



Late Agenda

Ordinary Council Meeting

Tuesday, 9 December 2025

Date:	Tuesday 9 December 2025
Time:	1:00pm
Location:	Council Chambers, Onslow Shire Complex, Second Avenue, Onslow
Distribution Date:	Friday 5 December 2025



**Shire of Ashburton
Ordinary Council Meeting**

Please be informed an Ordinary Council Meeting will be held at 1:00pm on Tuesday 9 December 2025 at Council Chambers, Onslow Shire Complex, Second Avenue, Onslow.

A handwritten signature in black ink, appearing to read 'Keith Woodward'.

Keith Woodward
Chief Executive Officer

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.

17 New Business Of An Urgent Nature Introduced By Council Decision

L.1 Request for Quotation 16.25 - Ashburton Downs - Meekatharra Road

File Reference	CMQ16.25
Applicant or Proponent(s)	Not Applicable
Author	A Chihava, Project Manager
Authorising Officer	G Harris, Director Infrastructure Services
Previous Meeting Reference	Ordinary Council Meeting 19 August 2025 - Item 14.1 – 158/2025
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Evaluation Report - Confidential

Report Purpose

The purpose of this report is to provide council with the Evaluation and Recommendation Report for Request for Quotation (RFQ) 16.25 – Ashburton Downs - Meekatharra Road as detailed in the Confidential Attachment 1.

Council is requested to award the project as detailed in RFQ 16.25 to Contractor 1 based on the evaluation panel's assessment of the submissions received.

Background

This project is part of the annual Road Maintenance Program. Funds for this project have been provided for in the 2025/2026 Annual Budget (refer to Financial Implications section of this report, as below).

The Shire of Ashburton (Shire) sought to engage a suitably qualified and experienced road construction contractor from the Panel of Prequalified Suppliers (RFT 11.25) to undertake unsealed road maintenance and upgrade works on Ashburton Downs Road, and Ashburton Downs Meekatharra Road.

A project scoping document was prepared for the works following a detailed site inspection. The works as described in RFQ 16.25 are based on that document.

In summary, the scope of works involves the following:

- Heavy maintenance grade along the full length of Ashburton Downs Road, and Ashburton Downs - Meekatharra Road
- Resheeting of 20km of Ashburton Downs - Meekatharra Road

The reforming and resheeting works on Ashburton Downs Meekatharra Road are envisioned to be carried and completed within one year commencing on 9 March 2026 and completed by 30 September 2026.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	2. Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	2.8 Safe and interconnected transport networks for the community
Strategy	1 Improve road safety and connectivity to provide a safe and efficient road network.

Council Policy

[Council Policies » Shire of Ashburton](#)

Council Policy – Purchasing and Procurement

Council Policy – Asset Management

Council Policy – Risk Management

Financial Implications

Current Financial Year

Funds are available from the following accounts:

- X3821 – Ashburton Downs Meekatharra Road - Resheet, budget allocation of \$450,000.00
- X3822 – Ashburton Downs Meekatharra Road – Resheet, budget allocation of \$3,355,000.00

Therefore, total current allocation for the project is \$3,805,000.00 (as per budget 2025/2026 allocation).

Contractor 1, as detailed in Confidential Attachment 1, submitted a complaint submission with a total contract price of \$4,249,660.00 excluding GST. \$444,660.00 over the budget allocation.

The lump sum price includes all preliminaries, materials, labour, delivery and deliverables.

The recommendation, therefore, is to supplement the funds by utilising the Regional Road Maintenance Budget - RC26002 to cover for the heavy maintenance works on Ashburton Downs Road, which will approximately cost \$450,000.00 including the preliminary costs.

Funding Summary:

Source	Amount
X3821 – Ashburton Downs Meekatharra Road	\$450,000.00
X3822 – Ashburton Downs Meekatharra Road	\$3,355,000.00
RC26002 – Regional Roads	\$450,000.00
Total	\$4,255,000.00

Future Financial Year(s)

The project is expected to commence in March 2026 with practical completion in September 2026. This will result in a portion of the project being a carryover project at the commencement of the 2026/2027 financial year.

Legislative Implications

Local Government Act 1995,

- Section 1.8 – Statewide public notice
- Section 3.57 – Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996

- Regulation 24AB – Local Government may establish panels of pre-qualified suppliers
- Regulation 24 AJ – Contracts with pre-qualified suppliers

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Substantiated, localised impact in community trust or low media item.	Possible (3)	Minor (2)	Moderate (5-9)	Defined scope of works, appoint experienced contractor, and ensure on-site supervision and checking of works.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. Accepts the evaluation panel’s recommendation, as provided in confidential attachment 1, and approves the award of a contract to Contractor 1 for the quoted works under Request for Quotation 16.25 – Ashburton Downs - Meekatharra Road for \$4,249,660.00 excluding GST.
2. Notes that \$450,000.00 for the Ashburton Downs – Heavy Maintenance grading will come from the existing Regional Roads Maintenance Budget - RC 26002.
3. Authorises the Chief Executive Officer to negotiate and enter a formal contract with Contractor 1 for the quoted works under Request for Quotation 16.25 – Ashburton Downs - Meekatharra Road.

L.2 Request for Quotation 17.25 Roebourne - Wittenoom Road

File Reference	CMQ 17.25
Applicant or Proponent(s)	Not Applicable
Author	A Chihava, Project Manager
Authorising Officer	G Harris, Director Infrastructure Services
Previous Meeting Reference	Ordinary Council Meeting 19 August 2025 - Item 14.1 – 158/2025
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Evaluation Report - Confidential

Report Purpose

The purpose of this report is to provide council with the Evaluation and Recommendation Report for Request for Quotation (RFQ) 17.25 – Roebourne - Wittenoom Road as detailed in the Confidential Attachment 1.

Council is requested to award the project as detailed in RFQ 17.25 to Contractor 1 based on the evaluation panel’s assessment of the submissions received.

Background

This project is part of the annual Road Maintenance Program. Funds for this project have been provided for in the 2025/2026 Annual Budget (refer to Financial Implications section of this report, as below).

The Shire of Ashburton (Shire) sought to engage a suitably qualified and experienced road construction contractor from the Panel of Prequalified Suppliers – Road Construction and Civil Works (RFT 11.25) to undertake unsealed road maintenance and upgrade works on Roebourne - Wittenoom Road.

A project scoping document was prepared for the works following a detailed site inspection. The works as described in RFQ 17.25 are based on that document.

In summary, the scope of works involves the following:

- Heavy maintenance grade along the full length of Roebourne - Wittenoom Road, including the roads into the pastoral stations and Fortescue Crossing
- Resheeting of 20km of Roebourne - Wittenoom Road

The reforming and resheeting works on Roebourne - Wittenoom Road are envisioned to be carried and completed within one year commencing 9 March 2026 and completed by 30 September 2026.

Heavy Maintenance Grading

Work areas as follows:

- Roebourne - Wittenoom Road (approx. 95 km total):
 - Slk 15.89 – 25.58, Slk 73.97 – 137.5, Slk 157.49 – 208.41
- Fortescue Crossing Road Slk 0 – 12.31
- Pastoral Station Access Roads (approx. 30 km total)

Reforming and Resheeting Works

Work area as follows (approx. 20km total):

- Roebourne - Wittenoorn Road Slk 137.5 – 157.5

Comments

The Shire released RFQ 17.25, via the Shire’s Vendor Panel portal on Wednesday 12 November 2025 and closed on Tuesday 2 December 2025 at 12.00pm. The Tender Exempt RFQ was sent to four construction contractors from the Panel of Prequalified Suppliers – Road Construction and Civil Works (RFT 11.25), however the Shire received only three submissions from the panel contractors as one contractor declined to submit responses.

The following qualitative criteria was approved for this RFQ, and this information was advertised as part of the overall process. Each approved criterion was given the following weightings.

Criteria	Weighting
Timeframe	35%
Methodology	40%

The tender price was given the following weighting

Criteria	Weighting
Fees & Charges	25%

Each member of the tender evaluation panel individually assessed each tender submission received against the qualitative criteria approved for this project. Each criterion was given a rating scale of 0-10, with zero being the lowest and 10 being the highest.

The evaluation panel recommendation report, inclusive of the overall evaluation scores, rankings and the evaluation panel’s recommendation regarding the preferred contractor, is included as Confidential Attachment 1.

The preferred Contractor was assessed as providing the most advantageous offer and best value for money to undertake the project works contained in RFQ 17.25.

The offer submitted is for a lump sum price and includes all preliminaries, materials, labour and deliverables. The lump sum price is subject to satisfactory contract negotiations and any resultant amendments. Given the comprehensive nature of the RFQ response provided by the preferred tenderer, these negotiations are not expected to create any issues.

Consultation

Procurement Department
 Submission Assessment Panel
 Director Infrastructure Services
 Director Corporate Services

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	2. Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	2.8 Safe and interconnected transport networks for the community
Strategy	1 Improve road safety and connectivity to provide a safe and efficient road network.

Council Policy

[Council Policies » Shire of Ashburton](#)

Council Policy – Purchasing and Procurement

Council Policy – Asset Management

Council Policy – Risk Management

Financial Implications

Current Financial Year

Funds are available in X3518 – Roebourne - Wittenoom Rd – Resheeting & Medium Grade, budget allocation of \$4,300,000.00.

Contractor 1, as detailed in Confidential Attachment 1, submitted a complaint submission with a total contract price of \$4,157,235.00, excluding GST. \$142,765.00 under the budget allocation. The lump sum price includes all preliminaries, materials, labour, delivery and deliverables.

Future Financial Year(s)

The project is expected to commence in March 2026 with practical completion in September 2026. This will result in a portion of the project being a carryover project at the commencement of the 2026/2027 financial year.

Legislative Implications

Local Government Act 1995,

- Section 1.8 – Statewide public notice
- Section 3.57 – Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996

- Regulation 24AB – Local Government may establish panels of pre-qualified suppliers
- Regulation 24 AJ – Contracts with pre-qualified suppliers

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Substantiated, localised impact in community trust or low media item.	Possible (3)	Minor (2)	Moderate (5-9)	Defined scope of works, appoint experienced contractor and ensure on-site supervision and checking of works.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. Accepts the evaluation panel’s recommendation, as provided in Confidential Attachment 1, and approves the award of a contract to Contractor 1 for the quoted works under Request for Quotation 17.25 – Roebourne - Wittenoom Road for \$4,157,235.00 ex GST.
2. Authorises the Chief Executive Officer to negotiate and enter a formal contract with Contractor 1 for the quoted works under Request for Quotation 17.25 – Roebourne - Wittenoom Road.

L.3 Request for Quotation 18.25 - Towera & Towera Lyndon Road

File Reference	CMQ 18.25
Applicant or Proponent(s)	Not Applicable
Author	A Chihava, Project Manager
Authorising Officer	G Harris, Director Infrastructure Services
Previous Meeting Reference	Ordinary Council Meeting 19 August 2025 - Item 14.1 – 158/2025
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Evaluation Report - Confidential

Report Purpose

The purpose of this report is to provide council with the Evaluation and Recommendation Report for Request for Quotation (RFQ) 18.25 – Towera & Towera Lyndon Road as detailed in the Confidential Attachment 1.

Council is requested to award the project as detailed in RFQ 18.25 – Towera & Towera Lyndon Road to Contractor 1 based on the evaluation panel’s assessment of the submissions received.

Background

This project is part of the annual Road Maintenance Program. Funds for this project have been provided for in the 2025/2026 Annual Budget (refer to Financial Implications section of this report, as below).

The Shire of Ashburton (Shire) sought to engage a suitably qualified and experienced road construction contractor from the Panel of Prequalified Suppliers – Road Construction and Civil Works (RFT 11.25) to undertake unsealed road maintenance and upgrade works on Towera Lyndon Road.

A project scoping document was prepared for the works following a detailed site inspection. The works as described in RFQ 18.25 are based on that document.

In summary, the scope of works involves the following:

- Heavy maintenance grade along the full length of Towera Road
- Resheeting of 20km of Towera Lyndon Road

The reforming and resheeting works on Towera Lyndon Road are envisioned to be carried and completed within one year commencing on 9 March 2026 and completed by 20 December 2026.

Heavy Maintenance Grading

Work areas as follows:

- Towera Road (approx. 44.5 km total full length)
- Towera Lyndon Road Slk 0 – 7.45

Reforming and Resheeting Works

Work area as follows (approx. 20km total):

- Towera Lyndon Road Slk 7.45 – 27.6

Comments

The Shire released RFQ 18.25, via the Shire’s VendorPanel portal on Wednesday 12 November 2025 and closed on Tuesday 2 December 2025 at 12.00pm. The Tender Exempt RFQ was sent to four construction contractors from the Panel of Prequalified Suppliers – Road Construction and Civil Works (RFT 11.25), however the Shire received only three submissions from the panel contractors as one contractor declined to submit responses.

The following qualitative criteria was approved for this RFQ, and this information was advertised as part of the overall process. Each approved criterion was given the following weightings.

Criteria	Weighting
Timeframe	35%
Methodology	40%

The tender price was given the following weighting

Criteria	Weighting
Fees & Charges	25%

Each member of the tender evaluation panel individually assessed each tender submission received against the qualitative criteria approved for this project. Each criterion was given a rating scale of 0-10, with zero being the lowest and 10 being the highest.

The evaluation panel recommendation report, inclusive of the overall evaluation scores, rankings and the evaluation panel’s recommendation regarding the preferred Contractor, is included as Confidential Attachment 1.

The preferred contractor was assessed as providing the most advantageous offer and best value for money to undertake the project works contained in RFQ 18.25.

The offer submitted is for a lump sum price and includes all preliminaries, materials, labour and deliverables. The lump sum price is subject to satisfactory contract negotiations and any resultant amendments. Given the comprehensive nature of the RFQ response provided by the preferred tenderer, these negotiations are not expected to create any issues.

Consultation

Procurement Department
 Submission Assessment Panel
 Director Infrastructure Services
 Director Corporate Services

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	2. Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	2.8 Safe and interconnected transport networks for the community
Strategy	1 Improve road safety and connectivity to provide a safe and efficient road network.

Council Policy

[Council Policies » Shire of Ashburton](#)

Council Policy – Purchasing and Procurement

Council Policy – Asset Management

Council Policy – Risk Management

Financial Implications

Current Financial Year

Funds are available in X2998 – Towera & Towera Lyndon Road – Resheet, budget allocation of \$3,220,000.00.

Contractor 1, as detailed in Confidential Attachment 1, submitted a complaint submission with a total contract price of \$3,258,305.00 excluding GST. \$38,305.00 over the budget allocation.

The lump sum price includes all preliminaries, materials, labour, delivery and deliverables.

The slight overspend on this project can be accommodated from budget savings of \$142,765 on the Roebourne – Wittenoom Road Resheeting and Medium Grade X3518.

Funding Summary:

Source	Amount
X2998 – Towera & Towera Lyndon Road	\$3,220,000.00
X3518 – Roebourne Wittenoom Rd underspend	\$38,305.00
Total	\$3,258,305.00

Future Financial Year(s)

The project is expected to commence in March 2026 with practical completion in September 2026. This will result in a portion of the project being a carryover project at the commencement of the 2026/2027 financial year.

Legislative Implications

Local Government Act 1995,

- Section 1.8 – Statewide public notice
- Section 3.57 – Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996

- Regulation 24AB – Local Government may establish panels of pre-qualified suppliers
- Regulation 24 AJ – Contracts with pre-qualified suppliers

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Substantiated, localised impact in community trust or low media item.	Possible (3)	Minor (2)	Moderate (5-9)	Defined scope of works, appoint experienced contractor, and ensure on-site supervision and checking of works.

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

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. Accepts the evaluation panel’s recommendation, as provided in Confidential Attachment 1, and approves the award of a contract to Contractor 1 for the quoted works under Request for Quotation 18.25 – Towera & Towera Lyndon Road for \$3,258,305.00 ex GST.
2. Approves budget reallocation of \$38,305.00 from X3518 Roebourne – Wittenoom Road to X2998 Towera and Towera Lyndon Road.
3. Authorises the Chief Executive Officer to negotiate and enter a formal contract with Contractor 1 for the quoted works under Request for Quotation 18.25 – Towera & Towera Lyndon Road.