



# Published Minutes

Ordinary Council Meeting

Tuesday, 28 October 2025

Date:	Tuesday 28 October 2025
Time:	1:00 PM
Location:	Clem Thompson Sports Pavilion, Stadium Road, Tom Price
Distribution Date:	Thursday 30 October 2025



**Shire of Ashburton  
Ordinary Council Meeting**

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Council Meeting.

Keith Woodward PSM  
Chief Executive Officer  
30 October 2025

These minutes were confirmed by Council as a true and accurate record of proceedings at the Ordinary Council Meeting held on Tuesday, 28 October 2025.

Presiding Member

Date

18/11/25

**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.*

**Contents**

**1 Declaration Of Opening ..... 5**

    1.1 Acknowledgement Of Country ..... 5

    1.2 Election of Deputy Shire President ..... 5

**2 Announcement Of Visitors ..... 5**

**3 Attendance ..... 6**

    3.1 Present ..... 6

    3.2 Apologies ..... 6

    3.3 Approved Leave Of Absence ..... 6

**4 Question Time ..... 7**

    4.1 Response To Previous Public Questions Taken On Notice ..... 7

    4.2 Public Question Time ..... 7

**5 Declaration By Members ..... 8**

    5.1 Due Consideration By Elected Members To The Agenda ..... 8

    5.2 Declaration Of Interest ..... 8

**6 Announcements By The Presiding Member And Councillors Without Discussion ..... 10**

**7 Petitions / Deputations / Presentations ..... 12**

    7.1 Petitions ..... 12

    7.2 Deputations ..... 12

    7.3 Presentations ..... 12

        7.3.1 Ashburton Anglers Acknowledgement of Sponsorship ..... 12

**8 Applications for Leave of Absence ..... 12**

**9 En Bloc Council Resolutions ..... 12**

    9.1 Agenda Items Adopted En Bloc ..... 12

**10 Confirmation Of Minutes ..... 13**

    10.1 Confirmation Of Council Minutes ..... 13

        10.1.1 Minutes Of The Ordinary Council Meeting Held On 16 September 2025 ..... 13

    10.2 Receipt Of Committee And Other Minutes ..... 13

        10.2.1 Minutes Of The Onslow Local Emergency Management Committee Meeting Held On 10 September 2025 ..... 13

        10.2.2 Minutes Of The Pannawonica Local Emergency Management Committee Meeting Held On 30 September 2025 ..... 14

        10.2.3 Minutes Of The Inland Local Emergency Management Committee Meeting Held On 25 September 2025 ..... 14

**11 Recommendations From Committee ..... 15**

**12 Office of the Chief Executive Officer Reports ..... 16**

12.1	North West Defence Alliance .....	16
<b>13</b>	<b>Corporate Services Reports .....</b>	<b>20</b>
13.1	Monthly Schedule of Accounts Paid - September 2025.....	20
13.2	Monthly Financial Statements - September 2025 .....	24
13.3	Elected Member Appointments to Committees.....	27
13.4	Selection and Appointment - Independent Presiding and Deputy Presiding Members - Audit, Risk and Improvement Committee .....	38
13.5	Elected Member Appointments to Working Groups and External Groups ....	43
<b>14</b>	<b>Infrastructure Services Reports .....</b>	<b>53</b>
<b>15</b>	<b>Community Development Reports.....</b>	<b>54</b>
15.1	Tom Price Sporting Working Group - Status and Selection of Community Representatives.....	54
<b>16</b>	<b>Councillor Agenda Items / Notices of Motion .....</b>	<b>58</b>
<b>17</b>	<b>New Business Of An Urgent Nature Introduced By Council Decision .....</b>	<b>58</b>
<b>18</b>	<b>Confidential Matters .....</b>	<b>58</b>
<b>19</b>	<b>Next Meeting.....</b>	<b>58</b>
<b>20</b>	<b>Closure Of Meeting .....</b>	<b>58</b>

## 1 Declaration Of Opening

The Presiding Member declared the meeting open at 1:00pm.

### 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 and present.

### 1.2 Election of Deputy Shire President

In accordance with Clause 7, Division 2 of Schedule 2.3 of the *Local Government Act 1995*, the election of the Deputy Shire President of the Council of the Shire of Ashburton was undertaken by the Chief Executive Officer.

The Chief Executive Officer announced that nominations were received in writing from Cr K White and Cr A Sullivan prior to the meeting.

The Chief Executive Officer called for further nominations.

In accordance with Clause 8, Division 2 of Schedule 2.3 of the *Local Government Act 1995*, the Chief Executive Officer declared nominations closed. No further nominations were received.

The Chief Executive Officer undertook the election process in accordance with the requirements of the *Local Government Act 1995*.

The results of the election were, Cr A Sullivan five votes, Cr K White three votes.

The Chief Executive Officer declared Cr A Sullivan, as the Deputy Shire President of the Council of the Shire of Ashburton for a term expiring on 16 October 2027.

In accordance with *Local Government Act 1995* and Regulation 13(1)(c) of the *Local Government (Constitution) Regulations 1998*, Cr A Sullivan made her statutory declaration of office, as the Deputy Shire President in the presence of Shire President, Audra Smith.

## 2 Announcement Of Visitors

Nil

### 3 Attendance

#### 3.1 Present

Elected Members:	SP A Smith Cr R de Pledge Cr T Fox Cr L Rumble JP Cr A Sullivan Cr K Day Cr B Healy Cr C Rogers	Shire President Ashburton-Tablelands Ward Pannawonica Ward Paraburdoo Ward Paraburdoo Ward, Deputy Shire President Tom Price Ward Tom Price Ward Tom Price Ward
Employees:	K Woodward J Sangster C McGurk G Harris A Johnston J Bray J Watson J Rouse M Malinowska	Chief Executive Officer Deputy Chief Executive Officer Director Community Development Director Infrastructure Services Manager Media and Communications Manager Governance ICT Systems Officer Governance Officer Council Support Officer
Guests:	Nil	
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of media:	There were no members of the media in attendance at the commencement of the meeting.	

#### 3.2 Apologies

Nil

#### 3.3 Approved Leave Of Absence

Nil

## 4 Question Time

### 4.1 Response To Previous Public Questions Taken On Notice

Nil

### 4.2 Public Question Time

#### Hayley Brett – Onslow

I wanted to raise a concern regarding the increasing number of crows and white cockatoos in town. Their presence has become quite disruptive, with significant noise and mess impacting the community. When I arrived in Onslow 17 years ago, there were far fewer white cockatoos and only minimal crows. At that time, there was also a bird-scaring program operating at the community garden every evening, which seemed to help manage the issue. Would the Shire consider implementing a culling or bird-scaring program to help deter them and reduce their impact within the townsite?

#### Response: Joanne Sangster, Deputy Chief Executive Officer

Trial dispersal programs have been undertaken within townsites in the past using bird-frite. These past programs had negligible effect on dispersing unwanted birdlife species.

As crows and little corellas are native to Australia, they are protected under the *Biodiversity Conservation Act 2016*. Any direct control program would require either: a “fauna causing damage” licence from Department of Biodiversity, Conservation and Attractions, or an invasive species permit from Department of Primary Industries and Regional Development. If approval was obtained, euthanasia by firearm would be the most cost effective and logical control measure. However, firearm discharge in built-up areas would present an unacceptable risk to the Shire and the community.

Corella numbers naturally increase during pairing season, which is the period before the wet season. These birds then disperse to bushlands for breeding as we enter the wet season. Three consecutive below-average rainfall years have concentrated bird activity around townsites, which is an expected occurrence due to the reduced water and feed availability. Crows are natural foragers and resourceful. Simple controls such as reducing accessibility to non-staple foods, such as food scraps or domestic rubbish discourages population to relocate permanently in townsite areas.

#### Patrick Gray – Tom Price

On the Main Street between the library and the Coles carpark, there is a speed hump that is frequently mistaken for a pedestrian crossing by visitors, FIFO workers, and even some locals. Drivers often stop as if it were a crosswalk, and pedestrians – including children – have begun to assume it is safe to cross. This misunderstanding creates a significant risk that a pedestrian could be struck by a vehicle.

Can the Shire please advise what measures it will take to reduce this confusion and improve safety for both drivers and pedestrians? Possible options could include clearer traffic signage advising motorists “Not a Pedestrian Crossing,” additional elevated signage for pedestrians, redesign or removal of the hump to avoid crosswalk-like appearance, or alternatively formalising the site as a legitimate crossing.

**Response: Gavin Harris, Director Infrastructure Services**

The raised platforms across Central Road, Tom Price were installed in 2020 to aid with slowing down vehicles passing the Stadium Road and Tamarind Street intersections, the three carpark entrances/exits, plus the Visitor Centre bus bay. Platforms were selected, as Central Road does not meet the Main Roads Western Australia (MRWA) warrant/criteria for the installation of pedestrian (zebra) crossings, with some of the criteria being:

- minimum 60 pedestrians per hour crossing within 30m of proposed site;
- minimum 600 vehicles per hour travelling through site; and
- the product of the number of pedestrians, multiplied by the number of vehicles must exceed 90,000.

The piano markings on the speed humps are to notify drivers that a speed hump has been installed in the road and have nothing to do with pedestrian crossings. Following the installation of the speed humps “Pedestrian Give Way to Vehicles” signs were placed on the kerbline, near the ramps, to advise pedestrians that they need to give way to vehicles.

For signage to be placed on the road, it must conform with Australian Standards. MRWA now have a warning sign for platforms (black on yellow stating “Raised Safety Platform”). These warning signs are proposed to be installed in this area shortly, to advise road users.

**Michael Davis – Tom Price**

Would the Council consider making the local swimming pool accessible for people with mobility issues/rehabilitation requirements?

**Response: Chantelle McGurk, Director Community Development**

The Vic Hayton Memorial Swimming Pool in Tom Price already has specific equipment available to provide persons with restricted/limited mobility access to the aquatic facilities. The Quentin Broad Swimming Pool in Paraburdoo also has similar equipment available. The Onslow Aquatic Centre, by design has unimpeded sloping access and stairs for improved access.

## **5 Declaration By Members**

### **5.1 Due Consideration By Elected Members To The Agenda**

Elected Members noted 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 –

13.4 Selection and Appointment - Independent Presiding and Deputy Presiding Members - Audit, Risk and Improvement Committee	
Name	SP A Smith
Nature of interest	Impartiality
Interest description	I know one of the nominees, who is a former Mayor of Port Hedland, through previous professional connections, including committees and networking in my capacity as Shire President.
Name	Cr A Sullivan
Nature of interest	Impartiality
Interest description	I have served on working groups of local government with applicant Peter Carter. I can vote on this item without bias.
Name	Cr L Rumble JP
Nature of interest	Impartiality
Interest description	I have served on local government working groups with Peter Carter. I can vote without bias.

15.1 Tom Price Sporting Working Group - Status and Selection of Community Representatives	
Name	SP A Smith
Nature of interest	Impartiality
Interest description	I know three of the nominees being considered for appointment to the Tom Price Sporting Working Group - Adam Hitchcock, Marama Rawiri and Danielle Cheeseman - through community and professional interactions.
Name	Cr B Healy
Nature of interest	Impartiality
Interest description	Friendship with one of the Sporting Working Group applicants.
Name	Cr K Day
Nature of interest	Impartiality
Interest description	Candidates Danielle Cheesman, Marama Rawiri and Adam Hitchcock are known to me.
Name	Cr C Rogers
Nature of interest	Impartiality
Interest description	I am friends with one of the nominees. I can act on this matter without bias.

## **6 Announcements By The Presiding Member And Councillors Without Discussion**

### **Shire President, A Smith**

#### Welcome Councillors - First Council Meeting after Election

I'd like to begin by welcoming everyone to our first Council meeting following the recent local government elections. Congratulations to our newly elected Councillors, Cr Rogers, Cr Day, Cr Fox, and welcome back to Cr Sullivan and Cr Healy returning for another term.

I look forward to working together as one Council, delivering positive outcomes for our communities across Ashburton. Each of you brings valuable experience, passion, and perspective to the table, and together, we will continue building a strong, connected and vibrant communities across Ashburton - a great place to live, work, and call home.

Welcome aboard, and congratulations once again.

#### Blayde's Bins

I'm absolutely thrilled for one of our own local champions Blayde Day from Blayde's Bins has been named a State Finalist in the Young Legends Category of the Keep Australia Beautiful Tidy Towns Awards.

Blayde's commitment to keeping our community clean, sustainable, and proud is nothing short of inspiring. From early mornings to late afternoons, Blayde's Bins has become a symbol of grassroots action and youthful leadership in the Pilbara.

This recognition is a testament to Blayde's hard work, passion, and the positive impact he's made across our Shire. We couldn't be prouder to see one of our young changemakers celebrated on the state stage.

Congratulations, Blayde! We're cheering you on all the way to the finals.

#### 2025 Connecting Communities Finalist

The Shire of Ashburton is proud to share that we have been announced as a finalist in the *2025 Connecting Communities* category at the Local Government Professionals WA Honour Awards for the ANZAC Memorial Park Extension project in Onslow.

This category recognises Local Governments that play a pivotal role in enabling community connection — creating opportunities, places, and spaces for people to meet, play and engage.

Being named a finalist is a reflection of our ongoing commitment to building vibrant, inclusive, and connected communities across the Shire. The ANZAC Memorial Park Extension stands as an example to what can be achieved when community vision and local government partnership come together, expanding on Onslow's facilities.

On behalf of Council, I extend my gratitude to everyone involved in bringing this project to life and to our community for their continued support.

#### In Memory of Lorraine Thomas

It is with deep sadness that we acknowledge the passing of Lorraine Thomas, a former Councillor of the Shire of Ashburton and a cherished member of our community.

Lorraine first arrived in Wittenoom in 1980, relocating from Dandenong, Victoria, with her three daughters. From the moment she arrived, Lorraine immersed herself in the life of the town, volunteering with St John's Ambulance and responding to medical transport calls at all hours, often with her daughters by her side.

Elected to Council in May 1995, Lorraine proudly represented the Tableland Ward for over two decades, including the former townsite of Wittenoom and the Youngaleena Community. She was a passionate advocate for small business, tourism, and the preservation of local history. Her vision included establishing a museum to showcase Ashburton's rich stories, an ambition rooted in her deep respect for the past and those who shaped it.

Lorraine was highly regarded by the local Banjima people, including the late Mr M Parker, and shared their belief that Wittenoom deserved restoration, not closure. Her commitment to the region was unwavering, even as she navigated the challenges of living in Wittenoom after the State Government turned off the power in 2005. She adapted with resilience, using a generator and travelling to Tom Price for medical care and supplies.

Her entrepreneurial spirit saw her operate six holiday homes and the Gem Store in Wittenoom, welcoming visitors and sharing the town's unique charm. She held extensive records of Wittenoom's history in her home, preserving the stories of a place she loved deeply.

Lorraine's dedication extended beyond local government. She was a member of the Citizens Electorate Council and ran in the 2005 Federal Election for the seat of Kalgoorlie, receiving 318 votes. Her husband Les, who moved to Wittenoom in 1964 and worked for Hancock, passed away in 2008 and is buried in the town they both called home.

Lorraine left Wittenoom on 31 August 2022 following its final closure, moving to Port Hedland to live with her daughter Aileen. She spent her final days at Karlarra House Aged Care Facility in South Hedland.

Lorraine often said she loved living in a small country town and took pride in her garden. She was a familiar face in media stories about Wittenoom, always ready to share her perspective and memories. Her visits to Tom Price often included time with her dear friend Jennifer Allis, whom she occasionally brought to Council dinners.

In her 2019 re-election bio, Lorraine wrote: *"I am passionate about the state of the Pilbara and have always taken a great deal of care to be a part of what makes it beautiful and ensuring it stays that way for those who inherit this land."*

Lorraine Thomas leaves behind a legacy of service, strength, and storytelling. On behalf of the Shire of Ashburton, we extend our heartfelt condolences to her family, friends, and all who were touched by her remarkable life.

Lorraine will be remembered with gratitude and great respect.

### **Cr Rumble JP**

I just say I was privileged to know Lorraine Thomas. Cr Pledge also sat alongside Cr Thomas in Council. She should inspire everybody in this room that when you live in a town like Wittenoom, and once the resource companies left the town, Lorraine took to tourism as it was very popular. She had a gemstone store there and many times people would talk about the lady from Onslow or Wittenoom, sorry from Wittenoom, if she was still there, so she's probably pretty well known across Western Australia, or Australia.

I wouldn't be surprised - they might do a documentary on her. So, my only comment is that she had a heart and soul for her cause, so good on Lorraine.

## **7 Petitions / Deputations / Presentations**

### **7.1 Petitions**

Nil

### **7.2 Deputations**

Nil

### **7.3 Presentations**

#### **7.3.1 Ashburton Anglers Acknowledgement of Sponsorship**

Cr Fox presented to Council, a plaque from the Ashburton Anglers Fishing Club acknowledging the Shire of Ashburton's sponsorship of its recent 2025 Munro's Mack10K Fishing Competition in August 2025.

## **8 Applications for Leave of Absence**

Nil

## **9 En Bloc Council Resolutions**

### **9.1 Agenda Items Adopted En Bloc**

**Moved** Cr A Sullivan

**Seconded** Cr B Healy

**That the following items be adopted en bloc:**

**10.1.1 Minutes Of The Ordinary Council Meeting Held On 16 September 2025**

**10.2.1 Minutes Of The Onslow Local Emergency Management Committee Meeting Held On 10 September 2025**

**10.2.2 Minutes Of The Pannawonica Local Emergency Management Committee Meeting Held On 30 September 2025**

**10.2.3 Minutes Of The Inland Local Emergency Management Committee Meeting Held On 25 September 2025**

**For:** A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers

**Against:** Nil

**Carried 8/0**

## 10 Confirmation Of Minutes

### 10.1 Confirmation Of Council Minutes

#### 10.1.1 Minutes Of The Ordinary Council Meeting Held On 16 September 2025

**Council Decision**            **178/2025**

**Moved**                        **Cr A Sullivan**

**Seconded**                   **Cr B Healy**

**That the Minutes of the Ordinary Council Meeting held 16 September 2025 (Item 10.1.1 Attachment 1) be confirmed as a true and accurate record.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**            **Nil**

**Carried 8/0**  
**Resolved en bloc**

### 10.2 Receipt Of Committee And Other Minutes

#### 10.2.1 Minutes Of The Onslow Local Emergency Management Committee Meeting Held On 10 September 2025

**Council Decision**            **179/2025**

**Moved**                        **Cr A Sullivan**

**Seconded**                   **Cr B Healy**

**That the Minutes of the Onslow Local Emergency Management Committee Meeting held 10 September 2025 (Item 10.2.1 Attachment 1) be received.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**            **Nil**

**Carried 8/0**  
**Resolved en bloc**

**10.2.2 Minutes Of The Pannawonica Local Emergency Management Committee Meeting Held On 30 September 2025**

**Council Decision**            **180/2025**

**Moved**                            **Cr A Sullivan**

**Seconded**                    **Cr B Healy**

**That the Minutes of the Pannawonica Local Emergency Management Committee Meeting held 30 September 2025 (Item 10.2.2 Attachment 1) be received.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**    **Nil**

**Carried 8/0**  
**Resolved en bloc**

**10.2.3 Minutes Of The Inland Local Emergency Management Committee Meeting Held On 25 September 2025**

**Council Decision**            **181/2025**

**Moved**                            **Cr A Sullivan**

**Seconded**                    **Cr B Healy**

**That the Minutes of the Inland Local Emergency Management Committee Meeting held 25 September 2025 (Item 10.2.3 Attachment 1) be received.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**    **Nil**

**Carried 8/0**  
**Resolved en bloc**

## **11 Recommendations From Committee**

Nil

## 12 Office of the Chief Executive Officer Reports

### 12.1 North West Defence Alliance

<b>File Reference</b>	ED01
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	K Woodward, Chief Executive Officer
<b>Authorising Officer</b>	Nil
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 20 February 2024 – Item 12.8 – (019/2024)
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	Nil

#### Report Purpose

The Chief Executive Officer recommends to Council that the Shire of Ashburton (Shire) rejoins the North West Defence Alliance (NWDA), following its previous withdrawal in early 2024. The NWDA is a coalition of northern WA local governments advocating for defence investment, regional security, and economic development.

The report also recommends appointing delegates and allocating funds for membership and participation.

#### Background

- The NWDA was established in 2020 and comprises local governments along the north-west coast of WA, including Broome, Derby-West Kimberley, Exmouth, Halls Creek, Karratha, Port Hedland, and Wyndham-East Kimberley.
- The Shire was previously a member but withdrew in early 2024 due to uncertainty about direct benefits and alignment with Council priorities.
- Recent developments, including significant Federal and State defence investment in the region and feedback from regional stakeholders, have prompted reconsideration of the Shire’s position.
- Representatives to the NWDA are typically the Shire President/Mayor (voting rights) and the Chief Executive Officer (CEO), or a senior executive (support, non-voting).
- The Shire President attended the NWDA Annual General Meeting (AGM) as an invited observer on 22 September 2025 to consider potential membership.
- Cr Matt Niikkula, Shire President of Exmouth and NWDA Chair, has formally invited Ashburton to rejoin and indicated a willingness to address Council regarding membership.

#### Comments

Rejoining the NWDA directly supports the Shire’s Strategic Community Plan (SCP) objective under the “Prosperity” pillar: to advocate and drive opportunities for the community to be economically desirable, resilient, and prosperous.

The Alliance’s coordinated regional advocacy for defence investment aligns with the Shire’s commitment to strategic partnerships and infrastructure development that stimulate economic growth and attract Federal and State funding.

This is especially relevant given Ashburton’s significant contribution to Western Australia’s Gross State Product and its role as a major resource hub.

The SCP emphasises the importance of professional leadership, regional collaboration, and leveraging strategic opportunities to benefit local communities. NWDA membership enables the Shire to engage with Defence West, Federal departments, and neighbouring councils to ensure Ashburton’s assets such as ports, airports, road, and logistics infrastructure are considered in national defence planning. This supports the Shire’s goal to maintain and improve infrastructure and services while enhancing liveability and safety across its towns.

The SCP calls for openness, teamwork, and excellence in delivering services and projects. Participation in NWDA forums and initiatives provides a platform for the Shire to contribute to regional defence strategy, promote local capability, and advocate for community resilience. It also aligns with the SCP emphasis on acting with fairness and trusted leadership, ensuring Ashburton remains a proactive and influential voice in shaping the future of the North West.

The Shire President and CEO are recommended as delegates (voting and non-voting, respectively), consistent with NWDA practice.

**Consultation**

1. The Shire President attended the NWDA AGM as an invited observer on 22 September 2025.
2. Cr Matt Niikkula, Shire President of Exmouth and Chair of NWDA, has indicated a willingness to address Council regarding NWDA membership, either in person or via Teams.

**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	3 Provide professional leadership and advice to assist Council.

**Council Policy**

[Council Policies » Shire of Ashburton](#)

Nil

**Financial Implications**

Current Financial Year

- Annual membership fee: \$5,000 (to be funded from the Economic Development budget).
- Additional costs for meeting attendance (travel, accommodation, registration) to be allocated as required.

Future Financial Year(s)

Budget considerations will be required annually to ensure funds are available for annual membership fees and meeting attendance, inclusive of travel, meals, and accommodation, estimated at \$20,000 per annum.

**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
<b>Reputation (social/community)</b>	Missed opportunities for regional advocacy and investment.	Possible (3)	Moderate (3)	Moderate (5-9)	Rejoin NWDA to strengthen regional advocacy efforts and ensure representation.
<b>Financial impact</b>	Unbudgeted expenditure for travel and participation.	Possible (3)	Minor (2)	Moderate (5-9)	Allocate funds and monitor via monthly reviews.
<b>Reputation (social/community)</b>	Lack of alignment with regional defence initiatives.	Possible (3)	Minor (2)	Moderate (5-9)	Appoint delegates and engage actively in NWDA planning and forums.

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 Council:

1. Authorises the Chief Executive Officer to renew the Shire of Ashburton's membership in the North West Defence Alliance Inc.
2. Approves payment of the \$5,000 (pro rata) annual membership fee for the 2025/2026 financial year and allocates additional funds for meeting attendance as required from the Economic Development budget.
3. Appoints the Shire President (with voting rights) and the Chief Executive Officer (with non-voting rights) as the Shire of Ashburton's delegates to the North West Defence Alliance.
4. Instructs the Chief Executive Officer to represent the Shire of Ashburton's interests at North West Defence Alliance meetings and report back to Council on alliance activities and outcomes.

**Council Decision**                      **182/2025**

**Moved**                                      **Cr A Sullivan**

**Seconded**                                **Cr L Rumble JP**

**That Council:**

1. **Authorises the Chief Executive Officer to renew the Shire of Ashburton's membership in the North West Defence Alliance Inc.**
2. **Approves payment of the \$5,000 (pro rata) annual membership fee for the 2025/2026 financial year and allocates additional funds for meeting attendance as required from the Economic Development budget.**
3. **Appoints the Shire President, and in their absence, the Deputy Shire President (with voting rights) and the Chief Executive Officer (with non-voting rights) as the Shire of Ashburton's delegates to the North West Defence Alliance.**
4. **Instructs the Chief Executive Officer to represent the Shire of Ashburton's interests at North West Defence Alliance meetings and report back to Council on alliance activities and outcomes.**

**For:**                      **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**              **Nil**

**Carried 8/0**

## 13 Corporate Services Reports

### 13.1 Monthly Schedule of Accounts Paid - September 2025

<b>File Reference</b>	FM03
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	T Dayman, Manager Finance
<b>Authorising Officer</b>	D Kennedy, Director Corporate Services
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	1. Schedule of Accounts Paid - September 2025

#### 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 September 2025;
- Trust Fund Payments for September 2025; and
- Corporate Credit Card and Payment Card Reconciliations for September 2025.

Council is requested to confirm the Monthly Schedule of Accounts Paid, as presented in Attachment 1.

#### 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 \$
<b><u>Municipal Fund</u></b>	
Electronic Funds Transfers	12,329,479.01
BPay/Credit Cards	67,022.54
Cheques	0
Payroll	1,125,589.50
Bank Fees and Charges	2,708.93
<b><u>Municipal Fund Total</u></b>	<b>14,359,855.98</b>
<b><u>Trust Fund</u></b>	
Electronic Funds Transfers	0.00
<b><u>Trust Fund Total</u></b>	<b>0.00</b>

**Payment Cards**

Credit Cards	62,308.04
Fuel Cards – Ampol	1,274.32
Fuel Cards – Viva / Shell	8,012.05
Fuel Cards – Wex Motorpass	0
Taxi Cards – Cabcharge	1,196.57
<b><u>Payment Cards Total</u></b>	<b>72,790.98</b>

The below table provides a summary of payment totals during 2025-2026.

Month	EFT Payment	Direct Debits	Credit Cards	Payroll	Bank Fees	Total Payment
July 25	11,877,167	464,990	84,140	1,609,770	2,351	14,039,011
August 25	13,059,809	153,819	84,816	1,059,073	2,337	14,359,856
September 25	12,329,479	4,714	62,308	1,1125,90	2,709	13,524,800
<b>Total YTD 25/26</b>	<b>37,267,050</b>	<b>623,524</b>	<b>231,265</b>	<b>3,794,433</b>	<b>7,397</b>	<b>41,923,667</b>
<b>Total 24/25</b>	<b>83,319,933</b>	<b>3,931,059</b>	<b>579,458</b>	<b>13,971,918</b>	<b>30,854</b>	<b>101,833,224</b>

**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
<b>Compliance</b>	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 Council, in accordance with regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996*, confirms the Monthly Schedule of Accounts Paid for September 2025, inclusive of purchasing cards payments for September 2025, as included at Attachment 1.

<b>Council Decision</b>	<b>183/2025</b>
<b>Moved</b>	<b>Cr B Healy</b>
<b>Seconded</b>	<b>Cr A Sullivan</b>

**That Council, in accordance with regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996*, confirms the Monthly Schedule of Accounts Paid for September 2025, inclusive of purchasing cards payments for September 2025, as included at Attachment 1.**

**For:**           **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**     **Nil**

**Carried 8/0**

## 13.2 Monthly Financial Statements - September 2025

<b>File Reference</b>	FM03
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	T Dayman, Manager Finance
<b>Authorising Officer</b>	D Kennedy, Director Corporate Services
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	1. Monthly Financial Statements - September 2025

### 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 30 September 2025.

Council is requested to accept the Statement of Financial Activity, as provided at Attachment 1.

### 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).

### 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
<b>Compliance</b>	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.
<b>Compliance</b>	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 Council, in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Statement of Financial Activity, and associated documentation for September 2025, as included at Attachment 1.

**Council Decision**            **184/2025****Moved**                            **Cr L Rumble JP****Seconded**                        **Cr B Healy**

**That Council, in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Statement of Financial Activity, and associated documentation for September 2025, as included at Attachment 1.**

**For:**            **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**    **Nil**

**Carried 8/0****Suspension of Standing Orders****Council Decision**            **185/2025****Moved**                            **Cr R de Pledge****Seconded**                        **Cr L Rumble JP**

**A motion was moved that Council suspend standing orders at 1:46pm.**

**For:**            **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**    **Nil**

**Carried 8/0**

### 13.3 Elected Member Appointments to Committees

<b>File Reference</b>	GV04
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	R Marlborough, Senior Governance Officer
<b>Authorising Officer</b>	D Kennedy, Director Corporate Services
<b>Previous Meeting Reference</b>	Special Council Meeting 25 October 2023 – Item 9.1 – (195/2023) Ordinary Council Meeting 15 April 2025 – Items 13.5 and 14.1 – (055/2025 and 058/2025) Ordinary Council Meeting 19 August 2025 – Item 13.3 – (151/2025)
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	Nil

#### Report Purpose

The purpose of this report is to appoint elected members to Council's established committees and determine the presiding and deputy presiding members on specified committees.

#### Background

Section 5.8 of the *Local Government Act 1995* (the Act) provides the ability for Council to establish committees to assist the Council and may exercise powers and discharge duties of the local government, if so delegated. Council's established committees have no delegated decision-making powers. They are advisory committees, which make recommendations to Council.

The Act also provides for the appointment of elected members to committees, and the appointment of committee presiding and deputy presiding members. Elected member appointments to committees are for a term of two years, with all terms expiring and the next ordinary local government elections.

Elected members were last appointed as members of the Audit and Risk Management Committee, Chief Executive Officer's Recruitment and Performance Review Committee, Community Grants Committee and Economic and Tourism Development Committee following the 2023 Shire of Ashburton ordinary elections, at the Special Council Meeting held on 25 October 2023 (Council decision 195/2023).

In April 2025, Council established a Waste Committee, appointed elected members to this committee and, from the committee membership, appointed a presiding and deputy presiding member (Council decision 058/2025).

Also in April 2025, following legislative reforms, Council formally reaffirmed the appointment of presiding and deputy presiding members on the following committees, to ensure legislative compliance:

- Audit and Risk Management Committee;
- Chief Executive Officer’s Recruitment and Performance Review Committee;
- Community Grants Committee; and
- Economic and Tourism Development Committee.

To ensure best practice and statutory compliance a review of Council’s Committee and Working Groups booklet was undertaken and subsequently endorsed by Council in August 2025.

As part of this review and in preparation for the implementation of the new section 7.1A of the Act, Council resolved to establish an Audit, Risk and Improvement Committee to replace the current Audit and Risk Management Committee and to release an expression of interest for an external independent presiding and deputy presiding member for this particular committee (Council decision 151/2025).

**Comments**

The appointment of elected members to Council committees and the appointment of presiding members and deputy presiding member of a committee must be determined by Council resolution. Nominations for committee membership can be made prior to the meeting in writing, or at the meeting when invited by the presiding member.

The details of each of Council’s current committees are as follows.

Committee	Purpose	Membership
Audit Risk and Improvement Committee	This committee role and purpose is to support Council in fulfilling its governance and oversight responsibilities in relation to: <ul style="list-style-type: none"> <li>• financial reporting, internal control structure, risk management systems, external audit functions and ethical accountability,</li> <li>• examining audit and management reports from external audits, and ensure that the Shire appropriately implements any actions, and</li> <li>• receiving and review reports prepared by the Chief Executive Officer (CEO) in accordance with the Regulations and provide recommendations to Council on its findings and proposed actions.</li> </ul>	<ul style="list-style-type: none"> <li>• Five elected members</li> <li>• One external appointed independent member who is the committee’s presiding member</li> </ul> Notes: <ul style="list-style-type: none"> <li>• A deputy presiding member is also appointed to undertake the independent presiding members duties, when absent.</li> <li>• Four deputies (all other elected members)</li> </ul>
Chief Executive Officer’s Recruitment and Performance Review Committee	This committee’s purpose is to support Council fulfilling its obligations to: <ul style="list-style-type: none"> <li>• recruit and select a Chief Executive Officer (CEO); and</li> <li>• review the performance of the CEO at least once in relation to each year of the person’s employment, where the CEO is employed for a term of more than one year,</li> </ul> in accordance with the <i>Local Government Act 1995</i> , and the adopted Standards for CEO Recruitment, Performance and Termination.	<ul style="list-style-type: none"> <li>• Five elected members. From the members elected a presiding and deputy presiding member are appointed,</li> </ul> Note: <ul style="list-style-type: none"> <li>• Four deputies (all other elected members)</li> </ul>

Community Grants Committee	This committee’s purpose is to receive, assess and determine applications received for grants under the Council Policy – Community Donations, Grants and Funding, with the exception of Small Assistance Donations.	<ul style="list-style-type: none"> <li>• Four elected members with representation from:                             <ul style="list-style-type: none"> <li>○ Onslow Ward,</li> <li>○ Pannawonica Ward,</li> <li>○ Paraburdoo Ward, and</li> <li>○ Tom Price Ward</li> </ul>                             From the members elected a presiding and deputy presiding member are appointed,                         </li> </ul> <p>Note:</p> <ul style="list-style-type: none"> <li>• Five deputies (all other elected members)</li> </ul>
Economic and Tourism Development Committee	This committee’s role and purpose is to assist the Council identify strategies/opportunities that promote economic development and tourism within the Shire of Ashburton.	<ul style="list-style-type: none"> <li>• Four elected members</li> </ul> <p>From the members elected a presiding and deputy presiding member are appointed,</p> <p>Note:</p> <ul style="list-style-type: none"> <li>• Five deputies (all other elected members)</li> </ul>
Waste Committee	This committee’s role and purpose is to guide and assist the Council to identify strategies and opportunities to fully develop the operational capacity of the Shire of Ashburton’s (the Shire) Waste Management sites.	<ul style="list-style-type: none"> <li>• Five elected members</li> </ul> <p>From the members elected a presiding and deputy presiding member are appointed,</p> <p>Note:</p> <ul style="list-style-type: none"> <li>• Four deputies (all other elected members)</li> </ul>

Council is required to appoint elected members to be members of the following committees:

- Audit, Risk and Improvement Committee,
- Chief Executive Officer’s Recruitment and Performance Review Committee,
- Community Grants Committee,
- Economic and Tourism Development Committee, and the
- Waste Committee.

From the elected membership appointed, Council is to determine the presiding and deputy presiding members on the above committees, except for the Audit, Risk and Improvement Committee.

The results of the expression of interest advertised and enquires with the Western Australian Local Government Association for an external independent presiding and deputy presiding member of the Shire’s Audit, Risk and Improvement Committee are provided in a separate report to Council for consideration.

**Consultation**

Nil

**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](#)

Nil

**Financial Implications**Current Financial Year

Funds are provided in the Annual Budget to support the expected costs for the effective operation of Council committees.

Future Financial Year(s)

Council annually allocates budget funds for the effective operation of Council committees.

**Legislative Implications***Local Government Act 1995*

Section 5.8 – provides Council the power to establish\* committees of three or more persons to assist the with, and to exercise the powers and discharge the duties of the Council.

Section 5.9 – provides the detail about the composition of committees.

Section 5.10 – prescribes a committee is to have as its member persons appointed by the Council.

**Note:** *Each Council member is entitled to be a member of at least one committee. If the Shire President informs the Council, they wish to be a member of a committee, the Council is to appoint the Shire President to be a member of the committee.*

Section 5.11 – prescribes that committee membership and tenure of appointments to committees continue until next ordinary election day, unless the person appointed no longer holds office, resigns, or the committee is disbanded, whichever occurs first.

Section 5.11A – specifies obligations and duties of the deputy member of a committee.

Section 5.12 - specifies that the local government must appoint\* a member of a committee to be the presiding member of the committee, and that a local government may may appoint\* a member of a committee to be the deputy presiding member of a committee.

Section 7.1A - prescribes a local government is to establish an audit committee of three or more persons.

\* *Absolute majority decision*

**Risk Management**

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Not having elected members appointed to committees or presiding or deputy presiding members appointed.	Unlikely (2)	Moderate (3)	Moderate (5-9)	Appoint elected members to committees and appoint presiding and deputy presiding members, as recommended.

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

**Voting Requirements**

Absolute Majority

**Officer Recommendation**

That Council:

1. Pursuant to the requirements of *Local Government Act 1995*, appoints the following elected members to be members of the Committees and as presiding and deputy presiding member of Committees, as specified, for terms expiring on 16 October 2027:
  - a. Audit, Risk and Improvement Committee
    - (i) \_\_\_\_\_
    - (ii) \_\_\_\_\_
    - (iii) \_\_\_\_\_
    - (iv) \_\_\_\_\_
    - (v) \_\_\_\_\_, and
    - (vi) All other elected members being deputies.
  - b. Chief Executive Officer’s Recruitment and Performance Review Committee
    - (i) \_\_\_\_\_
    - (ii) \_\_\_\_\_
    - (iii) \_\_\_\_\_
    - (iv) \_\_\_\_\_
    - (v) \_\_\_\_\_, and
    - (vi) All other elected members being deputies.

From the appointments made at b(i)-(v) above, appoints:

  - (1) \_\_\_\_\_ as the presiding member of the Committee; and
  - (2) \_\_\_\_\_ as the deputy presiding member of the Committee.

c. Community Grants Committee

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_
- (iv) \_\_\_\_\_, and
- (v) All other elected members being deputies.

From the appointments made at c(i)-(v) above, appoints:

- (1) \_\_\_\_\_ as the presiding member of the Committee; and
- (2) \_\_\_\_\_ as the deputy presiding member of the Committee.

d. Economic and Tourism Development Committee

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_
- (iv) \_\_\_\_\_, and
- (v) All other elected members being deputies.

From the appointments made at d(i)-(iv), appoints:

- (1) \_\_\_\_\_ as the presiding member of the Committee; and
- (2) \_\_\_\_\_ as the deputy presiding member of the Committee.

e. Waste Committee

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_
- (iv) \_\_\_\_\_
- (v) \_\_\_\_\_, and
- (vi) All other elected members being deputies.

From the appointments made at e(i)-(v), appoints:

- (1) \_\_\_\_\_ as the presiding member of the Committee; and
- (2) \_\_\_\_\_ as the deputy presiding member of the Committee.

*The Shire President advised the meeting that each item to appoint members and determine presiding and deputy presiding members on Council Committees would be put and dealt with separately.*

**Council Decision**            **186/2025**  
**Moved**                            **Cr B Healy**  
**Seconded**                        **Cr A Sullivan**

**1.a. That Council, pursuant to the requirements of *Local Government Act 1995*, appoints the following elected members to be members of the Audit, Risk and Improvement Committee, for terms expiring on 16 October 2027:**

- (i) Cr Rumble JP**
- (ii) Cr Sullivan**
- (iii) President Smith**
- (iv) Cr Healy**
- (v) Cr Day, and**
- (vi) All other elected members being deputies.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**        **Nil**

**Carried By Absolute Majority 8/0**

**Council Decision**            **187/2025**  
**Moved**                            **Cr A Sullivan**  
**Seconded**                        **Cr L Rumble JP**

**1.b. That Council, pursuant to the requirements of *Local Government Act 1995*, appoints the following elected members to be members of the Chief Executive Officer’s Recruitment and Performance Review Committee and as presiding and deputy presiding member of the Committee, for terms expiring on 16 October 2027:**

- (i) President Smith**
- (ii) Cr White**
- (iii) Cr Sullivan**
- (iv) Cr Rumble JP**
- (v) Cr Healy, and**
- (vi) All other elected members being deputies.**

**From the appointments made at (i)-(v) above, appoints:**

- (1) President Smith as the presiding member of the Committee; and**
- (2) Cr Sullivan as the deputy presiding member of the Committee.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**        **Nil**

**Carried By Absolute Majority 8/0**

**Original Officer Recommendation**

That Council

1. Pursuant to the requirements of *Local Government Act 1995*, appoints the following elected members to be members of the Committees and as presiding and deputy presiding member of Committees, as specified, for terms expiring on 16 October 2027:

c. Community Grants Committee

(i) \_\_\_\_\_

(ii) \_\_\_\_\_

(iii) \_\_\_\_\_

(iv) \_\_\_\_\_, and

(v) All other elected members being deputies.

From the appointments made at c(i)-(v) above, appoints:

(1) \_\_\_\_\_ as the presiding member of the Committee; and

(2) \_\_\_\_\_ as the deputy presiding member of the Committee.

**Council Decision                    188/2025**

**Moved                                    Cr R de Pledge**

**Seconded                                Cr A Sullivan**

**1.c. That Council, pursuant to the requirements of *Local Government Act 1995*, appoints the following elected members to be members of the Community Grants Committee and as presiding and deputy presiding member of the Committee, for terms expiring on 16 October 2027:**

**(i) Cr Rumble JP**

**(ii) Cr Fox**

**(iii) Cr Healy**

**(iv) Cr Day**

**(v) Cr Rogers, and**

**(vi) All other elected members being deputies.**

**From the appointments made at (i)-(v) above, appoints:**

**(1) Cr Healy as the presiding member of the Committee; and**

**(2) Cr Day as the deputy presiding member of the Committee.**

**For:                    A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:            Nil**

**Carried By Absolute Majority 8/0**

**Amendment****Moved** Cr A Sullivan**Seconded** Cr C Rogers

**That the membership for the Community Grants Committee be increased from four elected members to five elected members, as provided for in point 1.c. above.**

**For:** A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers

**Against:** Nil

**Carried 8/0**

**Reason for change:**

To allow both Cr Day and Cr Rogers to be members of the committee.

**Council Decision** 189/2025

**Moved** Cr L Rumble JP

**Seconded** Cr R de Pledge

**1.d. That Council, pursuant to the requirements of *Local Government Act 1995*, appoints the following elected members to be members of the Economic and Tourism Development Committee and as presiding and deputy presiding member of the Committee, for terms expiring on 16 October 2027:**

- (i) Cr Sullivan**
- (ii) Cr Healy**
- (iii) Cr Day**
- (iv) President Smith, and**
- (v) All other elected members being deputies.**

**From the appointments made at (i)-(iv) above, appoints:**

- (1) Cr Sullivan as the presiding member of the Committee; and**
- (2) Cr Healy as the deputy presiding member of the Committee.**

**For:** A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers

**Against:** Nil

**Carried By Absolute Majority 8/0**

**Original Officer Recommendation**

That Council

1. Pursuant to the requirements of *Local Government Act 1995*, appoints the following elected members to be members of the Committees and as presiding and deputy presiding member of Committees, as specified, for terms expiring on 16 October 2027:

e. Waste Committee

(i) \_\_\_\_\_

(ii) \_\_\_\_\_

(iii) \_\_\_\_\_

(iv) \_\_\_\_\_

(v) \_\_\_\_\_, and

(vi) All other elected members being deputies.

From the appointments made at e(i)-(v), appoints:

(1) \_\_\_\_\_ as the presiding member of the Committee; and

(2) \_\_\_\_\_ as the deputy presiding member of the Committee.

**Council Decision            190/2025**

**Moved                            SP A Smith**

**Seconded                      Cr B Healy**

**1.e. That Council:**

- a. Disbands the Waste Committee noting that the Waste Facility operates as a commercial entity of the Shire; and**
- b. Request the Chief Executive Officer to provide a monthly commercial in confidence report to Council on the operations, performances, and financial status of all the Shire's commercial entities – Waste Facilities, Onslow Airport, Sun Chalets and Ocean View Caravan Park.**

**For:                    A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:            Nil**

**Carried By Absolute Majority 8/0**

**Reason for change:**

These facilities are commercial entities, and the establishment of any committees on our commercial entities would make all discussions and documents publicly available, potentially disclosing commercially sensitive information and trade secrets. A monthly “commercial in confidence” CEO Report ensures Council is fully informed while protecting the Shire's commercial interests.

**Council Decision**            **191/2025**

**Moved**                            **Cr L Rumble JP**

**Seconded**                    **Cr B Healy**

**That Council move behind closed doors at 2:03pm, pursuant to clause 6.2 of the *Shire of Ashburton Standing Orders Local Law 2012* to consider the following item.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**            **Nil**

**Carried 8/0**

*SP A Smith disclosed an impartiality interest in Item 13.4 (detailed in Item 5.2).*

*Cr A Sullivan disclosed an impartiality interest in Item 13.4 (detailed in Item 5.2).*

*Cr L Rumble JP disclosed an impartiality interest in Item 13.4 (detailed in Item 5.2).*

### 13.4 Selection and Appointment - Independent Presiding and Deputy Presiding Members - Audit, Risk and Improvement Committee

<b>File Reference</b>	GV04
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	R Marlborough, Senior Governance Officer
<b>Authorising Officer</b>	D Kennedy, Director Corporate Services
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 19 August 2025 – Item 13.3 – (151/2025)
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Expression of Interest - Independent Members - Audit, Risk and Improvement Committee</li> <li>2. Expression of Interest - David Cyngler - Confidential</li> <li>3. Expression of Interest - Peter Carter - Confidential</li> <li>4. Expression of Interest - Duy Vu Vo - Confidential</li> <li>5. Expression of Interest - Phil Anastakis - Confidential</li> <li>6. Expression of Interest - Baptiste Isambert - Confidential</li> <li>7. Expression of Interest - Gia Jac - Confidential</li> <li>8. Expression of Interest - Stephen Brown - Confidential</li> <li>9. Expression of Interest - Vernon Lawrence - Confidential</li> </ol>

#### Report Purpose

The purpose of this report is for Council to consider the formal appointment of an independent presiding and deputy presiding member of the Audit, Risk and Improvement Committee.

Council is requested to review the applications received and formally appoint the preferred qualifying persons to these roles on the Shire of Ashburton’s Audit, Risk and Improvement Committee for a term expiring on 16 October 2027.

#### Background

In August 2025, Council supported the establishment of an Audit Risk and Improvement Committee (ARIC) and agreed to progress the appointment of an independent presiding and deputy presiding member of the ARIC, given the pending legislative changes to the *Local Government Act 1995* (Act) requiring the appointment of these two independent member positions on this committee.

In conjunction with the formal establishment of the ARIC, at the August 2025 Ordinary Council Meeting a review of Council's Committee and Working Groups Booklet was supported to ensure best practice and statutory compliance.

This review included preparatory context to align with the implementation of the new section 7.1A of the Act for the external independent presiding and deputy presiding member to be appointed to the ARIC.

Council further supported the expression of interest being invited to fill the external independent presiding and deputy presiding member positions on the ARIC.

### **Comments**

In accordance with Council's direction, an expression of interest was publicly invited through the Shire's website in September 2025 (refer to Attachment 1). Applications were invited until 12 October 2025. The expression of interest was also promoted on Seek, LinkedIn and other social media channels in October 2025. Three applications were received through this Shire process.

The applications received from the Shire initiated expression of interest process were from:

- David Cyngler
- Peter Carter
- Du Vu Vo.

The Western Australian Local Government Association (WALGA) also invited a similar expression of interest for a pool of independent presiding and deputy presiding members for local government Audit, Risk and Improvement Committees. WALGA advised the Shire that ten applicants indicated a willingness to provide these services to Pilbara local governments.

Of the ten applicants on the WALGA pool, two had already applied via the Shire's expression of interest process. The Shire contacted the remaining WALGA pool members and of those, the following confirmed their interest and willingness to be considered for the roles available on the Shire's ARIC.

- Phillip Anastasakis
- Baptiste Isambert
- Gia Jac
- Stephen Brown
- Vernon Lawrence.

Copies of their applications and all supporting information are attached for Council's review and consideration.

Council is requested to consider the applications received and appoint a presiding and deputy presiding member for the Shire's ARIC for a term expiring on 16 October 2027.

### **Consultation**

The Shire invited applications via an expression of interest in September and October 2025. Applications were invited until 12 October 2025. This invitation was published via the Shire's website, Seek, LinkedIn and other social media channels.

**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**

Nil

**Financial Implications**

Current Financial Year

Adequate funds have been identified in the current budget to support expected costs associated with the ARIC appointed presiding member participating at committee meetings.

Future Financial Year(s)

Each year, funding must be set aside in the annual budget to cover the costs of the ARIC presiding member participation at committee meetings.

**Legislative Implications**

*Local Government Act 1995 (Act)*

Section 5.10 of the Act prescribes a committee is to have as its member persons appointed by the Council.

Section 5.12 of the Act deals with the appointment of presiding members and deputies

- (1) The local government must appoint\* a member of a committee to be the presiding member of the committee. \*
- (2) The local government may appoint\* a member of a committee to be the deputy presiding member of the committee.

\*Absolute majority required.

The *Local Government Amendment Act 2024* is to introduce new provisions into the *Local Government Act 1995 (Act)* regarding presiding members and deputy presiding members of Audit Risk and Improvement Committees. Section 7.1A(3) and (4) provide:

- (3) The presiding member of the audit, risk and improvement committee cannot be a council member of the local government or of any other local government.
- (4) Any deputy presiding member of the audit, risk and improvement committee cannot be a council member of the local government or of any other local.

**Risk Management**

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
<b>Compliance</b>	Non-compliance with the requirements for the appointment of a presiding and deputy presiding member of the ARIC.	Unlikely (2)	Minor (2)	Low (1-4)	Council select and appoint a presiding and deputy presiding member of the ARIC.

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

**Voting Requirements**

Absolute Majority

**Officer Recommendation**

That Council, in support of pending amendments to the *Local Government Act 1995* (Act) to introduce a new Section 7.1A, and in accordance with the relevant provisions of the Act, appoint:

1. \_\_\_\_\_ to be the independent Presiding Member of the Audit, Risk and Improvement Committee, for a term expiring on 16 October 2027; and
2. \_\_\_\_\_ to be the independent Deputy Presiding Member of the Audit, Risk and Improvement Committee, for a term expiring on 16 October 2027

**Council Decision**                    **192/2025**

**Moved**                                    **Cr B Healy**

**Seconded**                                **Cr L Rumble JP**

**That Council, in support of pending amendments to the *Local Government Act 1995* (Act) to introduce a new Section 7.1A, and in accordance with the relevant provisions of the Act, appoint:**

- 1. Stephen Brown to be the independent Presiding Member of the Audit, Risk and Improvement Committee, for a term expiring on 16 October 2027; and**
- 2. Duy Vu Vo to be the independent Deputy Presiding Member of the Audit, Risk and Improvement Committee, for a term expiring on 16 October 2027.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**            **Nil**

**Carried By Absolute Majority 8/0**

**Council Decision**            **193/2025**

**Moved**                        **Cr R de Pledge**

**Seconded**                  **Cr B Healy**

**That Council -reopen the meeting to the public at 2:10pm.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day  
and C Rogers**

**Against:**            **Nil**

**Carried 8/0**

### 13.5 Elected Member Appointments to Working Groups and External Groups

<b>File Reference</b>	GV04
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	R Marlborough, Senior Governance Officer
<b>Authorising Officer</b>	D Kennedy, Director Corporate Services
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 8 August 2023 - Item 13.4 – (157/2023) Special Council Meeting 25 October 2023 – Item 9.2 – (196/2023) Ordinary Council Meeting 19 August 2025 – Item 13.3 – (151/2025)
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Local Emergency Management Committee's - Terms of Reference - Update</li> <li>2. Onslow Senior Citizens and Carinya Units Working Group - Terms of Reference - Update</li> <li>3. Regional Road Group Framework - Update</li> </ol>

#### Report Purpose

Council is required to have elected member representation to Council working groups and external groups. Elected members are appointed to each of the groups for two years with all terms expiring on 16 October 2027.

The purpose of this report is to provide information on each of the working and external groups and the number of members required on each.

Council is requested to nominate and appoint elected members to each group.

#### Background

Following from the 2023 Local Government Ordinary Election at the Special Council Meeting held on 25 October 2023, elected members were appointed to each of the working and external groups.

Recently, the Shire undertook a comprehensive review of the Shire's current committees and working groups and at the Ordinary Council Meeting on 19 August 2025, Council endorsed elected member representation on the following working groups and external groups.

#### Council Working Groups

- Inland Local Emergency Management Committee
- Onslow Local Emergency Management Committee
- Pannawonica Local Emergency Management Committee
- Onslow Senior Citizens and Carinya Units Working Group

- Tom Price Sporting Working Group
- Working Together Onslow Steering Group

External Groups

- Regional Development Assessment Panel
- Regional Road Group
- Western Australian Local Government Association Pilbara Country Zone

**Comments**

Working groups are not intended to be constrained by the procedural requirements of the *Local Government Act 1995* (the Act) and *Local Government (Administration) Regulations 1996* however, many best practice meeting procedures used under the Act can be practised for working group meetings.

Any recommendations emanating from working groups are to be endorsed by Council through an officer report and subsequent recommendation. A working group has no other power.

**Shire Working Groups**

The details of each of current working groups are as follows –

<b>Shire Working Group</b>	<b>Purpose</b>	<b>Membership</b>
Inland Local Emergency Management Committee	The Inland Local Emergency Management Committee (LEMC) is established in accordance with the <i>Emergency Management Act 2005</i> and comprises the Tom Price and Paraburdoo townships and surrounding communities.  The aim of the LEMC is to collaborate with local support organisations, hazard management agencies and industry representatives to collectively build a resilient community that is prepared to respond and recover from an emergency.	<ul style="list-style-type: none"> <li>• Two elected members</li> <li>• Two elected members as deputies</li> </ul> <p><b>Note:</b> Elected member to be appointed as Chairperson</p>
Onslow Local Emergency Management Committee	The Onslow Local Emergency Management Committee (LEMC) is established in accordance with the <i>Emergency Management Act 2005</i> and comprises the Onslow town site and surrounding communities.  The aim of the LEMC is to collaborate with local support organisations, hazard management agencies and industry representatives to collectively build a resilient community that is prepared to respond and recover from an emergency.	<ul style="list-style-type: none"> <li>• Two elected members</li> <li>• Two elected members as deputies</li> </ul> <p><b>Note:</b> Elected member to be appointed as Chairperson</p>
Pannawonica Local Emergency Management Committee	The Pannawonica Local Emergency Management Committee (LEMC) is established in accordance with the <i>Emergency Management Act 2005</i> and comprises the ‘closed’ town of Pannawonica.  The aim of the LEMC is to collaborate with local support organisations, hazard management agencies and industry representatives to collectively build a resilient community that is prepared to respond and recover from an emergency.	<ul style="list-style-type: none"> <li>• Two elected members</li> <li>• Two elected members as deputies</li> </ul> <p><b>Note:</b> Elected member to be appointed as Chairperson</p>

Onslow Senior Citizens and Carinya Units Working Groups	The purpose of the Onslow Senior Citizens and Carinya Units Working Group is to provide means to consider applications lodged for residential occupancy of the Onslow Senior Citizens Units and the Carinya Units (Units) by eligible persons, and to broadly support ongoing effective operations at the Units.	<ul style="list-style-type: none"> <li>• Onslow Ward Councillor (chairperson of meetings)</li> </ul>
Tom Price Sporting Working Group	<p>The purpose of the Tom Price Sporting Working Group is to:</p> <ol style="list-style-type: none"> <li>1. provide guidance to sport and recreation issues within the Tom Price Sporting precinct (Tom Price Oval and Minna Oval);</li> <li>2. provide a forum for discussion of matters relating to sport and recreation within the town of Tom Price, including the identification of issues and opportunities and ensuring equitable access to sport and recreation opportunities for all members of the community; and</li> <li>3. provide direction on all matters relating to the clubs and facilities.</li> </ol>	<ul style="list-style-type: none"> <li>• Two members (Tom Price Ward Councillor)</li> <li>• Deputy (Tom Price Ward Councillor)</li> </ul>
Working Together Onslow Steering Group	The purpose of the Working Together Onslow Steering Committee is to provide oversight of the Working Together Onslow Agreement funding allocations.	<ul style="list-style-type: none"> <li>• Shire President (chairperson of meeting)</li> <li>• Onslow Ward Councillor</li> </ul>

**Local Emergency Management Committee’s**

It is proposed to amend clause 6.3 in all of the Local Emergency Management Committee's (LEMC's) - Terms of References as detailed in Attachment 1 to enable the Chief Executive Officer (CEO) to determine the Executive Officer, as the management and direction of employees is the responsibility of the CEO.

**Onslow Senior Citizens and Carinya Units Working Group**

Council is requested to support minor amendments to the Onslow Senior Citizens and Carinya Units Working Groups – Terms of Reference to remove the previous position of Executive Manager Land, Property and Regulatory Services and replace with the Manager Communities, as detailed in Attachment 2.

**External Groups**

Council provide representation on a number of external groups. These groups are administered by parties other than the Shire of Ashburton therefore, information provided, and operation of these groups is at the discretion of the convening bodies.

The details of each current external working groups are as follows –

<b>External Working Group</b>	<b>Purpose</b>	<b>Membership</b>
Regional Development Assessment Panel	A Development Assessment Panel is an independent decision-making body comprised of technical experts and elected local government members. These panels determine development applications made under local and region planning schemes, in the place of the original decision maker.	<ul style="list-style-type: none"> <li>• Two members</li> <li>• Two deputies</li> </ul>

Regional Road Group	There are 10 Regional Road Groups (RRG) in WA, established under the State Road Funds to Local Government Agreement which is overseen by a State Advisory Committee (SAC). The RRGs make recommendations to the SAC regarding the Annual Local Government Roads Program for their Region and any other relevant issues.	<ul style="list-style-type: none"> <li>• Two members</li> <li>• Two deputies</li> </ul>
Western Australian Local Government Association (WALGA) Pilbara Country Zone	WALGA's Constitution outlines that the functions of Zones are to: <ul style="list-style-type: none"> <li>• Elect one or more State Councillors;</li> <li>• Consider the State Council agenda;</li> <li>• Provide direction and feedback to their State Councillor; and,</li> <li>• Any other function deemed appropriate by the Zone.</li> </ul>	<ul style="list-style-type: none"> <li>• Two members</li> <li>• Two deputies</li> </ul>

**Regional Road Group**

It is proposed to amend the elected member representation on the Regional Road Group to one elected member and one elected member as a deputy, rather than two elected members and two elected members as deputies. The rationale for amendment is that each member local government on the group has only one vote. Having two elected members creates confusion and does not provide any overall increased direct benefit to the Shire. The amended regional road group framework is provided for consideration at Attachment 3.

The current Terms of Reference for each of the working groups are detailed in the Committee and Working Groups Booklet which is available on the Shire's Website.

**Consultation**

Nil

**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](#)

Nil

**Financial Implications**

**Current Financial Year**

Any associated costs for elected members required to travel to attend external group meetings is provided for in the Annual Budget.

Future Financial Year(s)

Any associated costs for elected members required to travel to attend external group meetings is provided for in the Annual Budget.

**Legislative Implications**

Section 38 of the *Emergency Management Act 2005* prescribes a local government is to establish one or more local emergency management committees for the district.

**Risk Management**

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
<b>Reputation (social/community)</b>	Council not being appropriately represented at working and external groups.	Unlikely (2)	Minor (2)	Low (1-4)	Elected members nominate for vacancies, and Council makes appropriate elected member and any other appointments, as recommended.

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 Council:

1. Endorse the following elected member appointments on the listed Working and Groups and External Groups for a term expiring on 16 October 2027:
  - A. Inland Local Emergency Management Committee
    - (a) \_\_\_\_\_ (Chairperson)
    - (b) \_\_\_\_\_
    - (c) \_\_\_\_\_ (Deputy)
    - (d) \_\_\_\_\_ (Deputy).
  - B. Onslow Local Emergency Management Committee
    - (a) \_\_\_\_\_ (Chairperson)
    - (b) \_\_\_\_\_
    - (c) \_\_\_\_\_ (Deputy)
    - (d) \_\_\_\_\_ (Deputy).

- C. Pannawonica Local Emergency Management Committee
  - (a) \_\_\_\_\_ (Chairperson)
  - (b) \_\_\_\_\_
  - (c) \_\_\_\_\_ (Deputy)
  - (d) \_\_\_\_\_ (Deputy).
- D. Onslow Senior Citizens and Carinya Units Working Groups
  - (a) Onslow Ward Councillor, as per the adopted Terms of Reference.
- E. Tom Price Sporting Working Group
  - (a) Tom Price Ward Councillor \_\_\_\_\_
  - (b) Tom Price Ward Councillor \_\_\_\_\_
  - (c) Tom Price Ward Councillor \_\_\_\_\_(Deputy)

as per the adopted Terms of Reference.
- F. Working Together Onslow Steering Committee
  - (a) Shire President
  - (b) Onslow Ward Councillor

as per the adopted Terms of Reference.
- G. Regional Development Assessment Panel
  - (a) \_\_\_\_\_
  - (b) \_\_\_\_\_
  - (c) \_\_\_\_\_ (Deputy)
  - (d) \_\_\_\_\_ (Deputy)
- H. Regional Road Group
  - (a) \_\_\_\_\_
  - (b) \_\_\_\_\_ (Deputy)
- I. Western Australian Local Government Association - Pilbara Country Zone
  - (a) \_\_\_\_\_
  - (b) \_\_\_\_\_
  - (c) \_\_\_\_\_ (Deputy)
  - (d) \_\_\_\_\_ (Deputy)

2. Support the amendments to the proposed to the Local Emergency Management Committee’s Terms of Refence, the Onslow Senior Citizens and Carinya Units Working Groups Terms of Refence, and the Regional Road Group framework, as detailed at Attachments 1, 2 and 3 respectively.

*The Shire President advised the meeting that each item to appoint elected members on Working and External Groups would be put and dealt with separately.*

**Council Decision 194/2025**

**Moved Cr L Rumble JP**

**Seconded Cr R de Pledge**

**That Council endorses the following elected member appointments on the listed Emergency Management Committees, for a term expiring on 16 October 2027:**

- A. Inland Local Emergency Management Committee**
  - (a) President Smith (Chairperson)
  - (b) Cr Rogers
  - (c) Cr Day (Deputy)
  - (d) Cr de Pledge (Deputy).
- B. Onslow Local Emergency Management Committee**
  - (a) President Smith (Chairperson)
  - (b) Cr Sullivan
  - (c) Cr Healy (Deputy)
  - (d) Cr Rumble JP (Deputy).
- C. Pannawonica Local Emergency Management Committee**
  - (a) Cr Fox (Chairperson)
  - (b) President Smith
  - (c) Cr Sullivan (Deputy)
  - (d) Cr Day (Deputy).

**For: A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against: Nil**

**Carried 8/0**

**Council Decision 195/2025**

**Moved Cr A Sullivan**

**Seconded Cr R de Pledge**

**That Council appoints the Onslow Ward Councillor, as per the adopted Terms of Reference on the Onslow Senior Citizens and Carinya Units Working Group, for a term expiring on 16 October 2027.**

**For: A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against: Nil**

**Carried 8/0**

**Council Decision 196/2025**

**Moved Cr K Day**

**Seconded Cr B Healy**

**That Council endorses the following elected member appointments on the Tom Price Sporting Working Group, for a term expiring on 16 October 2027:**

- (a) Cr Day (Tom Price Ward Councillor)**
- (b) Cr Rogers (Tom Price Ward Councillor)**
- (c) Cr Healy (Deputy) (Tom Price Ward Councillor)**

**For: A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against: Nil**

**Carried 8/0**

**Council Decision 197/2025**

**Moved Cr B Healy**

**Seconded Cr R de Pledge**

**That Council endorses the following elected member appointments on the Working Together Onslow Steering Committee, for a term expiring on 16 October 2027:**

- (a) Shire President**
  - (b) Cr White (Onslow Ward Councillor)**
- as per the adopted Terms of Reference.**

**For: A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against: Nil**

**Carried 8/0**

**Council Decision 198/2025**

**Moved Cr L Rumble JP**

**Seconded Cr A Sullivan**

**That Council endorses the following elected member appointments on the Regional Development Assessment Panel, for a term expiring on 16 October 2027:**

- (a) Cr Sullivan**
- (b) Cr Healy**
- (c) Cr Fox (Deputy)**
- (d) President Smith (Deputy)**

**For: A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against: Nil**

**Carried 8/0**

**Council Decision**            **199/2025**

**Moved**                        **Cr R de Pledge**

**Seconded**                  **Cr T Fox**

**That Council endorses the following elected member appointments on the Western Australian Local Government Association - Pilbara Country Zone, for a term expiring on 16 October 2027:**

- (a) President Smith**
- (b) Cr Healy**
- (c) Cr Sullivan (Deputy)**
- (d) Cr Rumble JP (Deputy)**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**            **Nil**

**Carried 8/0**

**Council Decision**            **200/2025**

**Moved**                        **Cr A Sullivan**

**Seconded**                  **Cr L Rumble JP**

**That Council**

**1. Endorses the following elected member appointments on the Regional Road Group, for a term expiring on 16 October 2027:**

- (a) Cr Rumble JP (voting)**
- (b) Cr Sullivan**
- (c) Cr Healy (Deputy)**
- (d) Cr de Pledge (Deputy)**

**2. Supports the amendments to proposed to the Local Emergency Management Committee's Terms of Reference and the Onslow Senior Citizens and Carinya Units Working Groups Terms of Reference, as detailed at Attachments 1 and 2.**

**For:**                    **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**            **Nil**

**Carried 8/0**

**Amendment**

**Moved** Cr A Sullivan

**Seconded** Cr L Rumble JP

1. That the membership of the Regional Road Group at point 1 above, be retained at two elected members and two elected members, as deputies.
2. Removes reference to the Regional Road Group framework from point 2 of the officer recommendation.

**For:** L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers

**Against:** A Smith and R de Pledge

**Carried 6/2**

**Reason for change:**

To keep the existing elected member representation on the Regional Road Group so elected members can be fully informed and across all matters.

**Resumption of Standing Orders**

**Council Decision** 201/2025

**Moved** Cr L Rumble JP

**Seconded** Cr A Sullivan

**A motion was moved that Council resume standing orders at 2:36 pm.**

**For:** A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers

**Against:** Nil

**Carried 8/0**

## **14 Infrastructure Services Reports**

Nil

## 15 Community Development Reports

*SP A Smith disclosed an impartiality interest in Item 15.1 (detailed in Item 5.2).*

*Cr B Healy disclosed an impartiality interest in Item 15.1 (detailed in Item 5.2).*

*Cr K Day disclosed an impartiality interest in Item 15.1 (detailed in Item 5.2).*

*Cr C Rogers disclosed an impartiality interest in Item 15.1 (detailed in Item 5.2).*

### 15.1 Tom Price Sporting Working Group - Status and Selection of Community Representatives

<b>File Reference</b>	RC40
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	M Bishop, Club Development Lead
<b>Authorising Officer</b>	C McGurk, Director Community Development
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 8 August 2023 - Item 13.4 – 157/2023 Special Council Meeting 25 October 2023 – Item 9.2 – (196/2023) Ordinary Council Meeting 19 August 2025 – Item 13.3 – (151/2025)
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Nomination - Adam Hitchcock - Confidential</li> <li>2. Nomination - Marama Rawiri - Confidential</li> <li>3. Nomination - Danielle Cheeseman - Confidential</li> <li>4. Nomination - Brendan Rockliff - Confidential</li> <li>5. Tom Price Sporting Working Group - Terms of Reference Review</li> </ol>

#### Report Purpose

The purpose of this report is to provide Council with information on the status of the Tom Price Sporting Working Group (Group) and provide information to consider community membership on the Group for the next two years, following an invitation being advertised.

Council is requested to consider the applications for community membership received and approve a minor amendment to the Group’s Terms of Reference to ensure ongoing operations and provide future flexibility.

## Background

The Tom Price Sporting Working Group (Group) was established to provide an opportunity for local sporting groups to have one point of contact with the Shire on sport and recreation matters within the Tom Price Sporting precinct, with the overall intent being an accessible forum for discussions to facilitate equitable access to sport and recreation opportunities for all members of the community, and to provide direction on all matters relating to the clubs and facilities.

The adopted Terms of Reference requires seven community representatives to be part of the Group. From May 2024 to October 2025, seven meetings were held, with only four having the required quorum to function, as intended.

The meetings where a quorum was not achieved were held as informal discussions, which were generally productive. Overall, the meetings, whether formal or informal, were productive with all representatives having the opportunity to provide updates, share ideas, discuss issues, and hear what was upcoming with the Shire's Club Development Plan 2024-2027.

## Comments

In preparation for the expiry of the community member representative roles on this Group, advertising for nominations commenced on 25 August 2025. Applications closed at 4.00pm on 19 September 2025. The nomination period was advertised extensively, and possible candidates were contacted directly. This approach generated two of the four nominations received, as follows:

- Adam Hitchcock (2024-25 working group member)
- Marama Rawiri
- Danielle Cheeseman
- Brendan Rockliff

These nominations were assessed by the selection panel against the selection criteria detailed below, giving consideration to the diversity of sport and recreation clubs, associations and interests, to ensure fair and even representation.

1. Current involvement in service provision, policy or program development in the area of sport and recreation
2. Endorsement by their organisation
3. Strong knowledge of the Tom Price sporting activities with networks throughout the local community
4. Strong knowledge of sport and recreation trends and impacts relevant to the purpose of the Group
5. A willingness to contribute meaningfully to meetings in a fair and unbiased manner, and
6. Capacity to represent and commit to the Working Group for the required term.

The selection panel support the applicants that have nominated to be community member representatives on the Group, and Council are requested to endorse the applications received. For Council's information copies of the applications lodged are provided in Attachments 1 to 4, respectively.

The current Terms of Reference requirements for this Group are seven community member representatives. As only four nominations were received, the potential for future meeting quorums not being achieved is significant, meaning meetings would be informal and outside of Council’s original intent.

To resolve this situation and provide flexibility, Council are requested to support an amendment to the Group’s the Terms of Reference to allow for a minimum of four and a maximum of seven community member representatives. The proposed amended Terms of Reference are provided for Council’s information at Attachment 5.

**Consultation**

Local advertising for nominations through the Shire’s website and via social media for community member representation on the Tom Price Sporting Working Group commenced on 25 August 2025. Applications closed at 4.00pm on 19 September 2025.

**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

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
<b>Reputation (social/community)</b>	Community is not appropriately represented at working groups.	Unlikely (2)	Minor (2)	Low (1-4)	Endorse community members for a 2-year period following which, nominations for vacancies will be readvertised.

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 Council:

1. Endorses Adam Hitchcock, Marama Rawiri, Danielle Cheeseman and Brendan Rockliff being community member representatives on the Tom Price Sporting Working Group for a term expiring on 16 October 2027; and
2. Supports an amendment to the Tom Price Sporting Working Group – Terms of Reference, as provided and detailed at Attachment 5.

**Council Decision**                      **202/2025**

**Moved**                                      **Cr B Healy**

**Seconded**                                 **Cr K Day**

**That Council:**

1. **Endorses Adam Hitchcock, Marama Rawiri, Danielle Cheeseman and Brendan Rockliff being community member representatives on the Tom Price Sporting Working Group for a term expiring on 16 October 2027; and**
2. **Supports an amendment to the Tom Price Sporting Working Group – Terms of Reference, as provided and detailed at Attachment 5.**

**For:**                      **A Smith, R de Pledge, L Rumble JP, A Sullivan, B Healy, T Fox, K Day and C Rogers**

**Against:**              **Nil**

**Carried 8/0**

## **16 Councillor Agenda Items / Notices of Motion**

Nil

## **17 New Business Of An Urgent Nature Introduced By Council Decision**

Nil

## **18 Confidential Matters**

Nil

## **19 Next Meeting**

The next Ordinary Council Meeting will be held at 1:00pm on Tuesday 18 November 2025 at Ashburton Hall, Ashburton Avenue, Paraboradoo.

## **20 Closure Of Meeting**

There being no further business, the Presiding Member closed the meeting at 2:38pm.