica Playgroup Enrichment project	\$1,850 (cash)	Decline	Does not comply with policy as request is for club equipment.
Tom Price	Tom Price Steelers Rugby League Football Club	Steelers Junior Tag	\$2,470 (cash)	Decline	Does not comply with policy as request is for club equipment.
Onslow	Onslow Occys Swimming Club	24/25 Season Swimming Pool Lane Hire Fees	\$1,200 (cash)	Decline	Does not comply with policy as request is for facility hire for local competitions.
Pannawonica	Pannawonica KindyGym	New Play equipment	\$2,500 (cash)	Decline	Does not comply with policy as request is for club equipment.
Tom Price	Artistic Swimming WA	Artistic Swimming come and try/ have a go event	\$2,250 (cash)	Decline	Does not comply with policy as the group do not reside within the Shire.
Tom Price	Fusion Fitness Tom Price	Facility Flooring Upgrade	\$2,500 (cash)	Decline	Does not comply with policy as request is for general maintenance of facility.
Tom Price	Tom Price Gymnastics Club	Kindy Gym – Coach Training	\$2,500 (cash)	Decline	Does not comply with policy as an acquittal has not been received for the previous grant.
Tom Price	Tom Price Community Garden	Shade Sail and Hoop Shade	\$1,948 (cash)	Decline	Does not comply with policy as request is for club equipment.

Consultation

Executive Leadership Team
 Relevant clubs and associations

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	1. People - We will support opportunities for the community to be safe, socially active, and connected.
Strategic Outcome	1.2 Communities connected with opportunities
Strategy	4 Support and develop sustainable clubs and groups, providing opportunities for meaningful participation in arts, culture, sport, and recreation.

Council Policy

Council Policy – Community Donations, Grants and Funding provides the guidelines for the applications and the criteria for assessment.

Financial Implications

Current Financial Year

The 2023/2024 Annual Budget provides \$55,200 for both rounds of the Community Support Grants. Round 1 allocation of Community Support Grants totalled \$9,052. The remaining budget allocation for Round 2 is \$46,148.

The total of the applications recommended for approval is \$14,570. If approved as recommended GL CU24075 will have \$31,578 remaining.

Future Financial Year(s)

Nil

Legislative Implications

Local Government Act 1995

Section 6.7 – Municipal fund

Money held in the municipal fund may be applied towards the performance of functions and the exercise of the powers conferred on the local government by the *Local Government Act 1995* or any other written law.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Unsuccessful applicants publicly criticise the Shire.	Possible (3)	Insignificant (1)	Low (1-4)	Ensure appropriate policy and procedures are in place and followed. Officers to collaborate with clubs to improve future applications.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Committee Recommendation

That with respect to the Community Support Grant Applications Round 2 – 2023/2024, the Community Grants Committee recommends that Council,

1. Approves the following applications:
 - (a) Tom Price Netball Association for the amount of \$2,500,
 - (b) Onslow School P&C Association for the amount of \$2,070,
 - (c) Onslow Sports Club for the amount of \$2,500,
 - (d) Tom Price Junior soccer Club for the amount of \$2,500,
 - (e) Mountain View Golf Club for the amount of \$2,500, and
 - (f) Tom Price Mens Shed for the amount of \$2,500.
2. Declines the following applications:
 - (a) Pannawonica Playgroup,
 - (b) Tom Price Steelers Rugby League Football Club,
 - (c) Onslow Occy's Swimming Club,
 - (d) Pannawonica Kindy Gym,
 - (e) Artistic Swimming WA,
 - (f) Fusion Fitness Tom Price,
 - (g) Tom Price Gymnastics Club, and
 - (h) Tom Price Community Garden.

CGC.3 Confirmation of Emergency Service Providers for the Council Initiated Donation

File Reference	GS01
Applicant or Proponent(s)	Not Applicable
Author	J Murphy, Grants & Communities Administrator
Authorising Officer	R Wright, Acting Director Community Development
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Report Purpose

The Community Grants Committee (the Committee) is required to confirm the emergency service providers in accordance with Council Policy – Community Donations, Grants and Funding.

The purpose of this report is to confirm the nominated emergency service providers across the Shire of Ashburton (the Shire) who will receive the Emergency Services Council-initiated donation.

Council is requested to support the Committee's recommendation for donations to the nominated emergency service providers.

Background

The Shire provides Council-initiated donations to local schools and emergency services within the Shire. These donations are approved by Council through the budget adoption process and paid to these in May of each year.

Council-initiated donations for emergency service providers are typically automated; however, it has been identified that not all emergency service providers have been receiving this donation. To address this, Council are being presented with the list of emergency service providers across the Shire, to confirm alignment with Council's vision and to provide transparency regarding the recipients of these donations.

Comments

Over the past years, the Council-initiated donation provided to emergency services has been received by the following groups:

1. Tom Price Bushfire Brigade
2. Onslow Volunteer Marine Rescue Services
3. Tom Price SES
4. Paraburdoo Volunteer Fire and Rescue Service
5. Pannawonica Volunteer Fire and Rescue.

There are several emergency service providers that have been identified across the Shire who have not received the donation:

1. Tom Price St John Ambulance Branch
2. Onslow Price St John Ambulance Branch
3. Paraburdoo Price St John Ambulance Branch
4. Onslow Volunteer Fire and Emergency Services.

Consultation

Relevant emergency service providers

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	1. People - We will support opportunities for the community to be safe, socially active, and connected.
Strategic Outcome	1.2 Communities connected with opportunities
Strategy	4 Support and develop sustainable clubs and groups, providing opportunities for meaningful participation in arts, culture, sport, and recreation.

Council Policy

Council Policy – Community Donations, Grants and Funding provides the guidelines for the applications and the criteria for assessment.

Financial Implications

Current Financial Year

The adopted budget provides \$10,000 for Council-initiated emergency services donations in GL CU24035. The total number of recommended emergency service providers is nine. If the recommendation presented is approved, GL CU24035 will have \$1,000 remaining.

Future Financial Year(s)

Each consecutive financial year, Council will need to consider allocating \$9,000 during the budget adoption process to ensure payments can be made to the approved emergency service providers.

Legislative Implications

Local Government Act 1995

Section 6.7 – Municipal Fund

Money held in the Municipal Fund may be applied towards the performance of functions and the exercise of the powers conferred on the local government by the *Local Government Act 1995* or any other written law.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Service providers not receiving the donation could see this as unfair and publicly criticise the Shire.	Possible (3)	Insignificant (1)	Low (1-4)	Ensure appropriate policy and procedures are in place and followed. Officers to collaborate with the providers on applications for other grants and funding opportunities.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Committee Recommendation

That with respect to Confirmation of Emergency Service Providers for the Council Initiated Donation, the Community Grants Committee recommends that Council,

1. Approves the following emergency service providers for the purpose of receiving the Council-initiated donation:
 - (a) Tom Price Bushfire Brigade
 - (b) Onslow Volunteer Marine Rescue Services
 - (c) Tom Price SES
 - (d) Paraburdoo Volunteer Fire and Rescue Service
 - (e) Pannawonica Volunteer Fire and Rescue
 - (f) Tom Price St John Ambulance Branch
 - (g) Onslow Price St John Ambulance Branch
 - (h) Paraburdoo Price St Ambulance John Branch
 - (i) Onslow Volunteer Fire and Emergency Services.
2. Notes that any further additions to the above list of emergency service providers will need to be approved by Council.

12 Office of the Chief Executive Officer Reports

12.1 Snapshot of Priority Projects 2024/2025 – 2026/2027

File Reference	CM11
Applicant or Proponent(s)	Not Applicable
Author	A Johnston, Manager Media and Communications
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting 10 May 2022 - Item 11.1 – (051/2022)
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. 2024/2025 – 2026/2027 Priority Projects

Report Purpose

Council previously acknowledged the Shire's 2022 Priority Projects as an advocacy statement to enable Shire Officers to lobby for additional funding from Federal and State Government.

The purpose of the Snapshot of Priority Projects 2024/2025 – 2026/2027 document is to provide an updated advocacy statement which aims to raise awareness of key issues and development opportunities within our region. In light of our ongoing commitment to improving community infrastructure and addressing critical needs, the Shire of Ashburton continues to advocate for additional funding from both Federal and State Governments, as well as from community and industry stakeholders.

Council is requested to endorse the Snapshot of Priority Projects 2024/2025 – 2026/2027 as an advocacy statement.

Background

The Shire's Snapshot of Priority Projects 2024/2025 – 2026/2027 serve as a comprehensive roadmap outlining key advocacy initiatives that Council is dedicated to advancing over the next three to five years. These projects, which may be in early stages or near completion, are strategically aligned with both the Council's vision for the Shire of Ashburton and the objectives outlined in the Strategic Community Plan 2022 – 2032.

Central to Council's role is the advocacy for critical projects that support future development and infrastructure needs, while also addressing challenges faced by the community. Through active engagement at both State and Federal levels, Council aims to garner support and resources necessary to bring these priority projects to fruition.

Snapshot of Priority Projects 2024/2025 – 2026/2027 document serves as a vital lobbying and advocacy tool, enabling the Shire of Ashburton to effectively communicate its vision and objectives to key stakeholders in government and the wider community.

Comments

The Shire of Ashburton continues to be a driving force of the Pilbara region and the Western Australian economy.

Our Shire delivers a sizeable 38.3%, or \$38.6B, of WA’s Gross Regional Product and 1.9% of Australia’s Gross Domestic Product of \$2.02T. Our important role in actively shaping our country’s strong economic future cannot be understated.

Our Shire holds significant potential for economic growth, benefiting both Western Australia and the broader Australian economy. However, our towns currently lack the essential funding and infrastructure required to keep pace with the increasing demands of industry and societal change.

As a local government we are dedicated to developing vibrant, active, and connected communities. In our unique Pilbara environment, opportunities can be found everywhere.

The Shire of Ashburton’s Snapshot of Priority Projects 2024/2025 – 2026/2027 highlight the many ongoing opportunities and benefits that can arise from critical funding of infrastructure projects and liveability within the Shire.

Consultation

Executive Leadership Team

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	3. Prosperity - We will advocate and drive opportunities for the community to be economically desirable, resilient, and prosperous.
Strategic Outcome	3.1 Coordinated delivery of economic services and projects for the community
Strategy	1 Develop and maintain key economic services partnerships, both internally and externally, to support Council’s vision.

Council Policy

[Council Policies » Shire of Ashburton](#)

Community Donations, Grants and Funding

Outlines terms and conditions that govern the provisions of financial support offered to community groups and clubs in the Shire of Ashburton which may be adopted to assist with outlined projects.

Industry Contribution to Social and Community Infrastructure

Outlines a governance framework which helps support social and community infrastructure within the Shire. Reflected in numerous priority projects.

Financial Implications

Current Financial Year

There are no financial implications.

Future Financial Year(s)

Nil

Legislative Implications

Nil

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Substantiated, localised impact on community and stakeholder trust, with low media exposure.	Possible (3)	Moderate (3)	Moderate (5-9)	Reputation is managed by following the officer's recommendation and support to the Shire's Strategic Corporate Plan.
Financial impact	Potential misalignment between projected funding and actual budget allocations, leading to unforeseen financial burdens or constraints.	Possible (3)	Minor (2)	Low (1-4)	Regular monitoring will be undertaken for specific projects within the statement and consistently reviewed and managed.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the Shire of Ashburton's Snapshot of Priority Projects 2024/2025 – 2026/2027, Council endorses the Snapshot of Priority Projects 2024/2025 – 2026/2027, as detailed in Attachment 1, as key advocacy matters for the Shire.

12.2 Proposed Licence for a portion of Lot 201, Onslow Airport (Airport Terminal), Onslow WA, to Network Aviation

File Reference	ONS.0016 - TT06.21
Applicant or Proponent(s)	Network Aviation
Author	S James, Lease & Accommodation Officer
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. Indicative Proposed Terminal Licence Area 2. Valuation - Confidential

Report Purpose

Council is required to consider a new commercial licence agreement for a portion of Lot 201 on Deposited Plan 422498, Onslow Airport, Onslow, Western Australia.

The purpose of this report is to consider entering into a new commercial licence agreement with Network Aviation

Council is requested to endorse the proposed commercial licence agreement.

Background

Network Aviation approached the Shire on 13 March 2024 to request a licence for use of the Onslow Airport Terminal and some ancillary storage areas as it is in discussions with Mineral Resources Limited to commence F100 operations to Onslow in April with three return flights a week.

At this point, the licence term is intended to be 6 months or a Periodic Licence, subject to confirmation from Network Aviation and negotiations with the Shire.

Attachment 1 shows approximate licence area within the Onslow Airport Terminal. This space will be shared with other current licensees who licence similar areas within the terminal. The licenced area will also include the shared use of a portion of the storage shed and storage area within the airport apron.

Comments

In March 2024 Property Valuation and Advisory (WA) undertook a valuation of the proposed licence area and indicated a licence fee of \$42,000 exc GST per year (**Attachment 2**).

Below is a table of draft terms to be finalised between all parties:

Licensee:	Network Aviation ACN: 93 533 934 838
Premises:	Portion of Lot 201, Onslow Airport, Onslow
Permitted Purpose:	Shared operational airport facilities
Licence Term:	6 months
Commencement Date:	The date of execution of the licence
Expiry date	6 months from execution
Option Term 1:	1 year
Licence Fees:	Three Thousand Five Hundred Dollars (\$3,500) per month exclusive of GST
Fit out and Services:	Licensee responsibility
Building Insurance:	Licensors responsibility
Public Liability Insurance:	Licensee responsibility - \$20 million
Maintenance:	Licensee to keep and maintain the licenced area in a clean and tidy condition.
Structural Maintenance:	Licensors responsibility
Licence preparation and costs:	The licence will be prepared by the Shire at its cost, with each party to pay its own costs for licence review and negotiation
Assignment or subletting:	<p>No assignment or sub-licence without consent of Licensor, which cannot be unreasonably withheld or delayed.</p> <p>For so long as Qantas Airways Limited ACN 009 661 901 or a Related Corporation of Qantas Airways Limited ACN 009 661 901 is the Licensee, the Licensee may assign or licence part or whole of the Premises to a Related Corporation of Qantas Airways Limited ACN 009 661 901.</p>
Special Conditions:	<p>Check In Counters, Boarding gate Counter and Equipment – The Licensor agrees the Licensee shared use of three (3) check-in counters, including equipment on each counter being monitors, keyboards, mouse and KVA switches. The Licensee can store their own check-in equipment in the counters.</p> <p>Dispatch Office and Common Use Area – The Dispatch Office is to be utilised for dispatch purposes only. The Licensee will be provided with 1x desk, 1x chair, 1x cupboard (key secured), 1x power point and 1x data point. Access port to connect VHF radio (shared use of airport antenna). The Licensee is responsible for arranging, managing, and making payment for, a Telstra connection for the Licensee’s equipment.</p> <p>Kitchen Facilities – Shared use of kitchen facilities with other Airline Operators, Airline contractors, and Airport Personnel.</p> <p>Toilet Facilities – Private, shared use of toilet facilities with Airline contractors and Airport Personnel.</p>

	<p>Communications Room – The Licensor has an allocated rack for storage and/or servers. The Licensor has provided data ports and patching to operate equipment. A Fibre Optic connection is available into the Terminal building which terminates at a Telstra device. The Licensee is responsible for arranging, managing, and making payment for, a Telstra connection for the Licensee’s equipment.</p> <p>Branding – Branding may be installed within the Terminal (only with Licensor prior written consent, which cannot be unreasonably withheld or denied).</p> <p>Storage – shared use of a portion of the storage shed, designated areas on the apron to store ground support equipment and a satellite.</p> <p>Tie Down Equipment – external tiedown structures are available for use however it is the responsibility of the Licensee to secure and tie down their own equipment during inclement weather conditions. The Licensor takes no responsibility for any equipment damage during storm events.</p> <p>No Alterations – The Licensee shall not, without the Airport Managers consent, remove damage or make any external or internal additions or alterations to any part of the Onslow Airport Terminal. At the end of the Licence Agreement, the Licensee shall remove all fixtures and fittings installed in the premise and rectify any damage caused by their removal unless otherwise agreed.</p> <p>Utilities and Cleaning – The Licensor provides electricity, water, and cleaning of the licenced area.</p> <p>Compliance with the Law – The Licensee in conducting its business in, on or upon the Onslow Airport Terminal shall:</p> <ul style="list-style-type: none"> - Observe and use its best endeavours to cause all staff or contractors to observe all Acts for the time being in force, or any by-laws or regulations made thereunder relating to public health or safety and to also observe the requirements of bodies such as the Department of Transport and Infrastructure and the Civil Aviation Safety Authority in relation thereto; and - Cause as little disruption as practicable to the everyday airport activities at the Onslow Airport Terminal.
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Consultation

Manager Airport Services
 Network Aviation

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	2. Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	2.7 Quality, well-maintained, and purposeful community facilities
Strategy	2 Maintain facilities in a strategic manner, ensuring community needs are met.

Council Policy

[Council Policies » Shire of Ashburton](#)

Nil

Financial Implications

Current Financial Year

If agreement is endorsed by all relevant parties and an executed license commences prior to end of financial year, it would generate the license fee as income at \$42,000 exclusive of GST per annum.

Future Financial Year(s)

Annual license fee income as above plus annual increases fixed at 3%. The licence term is 6 months followed by a further term of one year, if require by the Licensee.

Legislative Implications

Section 3.58 of the Local Government Act 1995 (Disposing of Property)

Any private treaty negotiations to licence will be required to comply with section 3.58 of the *Local Government Act 1995*, such as the advertising of the licence and valuation for a period of no less than two weeks inviting submissions.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Financial impact	No formalised licence agreement, risk to the Shire of monetary income and clear tenant obligations.	Possible (3)	Moderate (3)	Moderate (5-9)	Enter into Licence Agreement

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the proposed Licence for a portion of Lot 201, Onslow Airport (Airport Terminal), Onslow WA, to Network Aviation, ACN: 93 533 934 838, Council,

1. Approves the licencing of a portion of Lot 201, Onslow Airport, Onslow.
2. Approves in principle, and subject to advertising under section 3.58 of the *Local Government Act 1995*, a new license over a portion of Lot 201, Onslow Airport (Airport Terminal) to Network Aviation for a 6 month term with one, one-year option, commencing upon execution.
3. Requests the Chief Executive Officer to advertise the local public notice of the intention to dispose of a portion of Lot 201, Onslow Airport, Onslow in accordance with section 3.58 of the *Local Government Act 1995*.
4. Authorises the Chief Executive Officer to:
 - (a) Consider any public submissions regarding item 3 above, noting that elected members will be informed of the result of the public consultation period, and
 - (b) Negotiate further commercial license terms and engross all documentation and comply with all applicable legislation, as is required to effect item 1 and 2.

12.3 Proposed Commercial Licence Agreement - Portion of Lot 67, Rocklea Road, Paraburdoo

File Reference	PR40065
Applicant or Proponent(s)	Ms Hayley McIlroy - Ollie's Eats
Author	S James, Lease & Accommodation Officer
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. Proposed Licence Area 2. Management Order 3. IVPA Valuer Recommendation

Report Purpose

Council is required to consider a new commercial licence agreement for a portion of Lot 67 Rocklea Road, Paraburdoo, previously licensed to Kathy McLeod trading as The Bedford Paraburdoo.

The purpose of this report is to consider granting a new commercial licence agreement for The Bedford, to Ms Hayley McIlroy trading as Ollie's Eats, who is in the process of purchasing the business.

The current license held by Kathy McLeod has agreed to an early termination of the current license and Council is requested to endorse the proposed new commercial licence agreement.

Background

The proposed new licensee has requested that the Shire grant a new two-year license of the existing licence area (**Attachment 1**), being a portion of Lot 67 Rocklea Road, Paraburdoo (Reserve 40065) – currently known as The Bedford.

The Shire is the management body of Reserve 40065 under Management Order N795667, for the purposes of 'Public Recreation'. Under the Management Order the Shire has the power to lease and licence a portion of the Reserve (**Attachment 2**) for any term not exceeding two (2) years, subject to the approval of the Minister for Lands being obtained.

Comments

Below is a table outlining the draft terms of the licence to be negotiated with the proposed licensee, subject to Council approval and advertising:

Licensed Area:	Portion of Lot 67, Reserve 40065 comprised in Crown Land Certificate of Title Volume LR3147 Folio 284 (Attachment 1 refers)
Permitted Purpose:	Public Recreation
Licence Term:	Two (2) years
Commencement Date:	The date of execution
Licence Fee:	\$2,450.00 plus GST (per annum). (This is an indicative valuation based on the last valuation from 2022).
Outgoings (Water, Electricity, Rates and Taxes):	Licensee responsibility
Insurance:	Licensee responsibility
Public Liability Insurance (PLI):	Licensee responsibility
Maintenance:	Licensee responsibility
Licence preparation and costs	The licence will be prepared by the Shire at its cost, with each party to pay its own costs for review and negotiation.
Assignment or sublicensing	Consent of the Minister for Lands must be obtained to any assignment, sublicense, in addition to the consent of the Shire in accordance with clause 39.1; of the <i>Land Administration Act 1997</i>

Shire Officers are supportive of a new licence between the Shire and the proposed new licensee to enable the continuation of the successful Bedford business in Paraburadoo, subject to Council approval, the consent from the Minister of Lands and advertising in accordance with section 3.58 of the *Local Government Act 1995*.

As the current Management Order only allows up to two (2) years licence, and this provides uncertainty to the licensee and any future business owner/s, the Shire has requested the Minister of Lands to amend the current Management Order to allow lease and licence of the subject land for a term up to five (5) years.

The Shire has yet to receive a decision on this and therefore only allows up to a two (2) year licence.

Consultation

Ms Kathy McLeod
 Ms Hayley McIlroy
 Department of Planning, Lands and Heritage

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

- Strategic Objective 2. Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
- Strategic Outcome 2.3 Attractive and sustainable townscapes offering opportunities for all communities
- Strategy 1 Provide attractive, well-maintained streetscapes, verges, parks, and reserves.

Council Policy

[Council Policies » Shire of Ashburton](#)

Nil

Financial Implications

Current Financial Year

The new Licensee will be responsible to pay approximately \$2,450.00 per annum plus GST (this figure is subject to the new valuation) for the licenced area as well as a security bond.

Future Financial Year(s)

As part of the Management Order conditions, the Department of Planning, Lands and Heritage require all revenue from the licence to be expended on the maintenance and upkeep of the remaining land on Public Recreation Reserve 40065.

Legislative Implications

Local Government Act 1995

Section 3.58 Disposing of Property

Any private treaty negotiations to licence with the licensee will be required to comply with section 3.58 of the *Local Government Act 1995*.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	No Licence in place – sale of business does not proceed.	Possible (3)	Moderate (3)	Moderate (5-9)	Ensure licence is executed.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the proposed Commercial Licence Agreement of a Portion of Part Lot 67 (Reserve 40065), Paraburdoo, Council;

1. Supports in principle the licence of a portion of Lot 67 Rocklea Road, Paraburdoo, to Ms Hayley McIlroy (Trading as) Ollie's Eats for a term up to two (2) years commencing on execution of the licence.
2. Supports the current licence with Kathy McLeod being terminated on the execution of the new licence arrangement.
3. Authorises the Chief Executive Officer to negotiate further terms.
4. Authorises the publication of a local public notice of the intention to dispose of portion of Lot 67 Rocklea Road, Paraburdoo in accordance with Section 3.58 of *the Local Government Act 1995 (WA)*,
5. Authorises the Chief Executive Officer to,
 - (a) consider or reject any public submissions regarding item 3. above, noting that that elected members will be provided with an update by administration in relation to the responses (if any) to the local public notice; and
 - (b) subject to the Minister for Lands written consent for the proposed licence, execute all documentation and comply with all applicable legislation as is required to effect item 1, above.

12.4 Regional Emergency Management Support Officers

File Reference	GR20
Applicant or Proponent(s)	Not Applicable
Author	P Kuhne, Manager Regulatory Services
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting - Item – or Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Report Purpose

Council is required to consider submitting a proposed motion about Regional Emergency Management Support Officers to the National General Assembly of Local Governments.

The purpose of this report is to consider the motion to be put forward by Council.

Council is requested to endorse the proposed motion.

Background

The National General Assembly of Local Governments will be held in Canberra 2-4 July 2024. The National General Assembly of Local Governments is the national gathering of Local Governments, and provides Councils with the opportunity to come together, share ideas, debate motions, and connect Local Government to the Australian Government.

The Shire of Ashburton is sending a delegation to the 2024 National General Assembly of Local Governments. Motions to the National General Assembly of Local Governments must be submitted by Local Governments for consideration. To move a motion as part of the National General Assembly, the motion must be endorsed by Council.

The motion requested is:

This National General Assembly calls on the Australian Government to fund the establishment of a network of Regional Emergency Management Support Officers to assist Local Governments in effectively delivering their extensive emergency management roles and responsibilities for local communities.

The Western Australian Local Government Association (WALGA) in the past have supported WA Local Governments presenting motions at the national level to obtain support and funding to provide local governments with the resources they require to meet their legislative responsibilities in emergency management for their communities.

In Western Australia at present there is limited support for local governments to meet their emergency management responsibilities. The Department for Fire and Emergency Services (DFES) provides part funding for 'Community Emergency Services Manager' (CESM). This CESM programs primary focus is on bushfire management and does not always cover the other facets of the emergency management that rest with local governments.

The Commonwealth does not provide any direct funding for these positions but there is real potential to provide funding to local government to improve effective local emergency management, through either the Disaster Ready Funding or National Disaster Risk Reduction programs.

These positions are not eligible for funding under these programs, hence the motion to lobby the Commonwealth to reconsider their policy on resource allocation in support of local governments.

Comments

Local governments in Western Australia play a significant role in emergency management. Both Commonwealth and State Government policy identify local government as a key player in community disaster resilience, preparedness, and response.

Local government have statutory obligation to address community risk and also for recovery following an emergency affecting their community. Local governments are often under resourced to fulfill their legislative and delegated responsibilities in emergency management.

A well-resourced local government provides a more effective and consistent emergency management service to their community ensuring active preparedness, resilience and recovery from emergencies.

As the closest tier of government to the community, local governments have a significant role in emergency management, supporting their communities to prevent (mitigate), prepare for, respond to, and recover from emergencies. It is important communities have confidence in their local government's ability to support them to build disaster resilience.

Local governments face many challenges in addressing their emergency management responsibilities, and these challenges differ across the country, with varied hazard profiles, resources, capability, capacity, and emergency management maturity.

Investing in a network of Regional Emergency Management Support Officers is a cost-effective way to significantly increase the capacity of local governments to deliver their extensive emergency management roles and responsibilities.

The network would:

1. Build Local Government emergency management capability.
2. Enable collaboration and sharing of best practice in emergency management across the Australian Local Government Sector.
3. Facilitate collaborative relationships between Local, State and Commonwealth Governments to support more effective emergency management and resilient Australian communities.

Climate change is increasing the frequency and extremity of natural hazards such as bushfire and extreme weather events. Investment in local emergency management capacity is urgently required to strengthen Australia's community resilience.

Consultation

Nil

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	1. People - We will support opportunities for the community to be safe, socially active, and connected.
Strategic Outcome	1.1 Coordinated delivery of social services and projects for the community
Strategy	3 Provide safe and welcoming centres to help address social isolation in the community.

Council Policy

[Council Policies » Shire of Ashburton](#)

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Nil

Legislative Implications

Nil.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Interruption to service	There is a risk that the Shire will not meets its legislative obligations under emergency management.	Unlikely (2)	Minor (2)	Low (1-4)	

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered low.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the Regional Emergency Management Support Officers, Council

1. Endorses the following motion:

“This National General Assembly of Local Governments calls on the Australian Government to fund the establishment of a network of Regional Emergency Management Support Officers to assist Local Governments in effectively delivering their extensive emergency management roles and responsibilities for local communities”; and

2. Authorises the Chief Executive Officer to submit this motion on behalf of the Shire of Ashburton to the National General Assembly of Local Governments

12.5 Shire of Ashburton Recruitment, Onboarding and Retention Strategy

File Reference	EMP29
Applicant or Proponent(s)	Not Applicable
Author	A Heraty, Manager Organisational Development
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Indirect Financial
	Authorising Officer – Indirect Financial
Attachments	1. Shire of Ashburton Recruitment, Onboarding and Retention Strategy

Report Purpose

The purpose of this report is to identify contemporary recruitment, onboarding, and retention strategies to enable the successful delivery of the Shire’s Strategic Community Plan 2022-2032.

Council is requested endorse the revised Shire of Ashburton Recruitment, Onboarding and Retention Strategy (refer to Attachment 1).

Background

The Shire’s Recruitment and Retention Strategy was initially developed in 2021 and was delivered successfully. Some of the key initiatives as outlined in the 2021/22 strategy, included -

Casual Pool The Shire implemented pro-active measures to build a casual pool where candidates can indicate their interest in working for the Shire upfront to facilitate quicker resource turnaround times, which has resulted in time and cost reduction since implementation. To date, we have received a total of 109 applications and employed 22 to date.

Student Workplace Program We supported Shire schools and Curtin University by engaging seven workplace student over the last 10 months alone. Furthermore, other than attending the annual Career Expo at Tom Price High School, the Shire has taken a pro-active approach in supporting the Department of Education by engaging with senior students and parents to secure future talent and position the Shire as a future place of work for local talent. The Shire received formal recognition of thanks from the Department for our involvement and support.

Cadet/Trainee and Apprenticeship Program We have employed four Trainees and six Apprentices to date, including four Apprentices as part of our Advanced Apprenticeship Program.

Internal mobility Harnessing our own existing talent has always been a priority for the Shire. This has been achieved through our annual Performance Review Process (PRP) participation, having a formal development plan in place for each employee, offering internal secondments, additional duties, and acting positions where possible. While these efforts have been highly successful across the organisation, a stronger focus is required as outlined in our revised strategy.

Contingent workers Due to lack of internal capacity, capability and specialist skills, the Shire has successfully opted for temporary or contractor workers, which to date has provided the opportunity to quickly mobilise additional skilled resources on and off projects, which has resulted in additional capacity, resource flexibility and less organisational risk.

Local Government Collaboration This has to date proven highly successful as the Shire has collaborated with many other Local Governments. As example, the Shire shared Ranger Services with Shire of Broome and in turn had other Local Governments, such as Shire of Serpentine Jarrahdale share an IT resource with us. This has been helpful in establishing and enhancing Local Government collaboration to the benefit of the community.

External advertising The Shire has been active in it's advertising efforts in all suggested mediums, such as Seek, LinkedIn, Facebook, LG Professionals, Council Direct, LG Assist, LG Job Directory, Professional Associations, direct networking, and recruiters, including Executive Search for Senior Officer appointments.

Other recruitment and selection activities In order to ensure effective, efficient and a streamlined hiring process, the following has been implemented -

- Upfront hiring manager and organisational development consultation and support;
- Refining Shire selection processes with focus on turnaround time whilst ensuring legislative compliance. Further work has been identified in this area;
- New contemporary advertising templates were introduced;
- On site visits to vacancy town location for preferred candidates prior to offer;
- Refining onboarding processes to ensure early engagement and to set candidates up for success. This has included an online Onboarding Module, new starter and a leader handbook and onboarding checklists;
- Develop and implement a mandatory on-boarding framework; and
- Development and introduction of an onboarding survey for new starters. This is reported back to Executive on a regular basis.

Workplace buddy program A workplace buddy program was successfully introduced. While this is currently in place, more promotion and education will be required in future.

Onboarding modules A new e-Library was created with mandatory and non-mandatory training for all employees. A balanced approach of education, awareness and engagement was required, which resulted in short, micro-learning modules.

Review of all Organisational Development policies, directives, and procedures The majority of organisational development policies and directives have been reviewed and endorsed by management and executive. Reviews happen periodically with a continued focus on procedure reviews, which require further enhancements.

Revised annual performance review process A new Performance Review Program (PRP) program was introduced with specific Key Performance Indicators (KPI's) developed for staff, managers, and directors, which include Shire values. This has been successful to date with 100% participation and value add, therefore local government compliance has been achieved.

Coaching panels An Executive Coaching Panel and Manager Coaching Panel has successfully been introduced with active participation in both panels.

Employee Engagement Survey The Shire managed to conduct an employee engagement survey over two consecutive years, measuring a positive result in the employee experience with specific action plans and the introduction of a CEO Advisory Group as result.

Shire-wide Training Calendar A formal training calendar has been introduced with information drawn from a newly developed organisation-wide Skills Matrix and considering training requirements from individual development plans.

Shire-wide Health & Wellbeing Calendar This calendar has been successfully executed with a blend of education, free seminars, and charity event celebrations across the Shire. These calendar events are a result of all-staff collaboration efforts in understanding their needs.

Safe workplace The Shire engaged an external provider for 12-month onsite support. This has proven highly effective as the Shire has recently been awarded ISO 45001 accreditation, confirming that we meet international safety standards. With the transition to new WHS Act 2020 legislation, we increased our focus on psychosocial safety in the workplace through relevant training, staff feedback and having mental health first aiders on site.

In order to sustain itself as a future place of work and as a result of tighter market conditions and a continued war for talent, a recent review was conducted and as a result, this document was rebranded as Shire of Ashburton Recruitment, Onboarding and Retention Strategy. This document was developed as a result of a collaborative effort through a Technical Advisory Group (TAG), consisting of members of the Shire’s management group. In addition, consultation occurred with the Executive Leadership Team, including the Deputy Chief Executive Officer and Chief Executive Officer, all of whom endorsed this document.

Comments

This document serves not only as an informing strategy as part of the Shire’s integrated planning framework, but also as the Shire’s roadmap to successfully attract, recruit, onboard and retain key talent to achieve strategic outcomes.

While there is no direct cost implications, the following should be highlighted:

Initiative	Cost	Comment
Introduce and Promote Updated Relocation and Repatriation Policy	Existing with marginal change from existing policy	Council Item to be presented at next Council meeting
Developing an Emerging Leaders program	No additional cost	Cost to be included in the Learning and Development (training) budget for 2024/25
Offer One Additional Paid Personal Leave Day (mental health day)	No direct cost	Productivity impact only - In the event of 100% uptake, will equate to approximately 1,500 hours of paid time
Two days Paid Travel Time for travel outside of Shire (for death of a direct family member)	No direct cost	Productivity impact only - Estimated at approximately 320 hours
Document publishing cost	Approximately \$2,000	Confirmed available media budget

It is worth noting that the cost of inaction will by far exceed the cost of these identified initiatives, which will have a major impact on the Shire’s ability to deliver on major projects as well as impact on employee engagement and morale. This could lead to further increased turnover, burnout, mental health issues and community reputational damage.

Consultation

- Chief Executive Officer
- Deputy Chief Executive Officer
- Director Corporate Services
- Acting Director Infrastructure Services
- Acting Director Community Development
- Middle Management Group
- Strategy TAG Group

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	4.5 Safe, engaged, inclusive, and productive workforce culture
Strategy	1 Enable a learning culture, and high performing and engaged teams, by building organisational capability through education, development, and empowerment of our workforce.

Council Policy

[Council Policies » Shire of Ashburton](#)

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Any direct cost of initiatives included within this document will be considered during the 2024/25 budget period.

Legislative Implications

Work Health and Safety Act 2020

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
People	Inability to deliver on the Shire Community Strategic Plan 2022-2032 Increased staff turnover Disgruntled community Reputational damage Low staff morale Increased workload with no capacity to deliver Increased mental health issues Safety breaches resulting in penalties and/or manslaughter charges Disengaged workforce	Likely (4)	Major (4)	High (10-16)	Council to endorse the Shire’s revised Recruitment, Onboarding and Retention Strategy.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the revised Shire of Ashburton Recruitment, Onboarding and Retention Strategy, Council, endorses the strategy as detailed in Attachment 1.

12.6 Onslow Airport Future Business Precinct – Determination of Road Names

File Reference	ONS.0016
Applicant or Proponent(s)	Not Applicable
Author	J Hunter, Acting Executive Manager Land, Property & Regulatory Services
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting 20 August 2014 - Item 14.2 – Minute 11845 Ordinary Council Meeting 15 October 2014 - Item 14.1 – Minute 11866 Ordinary Council Meeting 27 September 2016 - Item 18.1 – Minute 45
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. WAPC Approved Subdivision Plan and Un-named Roads 2. Extract from Landgate Naming Policy and AS4819 3. Proposed Street/ Road Names

Report Purpose

To consider names for existing roads and new roads that will be created as part of the subdivision of Lot 9500 McAullay Road, Onslow (the subject land) to create the Onslow Airport Business Precinct.

Background

The subject land is located immediately north-west of the Onslow Airport (see Figure 1 below) and is vacant. An unnamed access road is located within the subject land, which connects the Airport to McAullay Road.



Figure 1: Location Plan (Landgate Map Viewer Plus)

On 21 September 2021, the Western Australian Planning Commission (WAPC) approved a subdivision of Lot 9500 McAullay Road (Attachment 1), as shown in the Figure 2 below, subject to 11 conditions.

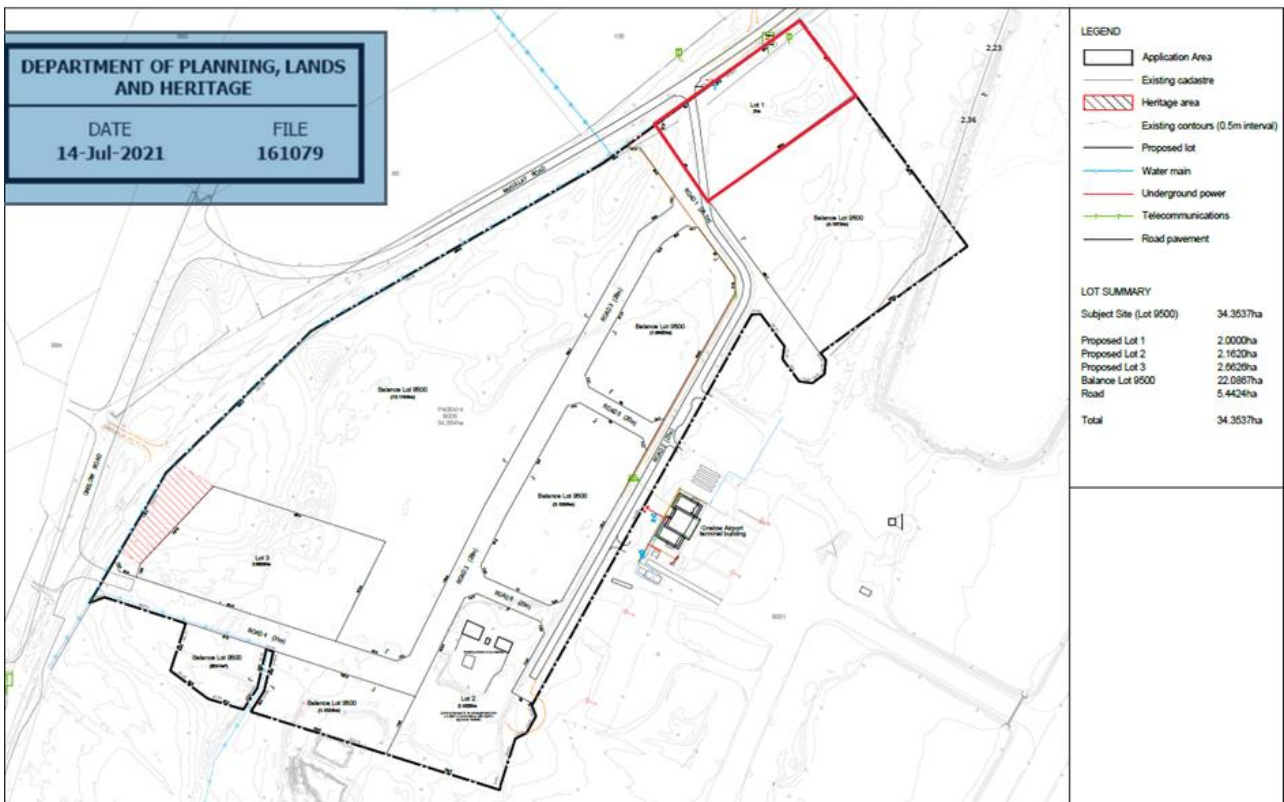


Figure 2: Approved Subdivision Plan

The Shire is staging the subdivision and pursuing the creation of Lot 1 (located in the north-eastern corner, shown in red Figure 2 above) before creating the other approved lots. The Shire is required to re-align part of Road 1 to the south, as it currently bisects proposed Lot 1, and gazette it as a public road.

A public road is any road that is opened, dedicated, or declared to be a public road, whether under the *Land Administration Act 1977* (the Act), or any other Act. Road 1 will remain as the entry road to Onslow Airport and can be dedicated as a public road by depicting it on the deposited plan for Lot 1 alongside a preferred street name, in accordance with the *Planning and Development Act 2005*.

Once Council selects a name for each road within the subdivision area, the Shire will submit it to Landgate and the Geographical Names Committee (GNC). The GNC provides independent expert advice and recommendations to the Minister for Lands (the Minister) and to Landgate on:

- Geographic naming policy and principles;
- Contentious or complex geographic naming matters; and
- Geographic naming issues of regional, State and national significance.

Comments

There are six roads within the Onslow Airport Business Precinct that require naming. The headings below discuss the requirements for street naming and the proposed road names for roads 1 – 6 (inclusive).

Requirements for Street Names

When proposing street names for roads 1 – 6, each name will need to be in accordance with Landgate’s ‘Policies and Standards for Geographical Naming in Western Australia’ and Australian Standard AS4819:2011: ‘Rural and Urban Addressing’. Excerpts from these documents are within Attachment 2.

The names contained within Attachment 3 are generally in conformance with these requirements. Based on AS4819:2011, there are four different road types applicable to the Onslow Airport Business Precinct roads, which are defined in the table below.

Road Type	Abbreviation	Description	Applicable Onslow Airport Business Precinct Road
Approach	App	Roadway leading to an area of community interest.	1
Lane	Lane	Narrow way between walls, buildings or a narrow country or city roadway.	5 – 6
Road	Rd	Open way or public passage primarily for vehicles.	1 – 4
Way	Way	Roadway affording passageway from one place to another. Usually not as straight as an avenue or street.	1

Following Council’s decision, the Shire is required to ensure that each proposal includes the following information.

1. The reason for the proposal;
2. Origin of each road name and its source;
3. A location by local government, locality and estate name if known;
4. Identification on a map clearly indicating extent and precise start and end points;
5. Photographs or sketches and any other supporting information such as historic articles, reference materials, publications etc;
6. Where applicable, evidence of landowner, family or community support; and
7. If the name is Aboriginal in origin, evidence of support from relevant Aboriginal Community.

Under the provisions in the Act, the Minister has the authority for officially naming and un-naming roads in Western Australia. Should the Shire adopt road names for roads in the Onslow Airport Business Precinct, they will need to be submitted to Landgate in accordance with section 26A(3) of the Act. Landgate has delegated authority to act on the Minister's behalf to undertake administrative responsibilities, including the development of policies and procedures, required for the formal approval of road names.

After submitting road names to Landgate, in accordance with section 26A(4) of the Act, Landgate (on behalf of the Minister) may –

1. Approve the proposed name; or
2. Direct the local government to reconsider the proposed name, having regard to such matters as the Minister may mention in the direction; or
3. Refuse to approve the proposed name.

If the Shire is advised that the selected names have not been approved, a further report will be presented to Council.

Future Street Names for Roads 1 – 6

There are many naming options available for Council to consider for roads 1 – 6 in the Onslow Airport Business Precinct. Attachment 3 contains a comprehensive list, including names that will be discussed under the categories below.

1) Aircraft

The Onslow Airfield and Aerodrome have accommodated a variety of aeroplanes and helicopters over the years.

The Bristol Tourers were used by Sir Norman Brearley (discussed further below) as some of the earliest aeroplanes to traverse the Pilbara, as part of the weekly service between Geraldton and Derby, landing at Carnarvon, Onslow, Roebourne, Port Headland and Broome, which commenced in 1921. This service was extended to Perth in 1924. By 1928, the de Havilland 50 became the most popular plane to continue this flight path.

Both types of aeroplanes were important for mail delivery and travel purposes, which increased access to the Onslow townsite. Accordingly, they could be used as the basis for road names within the Onslow Airport Business Precinct.

In more recent times, the Pilatus PC aeroplanes have been utilised by the Royal Flying Doctor Service to provide emergency medical and primary health care services to people living in rural and remote Australia. These aeroplanes have been catered for by the Onslow Airport and could be used as a road name.

2) Historical Figures

Sir Norman Brearley was one of the first to have realised possibilities of aviation in Western Australia and particularly the north-west. In 1921, Brearley won a Federal Government contract to operate a mail and passenger service in the north-west, which stopped in Onslow. Sir Norman Brearley appointed Onslow Clark to be a local agent in Onslow for the flight network. Prior to the introduction of the 1921 mail service, Onslow relied upon messages being physically carried over great distances of rough terrain up until 1917 when telephones were introduced, and two-way radios become more commonly used.

Should Council wish to name a road after Sir Norman Brearley, it is recommended that a different road type be used, as the City of Belmont named a road connecting to Perth Airport, Brearley Avenue.

3) Onslow Townsite

The original subdivision of the Onslow Townsite included 116 lots that were serviced by 14 streets. The majority of these streets were named after family members of Chief Magistrate, Sir Alexander Campbell Onslow, and could be used as names for roads within Onslow Airport Business Precinct. It is recommended that the names Arthur and Pooley, who were both descendants of the Onslow Family, be used as names for road 5 and 6, respectively.

4) Previously approved Street Names

At its Ordinary Council Meeting held on 15 October 2014, Council approved a list of 61 names that could be used by LandCorp (now DevelopmentWA) for Barrarda Onslow, deciding:

“That Council:

1. *Approved the following additional street names for use in Barrarda Estate or elsewhere in Onslow should any additional street names be required in future:*

- | | |
|------------|-------------|
| • Crawford | • Highham |
| • Cane | • McAullay |
| • Stewart | • Tucker |
| • Blair | • Joy |
| • Ahmat | • Hayes |
| • Herbert | • Depledge |
| • Grant | • Mullins |
| • Kempton | • Fazeldene |
| • Gray | • Wirlu |
| • Stroud | • Juru |

2. *Approved the final street names selected by LandCorp as per ATTACHMENT 14.1B on the ‘Barrarda Lot Plan’ to allow consideration by the Geographic Names Committee.*

The following names are included:

- | | |
|-------------------|-----------------|
| • Scully Road | • Carlyn Street |
| • Kempton Avenue | • Wimbil Street |
| • Stewart Street | • Tonkin Avenue |
| • Crawford Street | • Mirri Lane |
| • Ahmat Road | • Yardi Street |
| • Hayes Street | • Garla Road |
| • Marna Road | • Parker |
| | • Tink |

3. *Should any of the preferred names selected in Part 2 of this determination not be acceptable to the Geographic Names Committee, then any suitable alternative from the selection of names approved in Part 1 of this determination or those approved in the previous Council meeting (August 2014) may be used.”*

Following this decision, eight of these names were used within the Barrarda Estate. The remaining names are included in Attachment 3 as a list of potential names for Roads 1 – 6 in the Onslow Airport Business Precinct.

In September 2016, Council considered possible road names for the Onslow Ring Road and renaming a portion of Onslow Road and decided to name Onslow Ring Road ‘Onslow Road’ and rename a section of Onslow Road to McAullay Road.

Attachment 3 reflects this decision, and it is recommended that Council selects road names for roads 1 – 6 from this attachment.

Consultation

Landgate has advised that community consultation is not required for new road names that are endorsed by Council.

Acting Executive Manager Land, Property and Regulatory Services
Executive Leadership Team

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	2. Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	2.8 Safe and interconnected transport networks for the community
Strategy	2 Manage roads, pathways, and other transport infrastructure according to need and use.

Council Policy

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Nil

Legislative Implications

Land Administration Act 1997

Section 26A. Names of roads and areas in new subdivision

Planning and Development Act 2005

Section 168. Road, creation of etc. on subdivision etc.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Project (time)	If road names are not selected, the Shire will be unable to proceed with the dedication of road 1 as a public road.	Possible (3)	Moderate (3)	Moderate (5-9)	Endorse the officer's recommendation.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to street names for Roads 1 – 6 within the Onslow Airport Future Business Precinct, identified in Attachment 1, Council, requests that the Minister for Lands names:

1. Road 1, Brearley Way.
2. Road 2, Havilland Approach.
3. Road 3, Tourer Road.
4. Road 4, Pilatus Road.
5. Road 5, Pooley Lane.
6. Road 6, Arthur Lane.

13 Corporate Services Reports

13.1 Monthly Financial Statements - March 2024

File Reference	FM03
Applicant or Proponent(s)	Not Applicable
Author	T Dayman, Manager Finance
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Monthly Financial Statements - March 2024

Report Purpose

Shire officers are required to prepare a Statement of Financial Activity each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the month ended 31 March 2024.

Council is requested to accept the Statement of Financial Activity as provided.

Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements (as attached).

There are no further 2023/2024 Budget amendments recommended.

Consultation

Executive Leadership Team
 Middle Management Group
 Finance Team

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	4.2 Appropriate, sustainable, and transparent management of community funds
Strategy	4 Ensure financial transactions are accurate and timely.

Council Policy

Nil

Financial Implications

Current Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

Future Financial Year(s)

Nil

Legislative Implications

Local Government Act 1995

Section 6.4 (Financial report)

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

Regulation 34 (Financial activity statement required each month (Act s.6.4)

Shire officers are to prepare each month a statement of financial activity reporting on the revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Material misstatement or significant error in the financial statements.	Unlikely (2)	Moderate (3)	Moderate (5-9)	Review of financial position information to be undertaken regularly and by multiple Shire officers.
Compliance	Council does not accept the officer recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Council with sufficient information for decision making.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to Monthly Financial Statements, Council, in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Statement of Financial Activity, and associated documentation, for March 2024, as included at Attachment 1.

13.2 Monthly Schedule of Accounts Paid - March 2024

File Reference	FM03
Applicant or Proponent(s)	Not Applicable
Author	T Dayman, Manager Finance
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Schedule of Accounts Paid - March 2024

Report Purpose

Shire officers are required to prepare a Schedule of Accounts Paid each month containing relevant information, as legislated.

The purpose of this report is to present the:

- Schedule of Creditor Accounts Paid for March 2024,
- Trust Fund Payments for March 2024, and
- Corporate Credit Card and Payment Card Reconciliations for February 2024.

Council is requested to confirm the Monthly Schedule of Accounts Paid, as presented.

Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

A new regulation has been added to the *Local Government (Financial Management) Regulations 1996* to increase transparency and accountability in local government, through greater oversight of incidental spending. From 1 September 2023, local governments are required to disclose information about each transaction made on a credit cards, debit cards or other purchasing cards.

Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and this is attached.

For the month under review the following summarised details are presented:

Description	Amount \$
<u>Municipal Fund</u>	
Electronic Funds Transfers	5,171,718.87
BPay/Credit Cards	226,145.16
Cheques	0
Payroll	929,049.86
Bank Fees and Charges	2,903.87
<u>Municipal Fund Total</u>	
<u>Trust Fund</u>	
Electronic Funds Transfers	0.00
<u>Trust Fund Total</u>	
<u>0.00</u>	
<u>Payment Cards</u>	
Credit Cards	21,347.35
Fuel Cards – Ampol	1,478.90
Fuel Cards – Viva / Shell	8,062.5
Fuel Cards – Wex Motorpass	53.70
Taxi Cards – Cabcharge	235.21
<u>Payment Cards Total</u>	
<u>31,177.66</u>	

Consultation

Executive Leadership Team
Finance Team

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

- Strategic Objective 4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
- Strategic Outcome 4.2 Appropriate, sustainable, and transparent management of community funds
- Strategy 4 Ensure financial transactions are accurate and timely.

Council Policy

Nil

Financial Implications

Current Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

Future Financial Year(s)

Nil

Legislative Implications

Local Government (Financial Management) Regulations 1996

Regulation 13 (Payments from municipal fund or trust fund by Chief Executive Officer, Chief Executive Officer’s duties as to etc.)

Where the Chief Executive Officer has been delegated the exercise of power to make payments from the Municipal Fund or the Trust Fund, a list of accounts authorised for payment by the Chief Executive Officer is to be presented each month to Council.

Regulation 13A Payments by employees via purchasing cards

If a local government has authorised an employee to use a credit, debtor or other purchasing card, a list of payments made using the card must be prepared each month is to be presented to Council.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Council does not accept the officer recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Council with adequate information to make an informed decision.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to Monthly Schedule of Accounts Paid, Council, in accordance with regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996*, confirms the Monthly Schedule of Accounts Paid, including payment cards, for March 2024, as included at Attachment 1.

13.3 Memorial Request - Purple Bench, Tom Price

File Reference	PH17
Applicant or Proponent(s)	Nintirri Centre
Author	J Bray, Manager Governance
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Report Purpose

The purpose of this report is to present the application for the installation of a Purple Bench in memorial of victims of domestic and family violence, submitted by the Nintirri Centre.

Council is requested to approve the installation of a Purple Bench on Crown Reserve No. 46292, Lot 34 on Deposited Plan 195131, nearest intersection Central Road (Tom Price Shopping Precinct) and provide a co-contribution of \$3,212.80 for this project to the Nintirri Centre.

Background

The Purple Bench Project supports the installation of purple benches in public spaces to honour all victims killed as a result of domestic and family violence (DFV). The purple bench initiative began in Nova Scotia, Canada, where purple benches are located in public parks to honour the memory of women murdered by their partner and to provide help numbers for people experiencing DFV. They are known as Barb’s Benches and were launched in 2015 to mark the 25-year anniversary of the murder of Barb Ballie by her husband.

The Purple Bench Project was brought to Western Australia (WA) by the Women’s Council for Domestic and Family Violence Services WA, the previous peak body for domestic and family violence services, now known as Centre for Women’s Safety and Wellbeing (CWSW).

The project has become a prominent place-based initiative which honours victims killed as a result of DFV, raises awareness of DFV in the community and provides the details of crisis phonedlines that can provide assistance. An example of a Purple Bench is provided at Figure 1 below.



Figure 1: example of a Purple Bench


Council Policy – Memorials on Shire Land states as follows:

“The Shire will consider applications for the placement of seats with plaques in appropriate locations, such as beside paths and in accordance with any Land Management Orders that may operate for the reserve. Applications must be made in writing to the CEO with a clear description of the proposed location. All applications will require Council approval.

The purchase and placement of the seat will be at the expense of the applicant and the seat will be to Shire specifications and the location as determined by Council.”

Comments

An application for a memorial was received by the Shire on 13 February 2024. The application details are as follows.

Applicant	Nintirri Centre
Memorial recipient	Victims of domestic or family violence.
Memorial location	Doug Talbot Park, Tom Price
Memorial significance	To honour victims killed as a result of DFV, raises awareness of DFV in the community and provides the details of crisis phonelines that can provide assistance.
New or restoration of an existing memorial	New
Memorial type	Seat
Seat construction	Dimensions: 1800mm L Slats: reinforced extruded anodised aluminium (dark violet). Frame: cast aluminium, powder coated finish (dark violet). Suited for external placement and weather conditions.
Plaque construction	316 Stainless steel (0.9mm), laser etched, radiused corners
Plaque size	190mm (w) x 55mm (l)
Plaque wording	In honour of the victims of domestic homicide. For advice and support, phone the Women’s DV helpline on 1800 737 732 

The Nintirri Centre have been successful in securing a \$300 grant from Linkwest and are able to contribute a further \$1003 towards this project. A financial contribution from the Shire is requested to deliver the Purple Bench project.

Shire officers met with officers from the Nintirri Centre on 14 March 2024 to view two possible location options being:

1. Crown Reserve No. 41388, Lot 317 on Deposited Plan 67300, Central Road, Tom Price (Doug Talbot Park), and
2. Crown Reserve No. 46292, Lot 34 on Deposited Plan 195131, nearest intersection Central Road (Tom Price Shopping Precinct).

Option 1 – Doug Talbot Park

The Nintirri Centre's application requested the Purple Bench be installed in Doug Talbot Park due to the nature of the park, being a memorial garden and it being the finishing location of the annual White Ribbon Day march.

The proposed location for the installation of the Purple Bench is along the left side of the footpath (refer to Figure 2) to allow for viewing the memorial garden when seated.

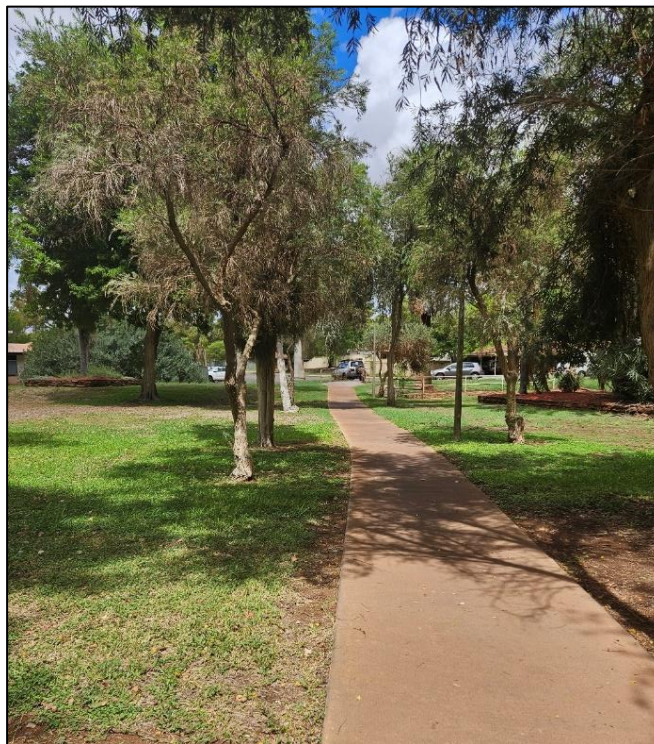


Figure 2: Doug Talbot Park proposed location

Upon reviewing the suitability of this location, several site-specific issues were identified as detailed below.

Safety

The park is dimly lit, raising concerns about safety. Given the low visibility and lack of foot traffic, installing the bench in this location could potentially pose safety risks to individuals using the area, especially during the evening or nighttime hours.

Vandalism and damage

The area is prone to vandalism due to its dimly lit and secluded nature. Installing a bench in such an environment increases the likelihood of it being subjected to vandalism, leading to damage or defacement.

The sprinklers in the park will cause calcium build-up and staining, which will affect the aesthetic of the bench. Regular maintenance would be required to mitigate the impact of water damage.

The presence of bats in the area poses a significant concern. Bat guano, known for its acidic properties, may cause damage to the bench over time, potentially compromising its structural integrity and appearance.

Cost

The cost estimate received for laying a concrete slab adjacent to the footpath and installing the bench is \$8,360.

Proposed future works

Proposed future works to widen the footpath could disrupt the installed bench or necessitate its relocation, leading to additional costs and inconvenience.

Due to the reasons set out above, Doug Talbot Park is not the preferred location.

Option 2 - Tom Price Shopping Precinct

The proposed location for the installation of the Purple Bench is along the wall near the chemist (refer to Figure 3) to allow for viewing of the Shopping Precinct gardens when seated.



Figure 3: Tom Price Shopping Precinct proposed location

The Tom Price Shopping Precinct is the preferred location for the Purple Bench for reasons detailed below.

Safety

The area is well lit, equipped with CCTV surveillance, and experiences high foot traffic, ensuring a safe environment for bench users.

Vandalism and damage

With the presence of CCTV surveillance and high foot traffic, the likelihood of vandalism to the bench is significantly reduced.

Unlike Doug Talbot Park, there is no risk of damage from sprinklers or bats in the Shopping Precinct.

Cost

Given that concrete is already laid, the bench can be installed by Shire officers, at an estimated cost of \$600.

Proposed Future Works

The area designated for bench installation will not be affected by the proposed future works within the Shopping Precinct.

The Tom Price Shopping Precinct is the preferred location for the Purple Bench, primarily due to its safety features and reduced risk of vandalism and damage. These factors ensure the Purple Bench's usability, longevity, and accessibility for members of the community. The Nintirri Centre have advised they are supportive of the placement of the Purple Bench in the Tom Price Shopping Precinct.

The applicant will be responsible for ordering and arranging the delivery of the Purple Bench. The Shire will arrange installation and will be responsible for any future maintenance. This is expected to be minimal.

The Nintirri Centre has invited the Hon. Sabine Winton MLA (Minister for Early Childhood Education, Child Protection, Prevention of Family and Domestic Violence, Community Services) to attend the White Ribbon Day event in November 2024. It is anticipated that the Purple Bench will be unveiled at this event.

Incidents of domestic and family violence negatively impact families directly and more widely the broader community. Briefly, published WA Government statistics suggest:

- One in six Australian women have experienced physical and/or sexual violence by a current or previous partner since the age of 15.
- In 2022, 37% of homicide and related offences in WA were family and domestic violence related (18 victims).
- In 2022, the number of victims of assault in WA increased by 7% to 38,743 victims, the highest number in 30 years. Sixty-four per cent of assaults were family and domestic violence related (24,896 victims).
- Intimate partners are responsible for almost 80 per cent of the hospitalisations of women from family and domestic violence in WA, with 20 per cent of perpetrators being other family members.

Supporting the application submitted for this Purple Bench project is a positive opportunity to increase family and domestic violence awareness.

A Purple Bench was previously installed in 2020 outside of the Karingal Neighbourhood Centre in Paraburdoo. Applications for similar projects elsewhere in the district could also be supported in the future, if suitable Shire managed locations can be identified and local groups initiate applications.

Consultation

The Shire has liaised with the Nintirri Centre in regards the application including on-site meetings to view possible locations. During the onsite discussions it was agreed that Tom Price Shopping Precinct) as shown in Figure 3 of this report, is the preferred location.

The Chief Executive Officer has considered the application and is supportive of the memorial installation.

Town Maintenance and Facilities have been consulted in regard to this Purple Bench project.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	4.6 Visionary community leadership with sound, diligent and accountable governance
Strategy	3 Deliver best practice governance and risk management.

Council Policy

[Council Policies » Shire of Ashburton](#)

Council Policy – Memorials on Shire Land provides guidelines on what memorials may be placed in public places and the process that needs to be followed to gain consent for the placement of a memorial.

Financial Implications

Current Financial Year

The cost of this Purple Bench project is itemised below.

Item	Cost
Purple Bench	\$2,912.80
Delivery	\$1,003.00
Installation	(Shire in-kind support) \$600.00
Plaque	((donated by the supplier) No cost
Total	\$4,515.80

The Nintirri Centre have been successful in securing a \$300 grant from Linkwest for the project and are able to contribute a further \$1003 from their own funds.

The remaining \$3,212.80 is requested to be contributed to by the Shire. EM24035 – Council Donations has sufficient funds available to meet the costs of the contribution.

Future Financial Year(s)

Ongoing maintenance costs are expected to be minimal.

Legislative Implications

Nil

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Negative perception of the Shire for not supporting the memorial.	Unlikely (2)	Moderate (3)	Moderate (5-9)	Provide sufficient information in the report to ensure elected members make an informed decision.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the Memorial Request - Purple Bench, Tom Price, Council acknowledges the negative impact of domestic and family violence; and

1. Approves and proudly supports the Nintirri Centre's request for the installation of a Purple Bench at Crown Reserve No. 46292, Lot 34 on Deposited Plan 195131, nearest intersection Central Road (Tom Price Shopping Precinct) as shown in Figure 3 of this report.
2. Approves a contribution of \$3,212.80 from EM24035 – Council Donations, towards the purchase and installation of the Purple Bench.

13.4 Gross Rental Valuation (GRV) Rating of Transient Workforce Accommodation - Review 2024

File Reference	RV01
Applicant or Proponent(s)	Not Applicable
Author	D Kennedy, Director Corporate Services
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Ordinary Council Meeting 20 February 2024 - Item 13.3 – 020/2024
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. Rio Tinto Submission - Mesa H_Western Ranges_Marandoo - Confidential 2. API Submission - Mt Elvire Camp - Confidential 3. Rio Tinto - Marandoo Consultation Letter March 2024 - Confidential 4. Rio Tinto - Marandoo Technical Land Description 5. Rio Tinto - Western Ranges Consultation Letter March 2024 - Confidential 6. Rio Tinto - Western Ranges Technical Land Description 7. Rio Tinto - Mesa H Consultation Letter March 2024 - Confidential 8. Rio Tinto - Mesa H Technical Land Description 9. MRL - Onslow Fly Camp Consultation Letter March 2024 - Confidential 10. MRL - Onslow Fly Camp Technical Land Description 11. FMG - Castle Camp Consultation Letter March 2024 - Confidential 12. FMG - Castle Camp Technical Land Description 13. Hancock Prospecting - Mulga Downs Consultation Letter March 2024 - Confidential 14. Hancock Prospecting - Mulga Downs Technical Land Description 15. API Management - Mt Elvire Consultation Letter March 2024 - Confidential 16. API Management - Mt Elvire Technical Land Description 17. MRL - Kens Bore - Existing Camps Consultation Letter March 2024 March - Confidential 18. MRL - Ken's Bore Existing Camps Technical Land Description

Report Purpose

Council is required to consider any submissions received during the consultation period with respect to changing the basis of rating on several Transient Workforce Accommodation (TWA) facilities within the Shire from unimproved valuation (UV) to gross rental valuation (GRV) identified in a recent audit.

The purpose of this report is to complete the statutory process in accordance with the guidelines issued by the Department of Local Government, Sport and Cultural Industries (DLGSC).

Council is requested to approve the Chief Executive Officer making an application to the Minister for Local Government (the Minister) to change the basis of rating on the properties listed in the body of the report.

Background

At its meeting held on 20 February 2024, Council resolved as follows:

“That with respect to the Gross Rental Valuation (GRV) Rating of Transient Workforce Accommodation - Review 2024, Council,

- 1. Notes that the Punurunha Village – Marandoo, Western Ranges – Paraburdoo, and Mesa H – Pannawonica transient workforce accommodation facilities operated by Rio Tinto are not currently rated using the Gross Rental Valuation basis;*
- 2. Notes that the Eliwana Flying Fish Fly Camp and the Solomon Hub Castle transient workforce accommodation facilities operated by Fortescue Metals Group are not currently rated using the Gross Rental Valuation basis;*
- 3. Notes that the multiple camps at Ken’s Bore and the Onslow Iron Fly transient workforce accommodation facilities operated by Mineral Resources Limited are not currently rated using the Gross Rental Valuation basis;*
- 4. Notes that the Mulga Downs Exploration Camp, operated by Hancock Prospecting, is not currently rated using the Gross Rental Valuation basis;*
- 5. Notes that the Mt Elvire Exploration Camp, operated by API Management, is not currently rated using the Gross Rental Valuation basis;*
- 6. Supports the Chief Executive Officer in commencing the gazettal process to change the method of valuation on the above Transient Workforce Accommodation facilities from Unimproved Value to Gross Rental Value;*
- 7. Requests the Chief Executive Officer, to consult with the property owners to inform them of Council’s intention to make an application to the Minister for Local Government to change the basis of rating to Gross Rental Value and provide a 28-day submission period;*
- 8. Requests the Chief Executive Officer prepare a further report to Council at the conclusion of the consultation period; and*
- 9. Notes that the Wandoo Camp and Pannawonica Village located within the Pannawonica town site boundary and operated by Rio Tinto will be converted from GRV Commercial to GRV Transient Workforce Accommodation from 1 July 2024.*

Comments

In accordance with Council Resolution from the 20 February 2024 Ordinary Council Meeting, consultation has occurred with all stakeholders.

Formal submissions were received from Rio Tinto and API Management.

A summary of these responses is provided below for Council consideration.

Name	Indicative GRV	Comments
Punurunha Village – Marandoo (Rio Tinto)	\$3,200,000	<p>This camp has been established for many years but has <u>never</u> been rated.</p> <p>The December 2018 agenda item to Council made the below reference which has subsequently been determined to be incorrect:</p> <p><i>“The remaining TWAs identified during the application process are those located in the Shire’s town-sites, including one located outside the Tom Price town site (Punurunha Village – Marandoo). These TWAs are currently rated GRV Commercial/Industrial, and it is intended they be grouped alongside those recently approved by the Minister under a new rating category: GRV Transient Workforce Accommodation”.</i></p> <p>The Marandoo site has not been gazetted to GRV. Legislation does not allow back rating to recover the ~\$3m in foregone rates when converting the basis of rating from UV to GRV. It appears that one of two assessments relating to the Windawarri Lodge in Tom Price has incorrectly been mistaken for the Punurunha Village.</p>
Western Ranges – (Rio Tinto)	\$4,000,000	<p>New 1600-person camp constructed in 2023.</p> <p>Becomes rateable from July 2024, being 12 months following completion.</p>
Mesa H (Rio Tinto)	\$1,600,000	<p>500-person camp constructed in 2019.</p> <p>Became rateable from December 2020</p> <p>Foregone rates of ~\$1m</p>

<p><u>Rio Tinto Response</u> – (Attachment 1)</p> <p>Provided a combined response for the 3 facilities.</p> <p>Rio Tinto confirmed that they do not object to the proposed change in the basis of rating to apply to the facilities. They also confirmed that they were agreeable for the Shire to commence rating of the Mesa H and Marandoo facilities from 1 July 2023.</p> <p>Rio also confirmed:</p> <p><i>“In addition to the rates payments, we are pleased to work in partnership with the Shire through Inspire and other agreements to provide funding to improve the liveability of the towns of Tom Price, Paraburdoo and Pannawonica in which our employees and families live.”</i></p> <p><u>Officer Recommendation</u></p> <p>That Council proceed with the proposed change in the basis of rating with the support of Rio Tinto.</p>		
<p>Eliwana Flying Fish Camp (FMG)</p>	<p>\$850,000</p>	<p>Newly established temporary 250-person camp in December 2023. This camp is accommodating workers as part of bigger construction of the Flying Fish Construction Camp.</p> <p>Becomes rateable from December 2024 and the Flying Fish Construction Camp will become rateable 12 months after it is first occupied.</p>
<p>Consultation to occur closer to December 2024.</p>		
<p>Onslow Iron Fly Camp (MRL)</p>	<p>\$750,000</p>	<p>200-person Fly-Camp with occupancy certificate issued in September 2023.</p> <p>Becomes rateable from September 2024.</p> <p>Believed to be being used for the Onslow Iron haul road construction so may only be short-term.</p>
<p>MRL acknowledged receipt of correspondence and enquired when interim rates notices would be issued. No formal response received regarding the change to the basis of rating.</p>		
<p>Castle Mining Camp Solomon Hub (FMG)</p>	<p>\$235,000</p>	<p>Technical Land Description was obtained for this camp in 2018 however it was not gazetted to GRV. It appears that this camp has been in care and maintenance for several years and directly adjoins the Dally Camp in the FMG Solomon Mine Hub.</p> <p>Recent investigations have indicated that FMG are reopening up to 80 beds in this facility and therefore gazettal will occur so that some rating can be obtained.</p>
<p>No response received from FMG</p>		
<p>Mulga Downs Exploration Camp (Hancock Prospecting)</p>	<p>\$125,000</p>	<p>Exploration camp originally constructed in 2012.</p> <p>Extended in 2014 and 2019.</p> <p>Was not picked up as part of the 2018 review so has never been rated or converted to GRV</p>
<p>No response received from Hancock Prospecting</p>		

<p>Mt Elvire (API Management)</p>	<p>\$50,000</p>	<p>In 2018, application to Minister to gazette as GRV was declined on the basis that camp was “temporary”. Shire EHO continues to inspect camp so after 5 years will request gazettal again as “temporary” no longer valid.</p>
<p><u>API Management Response</u> (Attachment 2)</p> <p>API objects to the proposed basis of rating to GRV for the following reasons:</p> <ul style="list-style-type: none"> • Facility remains temporary in nature. • Facility is located on an Exploration Licence that is already rated on a UV basis unlike facilities that are developed on Miscellaneous Licences that are not currently rated. • Camp is not of contemporary standard. • Camp does not support any mining or minerals production. • Camp is only used intermittently during the year for approximately 3 months. <p><u>Officers Recommendation</u></p> <p>Taking into account the justifications provided by API Management, it is recommended that Council defer applying to the Minister to change the basis of rating on the Mt Elvire facility and that the status of the camp be reviewed on an annual basis. Should any of the above circumstances change it would be brought back to Council for further consideration.</p>		
<p>Wandoo Camp & Pannawonica Village (Rio Tinto)</p>	<p>N/A</p>	<p>In 2018, the Wandoo Camp was identified as being rated under the GRV Commercial category as its located within the Pannawonica Town site boundary. The GRV Transient Workforce Accommodation Rating category was supposed to apply from 2018 however it appears that this was not changed administratively which will be corrected for the 2024/25 rating year.</p> <p>The Pannawonica Village was not identified in the 2018 review and is rated under the GRV Commercial category. Like the Wandoo Camp this will be corrected to the GRV Transient Workforce Accommodation category for the 2024/25 rating year.</p>
<p>No comment sought on the above. Already rated GRV with internal administration change to GRV Transient Workforce Accommodation to take effect from 1 July 2024.</p>		
<p>Ken’s Bore (Existing) (MRL)</p>	<p>\$2,500,000</p>	<p>The Ken’s Bore project has several small camps that have been developed in recent years. These camps are rateable as soon as the gazettal process is completed. Some of this infrastructure maybe removed in the future as the main resort camp becomes fully operational.</p>
<p>Ken’s Bore – “Resort” (MRL)</p>	<p>\$6,500,000</p>	<p>The Ken’s Bore Resort Camp is nearing completion and will become rateable within the next 12 months. The gazettal process will be commenced so there is no delay in the raising of rates.</p>

<p>MRL acknowledged receipt of the correspondence and enquired when interim rates notices would be issued. No formal response received regarding the change to the basis of rating.</p> <p>Consultation for Ken’s Bore will be required 12 months after this facility is completed.</p>		
Total	\$19,810,000	

Consultation

Consultation has occurred with the stakeholders who are operating Transient Workforce Accommodation that is nearing or exceeded 12 months of occupation.

Formal responses were received from Rio Tinto and API Management that have been summarised in the body of the report. Refer Attachment 1 & 2 for full submissions.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	4.2 Appropriate, sustainable, and transparent management of community funds
Strategy	4 Ensure financial transactions are accurate and timely.

Council Policy

[Council Policies » Shire of Ashburton](#)

Gross Rental Value Rating of Mining Tenements – Policy (Minister for Local Government 2015).

Financial Implications

Current Financial Year

Additional rates revenue in the region of \$2 million will be received before 30 June 2024 subject to the Minister approving the individual applications.

Future Financial Year(s)

The Shire has a healthy pipeline of development projects that will assist the Shire’s long term financial sustainability.

Legislative Implications

Local Government Act 1995 (the Act)

Section 6.29 – Valuation and rates on mining and petroleum interests.

Basis of rating is to be the unimproved value of the land unless the following applies:

Capital improvements for the purpose of section 6.29(2) of the Act means:

- (a) Accommodation, recreation and administration facilities and associated buildings; and

- (b) Maintenance workshops existing within 100 metres of facilities listed above; provided that these facilities have been in place for at least 12 months.

Department of Local Government Rating Policy: Valuation of Land – Mining under which an application is to be made for the spot rating of TWA’s and other structures located on Mining Tenements and other land outside the town boundaries.

Section 6.39(2) of the Act allows for amendments to the rate record, including to amend for the 5 years prior to the current financial year. This will allow the Shire to issue interim rate notices back to 1 July 2023 in some instances.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Financial impact	Failure to identify rateable properties correctly therefore having a negative impact on revenue.	Possible (3)	Major (4)	High (10-16)	Process has been established to monitor DMIRS tenement register and Building applications on an ongoing basis to ensure gazettal process commences soon after a camp is established.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the Gross Rental Valuation (GRV) Rating of Transient Workforce Accommodation - Review 2024, Council,

1. Notes that Rio Tinto were consulted with regards to the proposed basis of rating to apply to Punurunha Village – Marandoo, Western Ranges – Paraburdoo, and Mesa H – Pannawonica transient workforce accommodation facilities and that the submission received has been considered;
2. Notes that Fortescue Metals Group were consulted with regards to the proposed basis of rating to apply to the Solomon Hub Castle transient workforce accommodation facilities and that no submission was received;
3. Notes that Mineral Resources Limited were consulted with regards to the proposed basis of rating to apply to the multiple camps at Ken’s Bore and Onslow Iron Fly transient workforce accommodation facilities and that no submission was received;
4. Notes that Hancock Prospecting were consulted with regards to the proposed basis of rating to apply to the Mulga Downs Exploration Camp and that no submission was received;
5. Notes that API Management were consulted with regards to the proposed basis of rating to apply to the Mt Elvire Exploration Camp and that the submission received has been considered;

6. Approves the Chief Executive Officer making an application to the Minister for Local Government to apply the Gross Rental Valuation basis of rating to the area contained within the Technical Land Description for the Punurunha Village – Marandoo (Attachment 4);
7. Approves the Chief Executive Officer making an application to the Minister for Local Government to apply the Gross Rental Valuation basis of rating to the area contained within the Technical Land Description for the Western Ranges Village - Paraburdoo (Attachment 6);
8. Approves the Chief Executive Officer making an application to the Minister for Local Government to apply the Gross Rental Valuation basis of rating to the area contained within the Technical Land Description for the Mesa H Village - Pannawonica (Attachment 8);
9. Approves the Chief Executive Officer making an application to the Minister for Local Government to apply the Gross Rental Valuation basis of rating to the area contained within the Technical Land Description for the Solomon Hub – Castle Village (Attachment 12);
10. Approves the Chief Executive Officer making an application to the Minister for Local Government to apply the Gross Rental Valuation basis of rating to the area contained within the Technical Land Description for the Ken’s Bore (existing) (Attachment 18);
11. Approves the Chief Executive Officer making an application to the Minister for Local Government to apply the Gross Rental Valuation basis of rating to the area contained within the Technical Land Description for the Onslow Iron Fly Camp Village (Attachment 10);
12. Approves the Chief Executive Officer making an application to the Minister for Local Government to apply the Gross Rental Valuation basis of rating to the area contained within the Technical Land Description for the Mulga Downs Exploration Camp (Attachment 14);
13. Defers making an application to the Minister for Local Government to apply the Gross Rental Valuation basis of rating to the area contained within the Technical Land Description for the Mt Elvire Exploration Camp (Attachment 16);
14. Requests the Chief Executive Officer to review the operation of the Mt Elvire Exploration Camp on an annual basis, and bring back to Council for further consideration if warranted;
15. Requests the Chief Executive Officer to take all necessary steps to commence rating the above properties upon notification that the Minister for Local Government has approved the application to change the basis of rating on the above properties to Gross Rental Valuation and that the gazettal process has been completed.

13.5 Long Term Financial Plan 2024 - 2039

File Reference	GV04
Applicant or Proponent(s)	Not Applicable
Author	D Kennedy, Director Corporate Services
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Special Council Meeting 28 July 2022 - Item 6.1 – 099/2022
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Long-Term Financial Plan 2024 - 2039

Report Purpose

The purpose of this report is for Council to consider the draft Long-Term Financial Plan 2024 – 2039.

Council is requested to endorse the Long-Term Financial Plan as provide at Attachment 1, as an informing strategy that will be updated annually.

Background

Planning for the future is a legislative requirement in accordance with section 5.56 of the *Local Government Act 1995*.

To assist Council in meeting their strategic planning responsibilities, the Department of Local Government (Department) has developed an Integrated Planning and Reporting (IPR) Framework.

A key component of the IPR framework is the Long-Term Financial Plan (LTFP). The LTFP is a 15-year rolling financial plan and is created based on a series of assumptions that consider strategic direction, priorities and services identified throughout the Shire’s Strategic Community Plan and Corporate Business Plan.

The LTFP integrates with other important IPR components such as rating strategies (differential rates), the capital expenditure program, asset management plans and workforce plans. The LTFP plays an important informing role to the annual budget process and aims to ensure that a balance is achieved between short-, medium- and long-term needs of the community.

Shire staff have been preparing the LTFP over the course of the previous 6 months and a presentation was made to Council at the workshop held on 19 March 2024 prior to formal endorsement. Moving forward it is proposed that the LTFP be updated on an annual basis prior to commencing the Annual Budget process. Updating the LTFP has been ad hoc in the past however with unprecedented growth and the challenges that this brings having a current LTFP is an essential informing strategy.

Comments

Long Term Financial Plan Summary: 2024 – 2039

The following information provides a summary of the LTFP 2024 – 2039, that should be read in conjunction with the underlying assumptions detailed in the full version of the LTFP 2024 – 2039. (Attachment 1)

Planning for a Sustainable and Stable Future

The Shire of Ashburton is planning for a positive future with strong growth in the district. The Shire seeks to where possible, improve service levels into the future while ensuring a healthy financial position.

Long term maintenance and renewal of the shire's infrastructure remains a significant challenge and requires external funding to ensure the economic and social benefits of the Shire's infrastructure to the broader region and Western Australia are not impacted.

Significant Issues

The continued provision of community infrastructure remains one of the key priorities and major expenditure items for the Shire.

Road maintenance and renewal remain a high priority for the Shire due to the strategic economic benefit the road network provides to the district and broader region. Associated with the road network is the maintenance and renewal of drainage infrastructure.

Adequate maintenance, renewal and upgrading of the road network remains highly dependent on the receipt of external grants and contributions. Added to this is the financial uncertainty regarding remediation of the asbestos contamination on Roebourne–Wittenoom Road and the risk that this poses.

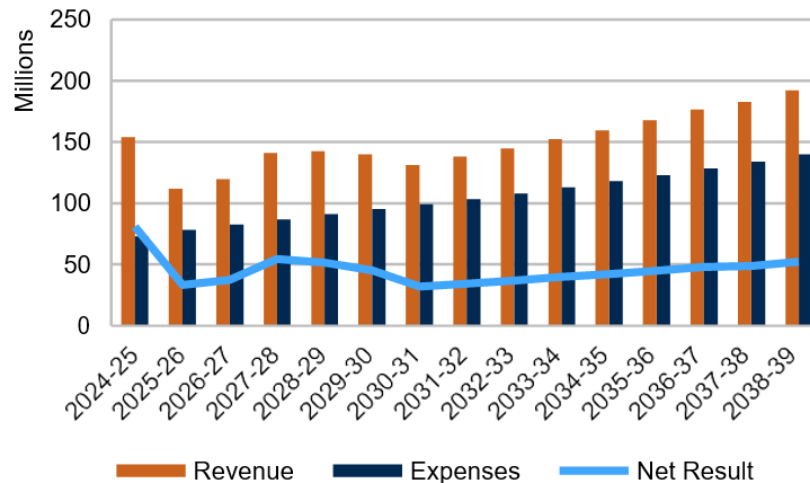
Provision of adequate and appropriate housing for staff to continue to supply services is a major issue for the Shire and requires significant investment. A Staff Accommodation Strategy has been developed to address this issue and is integrated into this Plan.

Forecast Revenue, Expenses and Net Result

The Shire is reliant on receiving more than \$85.2m over the next 15 years in untied operating grants, subsidies, and contributions to maintain the current level of operations and services.

Non-operating grants are expected to remain relatively stable for road renewal with significant additional grants required as Council seeks to increase the level of service of community infrastructure.

A steady increase in operating revenue and expenditure is forecast over the 15 years of the Plan.



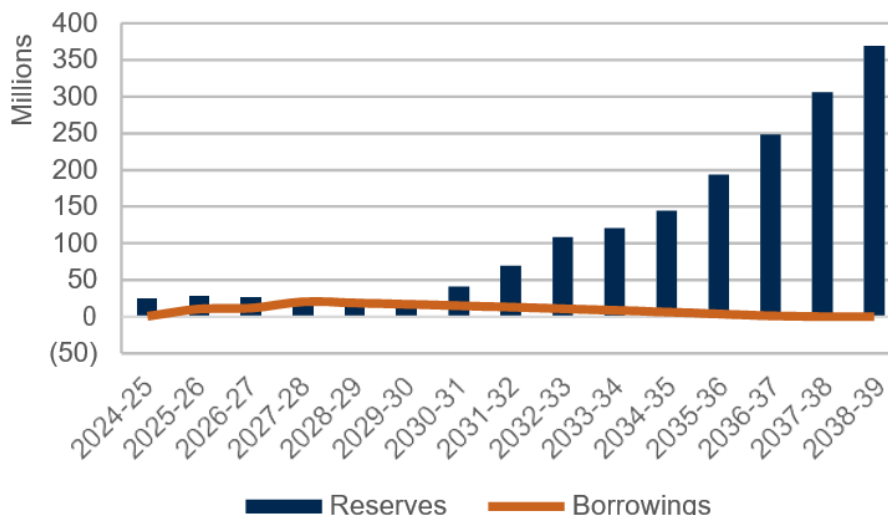
Rates Revenue

Due to development within the district and an increase in rateable assessments, rate revenue is forecast to increase above the standard increase in 2024/25 and 2025/26, thereafter rate revenue is forecast to increase at 5% (CPI 3.5%+1.5%) for the remainder of the Plan. These increases are to assist in the long-term financial viability of the Shire and to increase the level of services to the community where possible.

These increases will be reviewed annually when setting future budgets.

Rates are expected to generate \$68.4m in 2024-25 before increasing at 7.5% in 2025-26 and thereafter increasing at 5% per annum to \$138.8m in 2038-39 and comprise 72% of operating revenue over the term of the Plan.

Forecast Borrowings and Cash Reserves



In general, the finances of the Shire are expected to remain stable over the long term. Reserves will be utilised to fund asset renewals initially resulting in the decrease in reserve levels before increasing as the Shire saves for major forecast future asset renewals and in line with the priorities identified in the Strategic Community Plan, as shown in the chart above.

Negligible new borrowings have been included in the plan, however Council has the option of using short term borrowings as a strategy to cashflow and bring forward capital expenditure projects if required.

Capital Expenditure

Planned capital expenditure of \$676m has been included in the LTFP per the table below. Over \$100m has been included as part of the Staff Housing Strategy and a significant ongoing investment in road infrastructure maintenance and renewal has been forecast. It should be noted that projects in the LTFP each need to progress through various stages of due diligence before Council makes a final investment decision. Many of the larger projects are also contingent on the Shire successfully leveraging grant funding or receiving support from third party stakeholders.

	2024 – 2039 Amount (\$)
Furniture and Equipment	7,500,000
Plant and Equipment	19,206,597
Drainage	43,112,927
Roads	215,307,972
Buildings	200,446,620
Airport	55,878,000
Parks and Recreation	32,404,078
Coastal Infrastructure	47,098,029
Town Infrastructure	29,000,000
Regional Waste Facility	10,000,000
Pathways	16,000,000
Grand Total	675,954,223

Forecast Operating Ratios 2024 – 2039

Monitoring the Shire’s financial rigidity and financial position along with its asset management performance is undertaken by preparing and monitoring various statutory ratios.

	Current	Operating Surplus	Own Source Revenue Coverage	Debt Service Cover
Target Range	1.0-1.2	1%-15%	40%-60%	3-5
Average	0.84	25.65%	127.23%	56.24
2024-25	0.95	21.49%	119.78%	74.32
2025-26	0.67	24.60%	124.81%	439.65
2026-27	0.62	24.79%	125.44%	7.95
2027-28	0.84	25.14%	125.94%	6.38
2028-29	0.84	24.60%	125.33%	16.59
2029-30	0.83	24.68%	125.36%	17.36
2030-31	0.83	24.77%	125.75%	18.06
2031-32	0.82	25.46%	126.78%	19.14
2032-33	0.82	25.91%	127.80%	20.63
2033-34	0.81	26.65%	128.95%	21.91
2034-35	0.81	26.80%	129.48%	22.89
2035-36	0.80	27.27%	130.18%	24.11
2036-37	0.92	27.76%	131.32%	25.48
2037-38	1.00	27.22%	130.23%	72.82
2038-39	1.00	27.68%	131.31%	-

As expected for a Shire with a forecast balanced funding surplus position and current borrowing liabilities, the current ratio is marginally less than target range of 1.0. The trend is not considered to indicate a threat to the Shire’s long term financial position and excludes the Shire’s reserve funds.

The Shire is in a strong overall position with the capacity to renew and maintain existing asset infrastructure, whilst also considering new capital projects that will enhance the liveability of our Shire and the services provided.

Consultation

Internal

- Elected Members
- Executive Leadership Team
- Manager Finance

External

- Moore Australia

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	4.2 Appropriate, sustainable, and transparent management of community funds
Strategy	3 Plan effectively for financial sustainability.

Council Policy

[Council Policies » Shire of Ashburton](#)

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Endorsing the financial implications contained within the LTFP does not result in approval being given to implement any actions contained within it. Priorities will be deliberated annually as part of the Shire budget process. The LTFP reflects the Council’s broad strategic financial direction over the next 15 years, in line with its Strategic Community Plan and Corporate Business Plan.

Legislative Implications

Local governments are required as per Section 5.56 of the *Local Government Act 1995* to plan for the future of its district. Regulations 19C and 19DA of the *Local Government (Administration) Regulations 1996* provide specific guidance to local governments in relation to planning for the future.

The Department has issued an IPR framework and supporting Guidelines. The LTFP prepared is consistent with these requirements.

The IPR framework looks to integrate matters relating to resources, including asset management, workforce planning and long-term planning. The LTFP is a guiding tool used within this framework.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Financial impact	Financial Misstatement	Possible (3)	Insignificant (1)	Low (1-4)	Regular annual reviews to retain currency and relevance of the LTFP as an informing strategy.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the Long-Term Financial Plan 2024 – 2039, Council in accordance with section 5.56 of the *Local Government Act 1995*, endorses the Long-Term Financial Plan, as provided at Attachment 1, as an informing strategy of Council.

14 Infrastructure Services Reports

Nil

15 Community Development Reports

Nil

16 Councillor Agenda Items / Notices of Motion

Nil

17 New Business Of An Urgent Nature Introduced By Council Decision

Nil

18 Confidential Matters

18.1 Property Purchase - Onslow

File Reference	OTW.0088
Applicant or Proponent(s)	Not Applicable
Author	J Hunter, Acting Executive Manager Land, Property & Regulatory Services
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Valuation - Confidential

Reason for Confidentiality

<i>Section under the Act</i>	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(c) of the Local Government Act 1995 as the subject matter relates to:</i>
<i>Sub-clause and Reason:</i>	<i>“s.5.23(2)(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.”</i>

Report Purpose

The purpose of this report is to inform Council of an opportunity which has arisen for the purchase of a property for staff housing purposes in Onslow.

Council is requested to consider purchasing the property and progression to an offer to purchase.

Voting Requirements

Simple Majority

18.2 RFT 07.24 - Design and Construction of Paraburdoo Bike Park, Paraburdoo, WA

File Reference	CM07.24
Applicant or Proponent(s)	Not Applicable
Author	R Wright, Acting Director Community Development
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Evaluation Panel Recommendation Report - Confidential

Reason for Confidentiality

Section under the Act	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(c) of the Local Government Act 1995 as the subject matter relates to:</i>
Sub-clause and Reason:	<i>“s.5.23(2)(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.”</i>

Report Purpose

Council is required to consider the award of tender RFT 07.24 Design and Construction of Paraburdoo Bike Park, Paraburdoo WA.

The purpose of this report is to provide the Tender Evaluation and Recommendation Report for RFT 07.24 Design and Construction of Paraburdoo Bike Park in Paraburdoo WA to allow Council to award or reject RFT 07.24.

Based on the tender evaluation panel’s assessment, Council is requested to award RFT 07.24 to Tenderer 1.

Voting Requirements

Absolute Majority

18.3 Tom Price Hospital Advocacy Campaign Costing Analysis

File Reference	PH11
Applicant or Proponent(s)	Not Applicable
Author	A Johnston, Manager Media and Communications
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting 20 February 2024 - Item 17.2 – 7/0 or Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. Tom Price Hospital Campaign Strategy and Brand Concepts - Confidential 2. Phase Once - Week by Week Costs - Confidential

Reason for Confidentiality

Section under the Act	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(e) of the Local Government Act 1995 as the subject matter relates to:</i>
Sub-clause and Reason:	<i>“s.5.23(2)(e) a matter that if disclosed, would reveal –</i> <ol style="list-style-type: none"> <i>(i) a trade secret; or</i> <i>(ii) information that has a commercial value; or</i> <i>(iii) information about the business, professional, commercial or financial affairs of a person.”</i>

Report Purpose

Council is required to approve the concept design and proposed advocacy campaign for the new Tom Price Hospital, and the expenditure of \$140,672.40 (including GST) from the Chief Executive Officer’s budget, code GL3156, Consultancies, to fund phase one of the advocacy campaign.

The purpose of this report is to request Council to review the proposed earned and paid media initiatives; print, social media advertising, advertising, TV, radio, mobile billboards and consultancy fees for phase one implementation of the hospital advocacy campaign.

Council is requested to review and approve the following branding concepts and costing analysis for the new Tom Price Hospital advocacy campaign.

Voting Requirements

Simple Majority

18.4 Virgin Regional Airlines Pty Ltd - In Administration - Finalisation of Insolvency

File Reference	FM17
Applicant or Proponent(s)	Not Applicable
Author	D Kennedy, Director Corporate Services
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	<ol style="list-style-type: none"> 1. Deloitte - Final Notice to Creditors December 2023 - Confidential 2. Avdata - Write-off request March 2024 - Confidential

Reason for Confidentiality

Section under the Act	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(e) of the Local Government Act 1995 as the subject matter relates to:</i>
Sub-clause and Reason:	<i>“s.5.23(2)(e) a matter that if disclosed, would reveal –</i> <ol style="list-style-type: none"> <i>(i) a trade secret; or</i> <i>(ii) information that has a commercial value; or</i> <i>(iii) information about the business, professional, commercial or financial affairs of a person.”</i>

Report Purpose

The purpose of this report is to advise Council of the finalisation of the Virgin Regional Airlines Pty Ltd insolvency.

Council is requested to approve the write-off of the remaining debt outstanding of \$369,352.65 as all recovery options have been exhausted.

Voting Requirements

Simple Majority

19 Next Meeting

The next Ordinary Council Meeting will be held at 2:00pm on Tuesday 21 May 2024 at Council Chambers, Onslow Shire Complex, Second Avenue, Onslow.

20 Closure Of Meeting

There being no further business, the Presiding Member closed the meeting at [enter time](#).