



# Published Minutes

Ordinary Council Meeting

Tuesday, 17 February 2026

Date:	Tuesday 17 February 2026
Time:	1:00pm
Location:	Council Chambers, Onslow Shire Complex, Second Avenue, Onslow
Distribution Date:	Thursday 19 February 2026



**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  
19 February 2026

These minutes were confirmed by Council as a true and accurate record of proceedings at the Ordinary Council Meeting held on Tuesday, 17 February 2026.

Presiding Member 

Date 17 March 2026

**Disclaimer**

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

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# 1 Declaration Of Opening

The Presiding Member declared the meeting open at 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.

# 2 Announcement Of Visitors

Nil

# 3 Attendance

## Shire President Declaration

In accordance with regulation 14C(2)(b) of the Local Government (Administration) Regulations 1996, I have approved Cr Kerry White to attend this meeting via electronic means, noting they are in instantaneous communication with the meeting.

## Cr K White Declaration

In accordance with regulation 14CA(5) of the *Local Government (Administration) Regulations 1996*, I declare that I can maintain confidentiality during the meeting or the closed part of the meeting.

## 3.1 Present

Elected Members:	SP A Smith	Shire President
	Cr A Sullivan	Paraburdoo Ward
	Cr R de Pledge	Ashburton-Tablelands Ward
	Cr K White	Onslow Ward (by electronic means)
	Cr T Fox	Pannawonica Ward
	Cr L Rumble JP	Paraburdoo Ward
	Cr K Day	Tom Price Ward
	Cr B Noone	Tom Price Ward
	Cr C Rogers	Tom Price Ward

Employees:	K Woodward C McGurk D Kennedy G Harris A Johnston J Bray R Marlborough J Rouse R Tanner	Chief Executive Officer Director Community Development Director Corporate Services Director Infrastructure Services Manager Media and Communications Manager Governance Senior Governance Officer Governance Officer IT Assistant - Trainee
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**

**Mr Patrick Gray, Tom Price**

Over the past five years that I have lived in Tom Price, there has been a noticeable and ongoing decline in tree numbers and usable shade in areas under the Shire’s responsibility.

This loss is particularly evident along the main road through town and within key children’s parks and public open spaces, where trees have been removed or lost due to storms, safety concerns, and works, but do not appear to have been consistently replaced.

In particular, the severe storm events in 2024 resulted in the removal or loss of a significant and highly noticeable number of trees across town, including in prominent public areas.

From a community perspective, many of these trees do not appear to have been replaced at all, further contributing to the reduction in shade and canopy cover since that time.

Council minutes and Shire records indicate that tree planting and greening initiatives have been referenced previously, including activity around 2019–2020 where planting, tree stock, or greening works were identified or proposed. However, these efforts do not appear to have resulted in a sustained improvement in canopy cover, nor do they appear to have continued in a visible or ongoing way in recent years.

Can the Shire please:

1. Provide a clear update on all tree planting or urban greening activities undertaken in Tom Price over the past five years, including the years in which they occurred, approximate tree numbers, locations (particularly the main road, children's parks, and areas affected by the 2024 storms), and whether these works formed part of any formal program;
2. Clarify the outcomes of the previously referenced planting or greening initiatives (including those around 2019–2020), including whether they were considered successful, what challenges were encountered (such as survival rates, water availability, maintenance, or funding), and why these initiatives did not continue as an ongoing program; and
3. Commit to bringing a formal report and resolution to Council within the next 6 to 12 months proposing an urban greening and tree replacement program for Tom Price, with the objective of improving tree condition, canopy cover, and overall tree numbers in areas managed by the Shire — particularly along the main road, in children's parks, and other high-use public spaces. Given the Pilbara climate, increasing heat, and the importance of shade for community health, children's play areas, and overall town liveability, how will the Shire ensure that tree loss — including losses from the 2024 storm events — is actively offset and that Tom Price becomes greener rather than progressively barer over time?

### **Response from Director Infrastructure Services**

The Shire of Ashburton acknowledges the community's concerns regarding tree loss, canopy cover and the availability of shade in Tom Price, particularly in high-use public spaces such as the main road corridor, children's parks and other reserves.

Over recent years, a number of trees within Shire-managed areas have been removed due to safety concerns, infrastructure works and severe weather events. In particular, the significant storm events experienced in November 2024 resulted in the loss of a substantial number of mature trees across Tom Price. Many of these removals were necessary to address public safety risks associated with storm-damaged or unstable trees.

Tree planting and greening activities have been undertaken periodically over the past five years; however, these works have not always formed part of a single, ongoing program and have been influenced by a range of factors including climate conditions, water availability, maintenance capacity and tree survival rates.

Previous greening initiatives, including activities referenced around 2019–2020, contributed to planting outcomes in various locations. However, challenges associated with establishment and long-term survival in the Pilbara environment limited the effectiveness and continuity of these efforts.

Council has adopted the Greening Ashburton Plan, which provides a strategic framework for improving urban greening outcomes across the Shire, including increased canopy cover, improved tree condition and enhanced town amenity. The Plan recognises the importance of shade, urban cooling and liveability, particularly in a hot and arid climate such as the Pilbara.

Implementation of the Greening Ashburton Plan is ongoing and will guide future planting priorities, species selection, location planning and maintenance practices in Tom Price and other towns.

To support improved planting success and a more sustainable greening program, the Shire is in the process of establishing a new nursery at the Shire Depot, with construction and establishment scheduled to commence within the next month. This facility will enable the Shire to grow and manage suitable tree stock locally, improve supply reliability and better match species to local conditions.

In addition, the Shire has adopted a planting standard whereby all new trees planted in public spaces will be a minimum size of 90 litres. This approach is intended to increase establishment success, reduce failure rates and accelerate the delivery of shade and canopy benefits to the community.

Officers will continue to progress the objectives of the Greening Ashburton Plan, including identifying opportunities for tree replacement and new plantings in priority locations such as the main road, children's parks and high-use public open spaces. Tree losses resulting from storm events and necessary removals will be considered as part of future planting programs to ensure that canopy cover is progressively restored and improved over time.

Council will be provided with further updates through officer reports as greening initiatives, nursery operations and planting programs are developed and implemented to demonstrate the program is being delivered as suggested.

## **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 –

15.2 The Karijini Experience 2026 Sponsorship Proposal	
Name	Cr B Noone
Nature of interest	Direct Financial
Interest description	I hold a business relationship with the organiser.
Name	SP A Smith
Nature of interest	Direct Financial
Interest description	I received a gift with a value exceeding the prescribed amount through my attendance at the Karijini Experience, as part of the Shire’s sponsorship benefit. I attended the event in my capacity as the Shire President, and as an official representative of the Shire.

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

### Shire President, A Smith

I wish to formally on behalf of Council acknowledge the recent passing of former Councillor M.J. Shaw who faithfully served the Pannawonica Ward from 1984 to 1988.

Councillor Shaw provided dedicated service to the community during his Council tenure.

He is survived by his wife, Elaine, and the Shire extends its sincere condolences to her, their family, and all who knew and respected him. May he rest in peace.

---

Congratulation to Onslow's Bryce McLean. Bryce went to Tamworth following his first qualification for the National Finals Rodeo. It was the first time Bryce competed in a stadium environment. Bryce secured the 2025 JT Fossey 14-U18 Steer Ride title and has come home an Australian Champion.

An outstanding achievement from one of our young athletes in Onslow. Congratulations Bryce on doing so well at the National level.

## 7 Petitions / Deputations / Presentations

### 7.1 Petitions

Nil

### 7.2 Deputations

Nil

### 7.3 Presentations

Nil

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

Nil

## **9 En Bloc Council Resolutions**

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

**Moved** Cr B Noone

**Seconded** Cr R de Pledge

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

**10.1.1 Minutes Of The Ordinary Council Meeting Held On 9 December 2025**

**10.1.2 Minutes Of The Annual General Electors Meeting Held On 9 December 2025**

**10.2.1 Minutes Of The Audit, Risk and Improvement Committee Meeting Held On 9 December 2025**

**10.2.2 Minutes Of The Audit, Risk and Improvement Committee Meeting Held On 10 February 2026**

**Carried 9/0**

## **10 Confirmation Of Minutes**

### **10.1 Confirmation Of Council Minutes**

#### **10.1.1 Minutes Of The Ordinary Council Meeting Held On 9 December 2025**

**Council Decision** 001/2026

**Moved** Cr B Noone

**Seconded** Cr R de Pledge

**That the Minutes of the Ordinary Council Meeting held 9 December 2025 (Item 10.1.1 Attachment 1) be confirmed as a true and accurate record.**

**Carried 9/0**

**Resolved en bloc**

### **10.1.2 Minutes Of The Annual General Electors Meeting Held On 9 December 2025**

**Council Decision**            **002/2026**

**Moved**                        **Cr B Noone**

**Seconded**                  **Cr R de Pledge**

**That the Minutes of the Annual General Electors Meeting held 9 December 2025 (Item 10.1.2 Attachment 1) be received.**

**Carried 9/0**  
**Resolved en bloc**

## **10.2 Receipt Of Committee And Other Minutes**

### **10.2.1 Minutes Of The Audit, Risk and Improvement Committee Meeting Held On 9 December 2025**

**Council Decision**            **003/2026**

**Moved**                        **Cr B Noone**

**Seconded**                  **Cr R de Pledge**

**That the Minutes of the Audit, Risk and Improvement Committee Meeting held 9 December 2025 (Item 10.2.1 Attachment 1) be received.**

**Carried 9/0**  
**Resolved en bloc**

### **10.2.2 Minutes Of The Audit, Risk and Improvement Committee Meeting Held On 10 February 2026**

**Council Decision**            **004/2026**

**Moved**                        **Cr B Noone**

**Seconded**                  **Cr R de Pledge**

**That the Minutes of the Audit, Risk and Improvement Committee Meeting held 10 February 2026 (Item 10.2.2 Attachment 1) be received.**

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

**Against:**            **Nil**

**Carried 9/0**

## 11 Recommendations From Committee

### Audit, Risk and Improvement Committee Meeting held on 10 February 2026

#### ARI.1 Audit Log Status Update

<b>File Reference</b>	CM52
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	D Weerasingha, Internal Auditor
<b>Authorising Officer</b>	K Woodward, Chief Executive Officer
<b>Previous Meeting Reference</b>	Audit Risk and Improvement Committee 09 December 2025 - Item 6.2
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	1. Audit Log Update 15 January 2026

#### Report Purpose

The purpose of this report is to provide the Audit, Risk and Improvement Committee (ARIC) oversight of the implementation of actions resulting from internal audits.

Endorses the closure of one validated internal audit action and receive the updated Internal Audit Log – Outstanding and Closed Actions as provided in Attachment 1.

#### Background

The Chief Executive Officer (CEO) is required to ensure adequate systems and processes are established for the effective management and control of the Shire per local government regulations.

Internal audits and external reviews are examples of methods the ARIC may use to ensure sound management of the Shire is occurring.

Following the finalisation of an internal audit and/or external review, recommendations are included in the Audit Log to ensure progress is monitored and recorded.

#### Comments

This report covers the period from 14 November 2025 to 15 January 2026.

During this period, evidence against one audit item was verified and closed.

Finding No	Audit Report	Action	Status
254	Reg 17-2023 Onslow Airport- Transport Security Program (TSP) and Biennial External Security Audit	Undertake a formal review and update of the TSP, and engage an independent, suitably qualified external auditor to perform a security audit.	To be closed after ARIC endorse.

A summary of the progress on the implementation of internal audit recommendations is provided in the following table. There are **nine** audit findings that are open as of 15 January 2026 after considering the proposed closure of one finding.

The Internal Auditor is working with the Executive Leadership Team (ELT) and managers, and service providers to close the remaining open items, prioritising as per risk ratings.

**Open Audit Findings**

Internal Audit Topic	Not Started		In Progress		Validated		Total Open		Total Items
	15 Jan	14 Nov	15 Jan	14 Nov	15 Jan	14 Nov	15 Jan	14 Nov	
Regulation 17-2023	1	1	4	5	24	23	5	6	29
Procurement [24]	0	0	2	2	5	5	2	2	7
FMR 2024	0	0	2	2	7	7	2	2	9
<b>Totals</b>	<b>01</b>	<b>01</b>	<b>08</b>	<b>09</b>	<b>36</b>	<b>35</b>	<b>09</b>	<b>10</b>	<b>45</b>

**Consultation**

Below is the consultation framework endorsed by the then Audit, Risk and Management Committee (ARMC) for the internal audit department.

Output	IIA Standard (2017 Version)	Council	Audit and Risk Management Committee	CEO / ELT	Audit Sponsor / Director	Internal Audit
Internal Audit Charter	1000	Adopt	Review / Recommend	Consult / Inform	Inform	Develop
Strategic Internal Audit Plan	2010	Adopt	Review / Recommend	Consult / Inform	Consult / Inform	Develop
Annual Internal Audit Service Delivery Plan	2010	Adopt	Review / Recommend	Consult / Inform	Consult / Inform	Develop
Internal Audit Manual	2040	Adopt	Review / Recommend	Consult / Inform	Inform	Develop
Quality Assurance and Improvement Plan	1300, 1320	Adopt	Review / Recommend	Consult / Inform	N/A	Develop
Annual Internal Audit Status Report	2060	Receive	Review / Recommend	Inform	Inform	Develop / Approve

Audit Engagements						
Planning Memorandum	2200	N/A	N/A	Consult / Approve	Consult	Develop / Approve
Draft Report	2400	N/A	N/A	N/A	Consult	Develop
Final Report	2400, 2440	Receive	Review / Recommend	Inform	Inform	Develop / Approve

**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

Nil

Future Financial Year(s)

Nil

**Legislative Implications**

In accordance with Regulation 17 of the *Local Government (Audit) Regulations 1996*, the CEO is to review the appropriate and effectiveness of a local government’s systems and procedures in relation to:

- Risk management,
- Internal control, and
- Legislative compliance.

The CEO is to report to the ARIC, the results of each review.

**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>	Compliance failures if areas identified for improvement are not addressed.	Possible (3)	Moderate (3)	Moderate (5-9)	Implement process improvements resulting from internal audits/external reviews and provide regular progress reporting to the Audit, Risk and Improvement Committee. As number of outstanding findings has been reduced to nine (as of 15 January 2026) the residual risk rating has been reduced to medium.

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

**Voting Requirements**

Simple Majority

**Committee Recommendation**

The Audit, Risk and Improvement Committee recommends that Council:

1. Endorses the closure of one validated internal audit action, number 254, as detailed in Attachment 1; and
2. Receives the updated Internal Audit Log – Outstanding and Closed Actions report dated 15 January 2026, also as provided at Attachment 1.

**Council Decision**                      **005/2026**

**Moved**                                      **Cr K Day**

**Seconded**                                **Cr B Noone**

**The Audit, Risk and Improvement Committee recommends that Council:**

1. **Endorses the closure of one validated internal audit action, number 254, as detailed in Attachment 1; and**
2. **Receives the updated Internal Audit Log – Outstanding and Closed Actions report dated 15 January 2026, also as provided at Attachment 1.**

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

**Against:**              **Nil**

**Carried 9/0**

**ARI.2 Internal Audit - Corporate Credit Cards**

<b>File Reference</b>	CM52
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	D Weerasingha, Internal Auditor
<b>Authorising Officer</b>	K Woodward, Chief Executive Officer
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 9 December 2025 - Item 11/ARM.3 – 237/2025
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	1. Report-Internal Audit Over Corporate Credit Cards

**Report Purpose**

Internal Audit over Corporate Credit Cards (IAOCCC) has been scheduled to conduct from September 2025 – March 2026 per approved internal audit schedule.

Council is requested to receive the Internal Audit over Corporate Credit Cards (refer to Attachment 1).

**Background**

The Office of the Auditor General (OAG) of Western Australia conducted a performance audit in June 2024 titled Local Government Management of Purchasing Cards, which examined practices across three local governments comparable in scale and complexity to the Shire of Ashburton. The internal audit was conducted in comparison with Shire adopted policies and organisational practices, such OAG report Appendix 1: better practice guidance and local government act and its regulations as follows:

- Section 2.7(2)(a) and (b) of the *Local Government Act 1995* (Act) requires the council to oversee the allocation of the local government's finances and resources and to determine the policies of the local government.
- Section 6.5(a) of the Act requires the Chief Executive Officer (CEO) to ensure that proper accounts and records of the transactions and affairs of the local government are kept in accordance with regulations.
- Regulation 5 of the *Local Government (Financial Management) Regulations 1996* requires local government's CEO to establish efficient systems and procedures for financial management.
- Regulation 11(1)(a) of the *Local Government (Financial Management) Regulations 1996* requires local governments to develop procedures for the authorisation and payment of accounts to ensure that there is effective security and appropriate authorisations in place for the use of credit cards.
- Regulation 13(2) of the *Local Government (Financial Management) Regulations 1996* requires local governments to prepare a list of accounts for approval to be paid is to be prepared each month and present to Council.

There was no such internal audit that had been conducted during last internal audit plans since 2022.

Therefore, the objective of IAOSCC is to assess the adequacy and effectiveness of established controls and compliance with applicable regulations.

**Comments**

This report presents the findings of the IAOSCC of the Shire for the period of 1 July 2024 to 30 August 2025 (referred to as the "engagement period").

The executive summary to the report on page 4 and 5 shows the strengths of the Shire systems and controls to address risks.

The assessment of the adequacy and effectiveness of internal controls was conducted against the Appendix 1: better practice guidance of OAG report titled Local Government Management of Purchasing Cards. The assessment results are showing under Annexure 1 to the report from page 17 to 28.

Findings are listed under finding sections as summarised in below table. Details of findings are showing from page 10 to 16.

The effectiveness of internal controls was evaluated for each finding based on the control's effectiveness matrix provided in the Shire adopted risk management framework showing on page 29 to the report.

S/N	Finding	Control Effectiveness	Target Date of Completion
1	Absence of a Compliant Corporate Credit Card Register	Partially Effective	Not mentioned
2	Absence of Explicit Prohibition on Rewards or Loyalty Systems in the Corporate Credit Card Framework	Partially Effective	Not mentioned
3	Incomplete Recordkeeping for Card Handover, Cancellation, and Destruction	Partially Effective	Not mentioned

Management has provided actions to address findings. All actions are pending to be completed, and target dates are not mentioned together with agreed actions included in the report.

Please see the attached full report for complete details on findings, implications, recommendations, agreed corrective actions and target completion date.

**Consultation**

As per the adopted Strategic Internal Audit Plan (2023), the consultation framework is shown below:

Output	IIA Standard	Council	Audit and Risk Management Committee	CEO/ ELT	Audit Sponsor/ Director	Internal Audit
Internal Audit Charter	1000	Adopt	Review / Recommend	Consult / Inform	Inform	Develop
Strategic Internal Audit Plan	2010	Adopt	Review / Recommend	Consult / Inform	Consult / Inform	Develop
Annual Internal Audit Service Delivery Plan	2010	Adopt	Review / Recommend	Consult / Inform	Consult / Inform	Develop
Internal Audit Manual	2040	Adopt	Review / Recommend	Consult / Inform	Inform	Develop
Quality Assurance and Improvement Plan	1300, 1320	Adopt	Review / Recommend	Consult / Inform	N/A	Develop
Annual Internal Audit Status Report	2060	Receive	Review / Recommend	Inform	Inform	Develop / Approve
<b>Audit Engagements</b>						
Planning Memorandum	2200	N/A	N/A	Consult/ Approve	Consult	Develop / Approve
Draft Report	2400	N/A	N/A	N/A	Consult	Develop
Final Report	2400, 2440	Receive	Review / Recommend	Inform	Inform	Develop / Approve

**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

Nil

Future Financial Year(s)

Nil

**Legislative Implications**

Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996* states:

*“The CEO is to-*

*undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government with the results of those reviews.”*

**Risk Management**

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Compliance failures if areas identified for improvement are not addressed.	Possible (3)	Major (4)	High (10-16)	Implement process improvements as a result internal/external reviews and provide regular progress reporting to the Audit, Risk and Improvement Committee.

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

**Voting Requirements**

Simple Majority

**Committee Recommendation**

That the Audit, Risk and Improvement Committee recommends that Council receives the Internal Audit Over Corporate Credit Cards report, as detailed in Attachment 1.

**Council Decision**                      **006/2026**

**Moved**                                      **Cr T Fox**

**Seconded**                                  **Cr B Noone**

**That the Audit, Risk and Improvement Committee recommends that Council receives the Internal Audit Over Corporate Credit Cards report, as detailed in Attachment 1.**

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

**Against:**              **Nil**

**Carried 9/0**

**ARI.3 Strategic Risk Report - February 2026**

<b>File Reference</b>	CM05
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	D Kennedy, Director Corporate Services
<b>Authorising Officer</b>	K Woodward, Chief Executive Officer
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 18 February 2025 - Item 6.4 – 010/2025 Ordinary Council Meeting 19 August 2025 - Item 6.2 – 138/2025 Audit, Risk and Improvement Committee 9 December 2025 – Item 6.1
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	Nil

**Report Purpose**

The purpose of this report is to present to the Audit, Risk and Improvement Committee (ARIC), the quarterly Strategic Risk update as required by the endorsed Strategic Risk Procedure.

The ARIC is requested to note the quarterly update.

**Background**

The Risk Management Procedure – Strategic Risks (Procedure) was endorsed by the ARIC on 18 February 2025. This Procedure sets out the monitoring process for strategic risks and requires a standing agenda item be presented to each Audit, Risk and Improvement Committee meeting to provide an update on any changes in the strategic environment that may impact on the level of the strategic risk.

Strategic risks relate specifically to those risks that may impact the Shire for which we have very little control in terms of whether they materialise.

Strategic risks relate to those events/incidents that are outside the control of the Shire that could impact the future strategic direction of Council. The consequences for strategic risks, therefore, are measured in relation to the amount of change required to the strategic direction as a result of the realisation of the risks.

Unlike enterprise risks, strategic risks have very few controls in place so the likelihood criteria used is also different and is more focused on whether there is any evidence that the risk is imminent.

The Strategic Risk Register was endorsed by Council on 19 August 2025.

**Comments**

**Summary of Strategic Risks - 30 January 2026**

Risk	Strategic Risk	Current Risk Level	Target Risk Level	Risk Accepted
SR1	Speed and/or extent of urban/commercial growth within Ashburton occurs at different rate to that planned/predicted	Extreme	High	No
SR2	Shire unable to adapt to a changing technological and innovation environment to provide services that are comparable or exceed those provided by other local governments.	High	Medium	No
SR3	State Government continues to delay and/or fails to fully remediate the Wittenoom Asbestos Management Area (including Roebourne – Wittenoom Road)	Extreme	High	No
SR4	Shire unable to recruit, train and/or retain workforce to support service expectations of community and operate effectively	High	Medium	No
SR5	Increased number and/or severity of major disaster events and/or weather extremes	Medium	Medium	Yes
SR6	Changes in demographics and/or health profile and/or community expectations across the Shire occur at different rate to that planned/predicted	Medium	Medium	Yes
SR7	Global/National incident impacts on investments/businesses in the Shire. (e.g. pandemic, financial downturn etc.)	Low	Low	Yes
SR8	Loss of major employer/jobs within the Shire	Low	Low	Yes
SR9	Government reforms, legislative changes, and/or investment decisions impact Council's ability to pursue strategies, service provision and or sustainability	Extreme	Low	No
SR10	Changes to external government funding model/s for Local Government	Low	Low	Yes
SR11	Increased criminal and/or antisocial behaviour within the LGA	Low	Low	Yes
SR12	Major 3 <sup>rd</sup> party Environmental incident impacts the Shire	Low	Low	Yes
SR13	Major biosecurity incident within the Shire impacts businesses in the Shire. (e.g. foot and mouth disease, polyphagous shot-hole borer, cane toads)	Low	Low	Yes

At the last ARIC meeting the risk level for SR9 was increased to extreme because of the current legislative uncertainty relating to the rating of temporary workforce accommodation facilities. The Shire generates approximately \$9 million in revenue from this source.

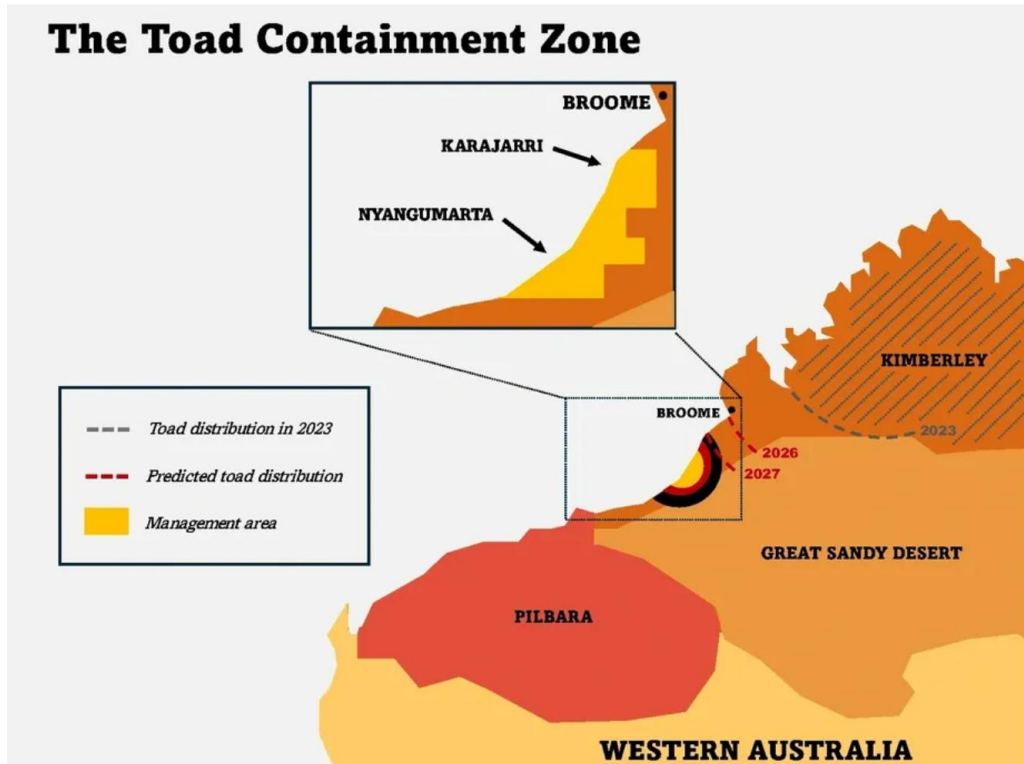
During December 2025 and January 2026, the Shire has engaged with staff from within the Minister for Local Government’s office and the Department of Local Government, Industry Regulation and Safety. There was an acknowledgement that clarity was required, however nothing has formally been communicated to the industry.

The commencement of rating on several new workforce accommodation facilities including the MRL Ken’s Bore Resort Camp has been delayed as a result. Continued lobbying will occur until this matter is resolved and it is hoped that this is received prior to the commencement of 2026/27 budget deliberations.

No other Strategic Risks have been assessed as needing to be re-rated at this stage.

A query at the last ARIC in December 2026 regarding SR13 and the impact that cane toads may have on the Pilbara, was referred to the Department of Biosecurity, Conservation and Attractions (DBCA). At present it is estimated that under a worst-case scenario without any mitigation measures cane toads would arrive in the Pilbara within 10 – 20 years.

The DBCA focus at present is on the Toad Containment Zone (TCZ) project which aims to establish a 150km long ‘toad containment zone’ which limits toad access to artificial waterpoints. The aim is to halt the progress south and force the species back to the northern parts of Australia. As the map below identifies, Western Australia has the advantage of the Great Sandy Desert being a natural barrier for such a containment line to be considered.



Further information regarding the TCZ project is available from the below link:

[Toadfree Zone](#)

**Consultation**

In accordance with the Procedure, the Director Corporate Services consulted with members of the Executive Leadership Team to ascertain if the level of strategic risk has changed.

**Strategic Community Plan**

Shire of Ashburton Strategic Community Plan 2022-2032

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

**Council Policy**

[Council Policies » Shire of Ashburton](#)

**Council Policy – Risk Management**

The policy provides information and guidance regarding the management of risk to support the achievement of Shire’s strategic and operational objectives, protect staff and assets, and ensure financial sustainability.

**Financial Implications**

Current Financial Year

There is currently a delay in the processing/approval of new temporary workforce accommodation facilities. This has the potential for rate revenue in 2025/26 to be under that forecast. This will be further analysed during the mid-year budget review to be completed in February 2026 and presented to Council in March 2026.

Future Financial Year(s)

Rating of temporary workforce accommodation facilities currently has some uncertainty as a result of the current bill before parliament.

**Legislative Implications**

Not applicable

**Risk Management**

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
<b>Financial impact</b>	Loss of rating revenue due to the amendment bill currently before parliament.	Possible (3)	Major (4)	High (10-16)	Advocacy ongoing with WALGA, Department and Ministers Office.

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

**Voting Requirements**

Simple Majority

**Committee Recommendation**

That the Audit, Risk and Improvement Committee recommends that Council receives the February 2026 Strategic Risk Review update as detailed in the body of the report.

**Council Decision**            **007/2026**

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

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

**That the Audit, Risk and Improvement Committee recommends that Council receives the February 2026 Strategic Risk Review update as detailed in the body of the report.**

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

**Against:**            **Nil**

**Carried 9/0**

## ARI.4 Fraud and Corruption Control Plan

<b>File Reference</b>	CORP6
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	J Bray, Manager Governance
<b>Authorising Officer</b>	D Kennedy, Director Corporate Services
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 17 December 2019 - Item 9.3.2
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Proposed Fraud and Corruption Control Plan</li> <li>2. Current Fraud and Corruption Control Plan</li> </ol>

### Report Purpose

The purpose of this report is to present a new Fraud and Corruption Control Plan (Attachment 1) for Council consideration.

Council is requested to adopt the proposed Fraud and Corruption Control Plan to replace the current plan (Attachment 2) endorsed on 17 December 2019.

### Background

Council endorsed the current Fraud and Corruption Control Plan on 17 December 2019. The plan is due for review in accordance with the Shire's new Fraud and Corruption Policy, which requires a biennial review to ensure the currency, effectiveness and alignment of fraud and corruption controls and applicable legislative requirements.

Since adoption of the current plan, there have been a number of changes to fraud and corruption risk management, updates to Public Sector Commission guidance, and internal operational changes.

### Comments

The proposed Fraud and Corruption Control Plan has been developed based on identified fraud controls, external audit control testing results and recommended best practice controls from bodies such as the Office of the Auditor General. The potential for fraud and corruption across key operational and governance activities, including procurement, payroll, financial management, asset management, regulatory functions and information systems was considered in detail during the formulation of the Plan.

The new plan aligns with contemporary best practice and the Public Sector Commission's Integrity Framework by focusing on the four key elements of fraud and corruption control:

- Prevention
- Detection
- Response
- Monitoring and Review.

Key enhancements in the proposed plan include:

- Clearer assignment of roles and responsibilities for prevention, detection and investigation.
- Strengthened reporting and escalation processes, including mandatory reporting obligations.
- Improved staff awareness and training requirements.
- Enhanced monitoring, review and reporting mechanisms to the Audit, Risk and Improvement Committee.

Adoption of the proposed plan will strengthen the Shire’s governance framework and demonstrate Council’s ongoing commitment to ethical conduct and accountability.

**Consultation**

The proposed plan was developed by an external consultant. Internal consultation was undertaken with the Executive Leadership Team, Manager Organisational Development and the Governance team during development of the proposed plan.

**Strategic Community Plan**

Shire of Ashburton Strategic Community Plan 2022-2032

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

**Council Policy**

[Council Policies » Shire of Ashburton](#)

Council Policy – Fraud and Corruption reinforces the Shire’s commitment to prevent, detect and respond to allegations of fraud and corruption within the organisation and requires the preparation and biennial review of a Fraud and Corruption Control Plan.

Council Policy – Risk Management provides guidance regarding the management of risk to support the achievement of Shire’s strategic and operational objectives.

**Financial Implications**

Current Financial Year

Nil

Future Financial Year(s)

Nil

**Legislative Implications**

Implementation of the Fraud and Corruption Control Plan supports compliance with relevant legislation, including:

- *Corruption, Crime and Misconduct Act 2003*
- *Public Interest Disclosure Act 2003*
- *Local Government Act 1995.*

The plan also aligns with the Public Sector Commission guidance on integrity, conduct and accountability.

**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>	Fraud and corruption risks are inadequately identified or managed, resulting in financial loss or reputational damage.	Possible (3)	Major (4)	High (10-16)	Adoption of an updated Fraud and Corruption Control Plan, staff training, periodic fraud risk assessments, clear reporting pathways and oversight by the Audit, Risk and Improvement Committee.

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

**Voting Requirements**

Simple Majority

**Committee Recommendation**

That the Audit, Risk and Improvement Committee recommends that Council, endorses the updated Fraud and Corruption Control Plan, as detailed in Attachment 1.

**Council Decision**            **008/2026**

**Moved**                        **Cr T Fox**

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

**That the Audit, Risk and Improvement Committee recommends that Council, endorses the updated Fraud and Corruption Control Plan, as detailed in Attachment 1.**

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

**Against:**            **Nil**

**Carried 9/0**

## 12 Office of the Chief Executive Officer Reports

### 12.1 Local Heritage Survey and Heritage List

<b>File Reference</b>	LP35
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	C Mitchell, Planning & Lands Officer
<b>Authorising Officer</b>	G Harris, Director Infrastructure Services
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Local Heritage Survey</li> <li>2. Heritage List</li> </ol>

#### Report Purpose

The purpose of this report is to inform Council on completion of the Shire of Ashburton's (the Shire's) Local Heritage Survey (LHS) (Attachment 1) and Heritage List (Attachment 2) project, which was undertaken in partnership with Urbis.

Council is requested to endorse the documents and data attached. Adopted data will be integrated into the Shire's mapping system and made available to the public. Adopted data will also be relayed to the Department of Planning, Lands and Heritage (DPLH) to update their heritage database 'inHerit'.

#### Background

The Shire engaged consultants (Urbis) to assist with a staged review of the Local Heritage Survey (LHS) and preparation of a Heritage List in accordance with the Department of Planning, Lands and Heritage (DPLH) guidelines.

The LHS (previously updated in 2019), provides a comprehensive review to the history of the Shire and includes heritage place information such as location, history, archaeology and photo evidence.

The Heritage List is extracted from the LHS and comprises the most important places of heritage. When development is proposed for places in the Heritage List, a planning assessment process is triggered to ensure that the heritage of the place is managed effectively.

The phases of this project are summarised as followed:

#### **Phase 1 – Community Engagement and Place Assessment (June 2025)**

This phase involved community consultation to gather new nominations for the LHS and to re-advertise the existing 32 individual heritage places for feedback. A framework and template for assessing nominations was developed in line with Heritage Council guidelines.

#### **Phase 2 – Assessment and Draft Place Records (July 2025 / August 2025):**

Newly nominated sites (1) and existing places were assessed against the DPLH guidelines. Place records were updated and new draft records prepared, including site photography provided by the Shire.

**Phase 3 – Preparation of Draft Heritage List (September 2025):**

A draft Heritage List was prepared applying management categories 1–3 in line with DPLH guidance. A summary report was produced to provide statistics on the number of places reviewed, community nominations received, and the recommended management outcomes.

**Phase 4 – Public Comment Period (October 2025)**

The Shire publicly advertised the draft updated place records and invited owner feedback for a minimum period of 21 days. Urbis supported the Shire in reviewing submissions and preparing responses, ensuring all stakeholder comments were addressed appropriately

**Phase 5 – Final Preparation of LHS and Heritage List (November 2025 / December 2025)**

The final phase involved making agreed amendments in response to public submissions and preparing the final updated LHS and Heritage List for Council endorsement.

**Comments**

The updated LHS, and Heritage List creation, represents a significant milestone in improving the Shire’s understanding and management of its local heritage assets.

Phases 1–5 have been successfully completed delivering a robust LHS and Heritage List consistent with State guidance. The process has provided meaningful community engagement, transparency in the nomination and assessment process, and a consistent approach to determining heritage significance.

Endorsement of this project will ensure the Shire maintains a contemporary, defensible, and legislatively compliant heritage framework to guide decision-making.

**Consultation**

- Shire of Ashburton Planning & Lands team
- Urbis Heritage Consultants
- Community members and property owners (public advertising period)
- Executive Management Team

**Strategic Community Plan**

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	2. Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	2.4 Effective, compliant, and sustainable management of community assets and infrastructure
Strategy	4 Develop effective and attainable long-term asset management programs.

**Council Policy**

The project is consistent with Council’s responsibility to prepare and maintain a LHS and Heritage List under the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**Financial Implications**

Current Financial Year

Project costs are being delivered within the allocated 2025/26 operational budget for Planning and Lands.

Future Financial Year(s)

No further significant financial implications are anticipated, other than officer time required for ongoing maintenance of the LHS and Heritage List.

**Legislative Implications**

*Heritage Act 2018* - Local Governments must prepare and maintain a Local Heritage Survey.

*Planning and Development Regulations 2015* – requirement to prepare and maintain a Heritage List, under a Local Planning Scheme.

**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>	Failure to maintain an up-to-date LHS or Heritage List may result in non-compliance with statutory obligations.	Unlikely (2)	Moderate (3)	Moderate (5-9)	The Shire has completed this project to comply with statutory obligations. The next LHS and Heritage List review is anticipated for 2032
<b>Reputation</b>	Community concern if nominations or heritage value is not adequately recognised.	Possible (3)	Moderate (3)	Moderate (5-9)	The Shire has carried out a community submission period, and employed consultants to accurately recognise heritage value

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. Adopts the Shire of Ashburton Local Heritage Survey (February 2026) and the Shire of Ashburton Local Heritage List (November 2025)
2. Supply the adopted Local Heritage Survey to the Department of Planning, Lands and Heritage (DPLH), to update their heritage database ‘inHerit’.

**Council Decision**            **009/2026**

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

**Seconded**                  **Cr C Rogers**

**That Council:**

- 1. Adopts the Shire of Ashburton Local Heritage Survey (February 2026) and the Shire of Ashburton Local Heritage List (November 2025)**
- 2. Supply the adopted Local Heritage Survey to the Department of Planning, Lands and Heritage (DPLH), to update their heritage database 'inHerit'.**

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

**Against:**            **Nil**

**Carried 9/0**

## 13 Corporate Services Reports

### 13.1 Monthly Schedule of Accounts Paid - December 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 Payments - December 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 December 2025;
- Trust Fund Payments for December 2025; and
- Corporate Credit Card and Payment Card Reconciliations for December 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	8,493,936.44
BPay/Credit Cards	427,301.72
Cheques	0
Payroll	1,736,787.49
Bank Fees and Charges	1,436.61
<b><u>Municipal Fund Total</u></b>	<b>10,659,462.26</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	58,727.88
Fuel Cards – Ampol	2,158.31
Fuel Cards – Viva / Shell	7,588.01
Fuel Cards – Wex Motorpass	0
Taxi Cards – Cabcharge	2,458.29
<b><u>Payment Cards Total</u></b>	<b>70,932.49</b>

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

Month	EFT	Direct	Credit	Payroll	Bank	Total
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
October 25	20,344,341	749,066	79,176	1,143,187	2,540	22,318,311
November 25	13,085,271	387,119	67,783	1,202,171	3,002	14,745,346
December 25	8,493,936	368,574	58,728	1,736,787	1,437	10,659,462
<b>Total YTD</b>	<b>79,190,598</b>	<b>2,055,035</b>	<b>442,416</b>	<b>7,876,579</b>	<b>14,375</b>	<b>89,579,003</b>
<b>Total 25/26</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 December 2025, inclusive of purchasing cards payments for December 2025, as included at Attachment 1.

**Council Decision**            **010/2026**

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

**Seconded**                 **Cr C Rogers**

**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 December 2025, inclusive of purchasing cards payments for December 2025, as included at Attachment 1.**

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

**Against:**            **Nil**

**Carried 9/0**

## 13.2 Monthly Financial Statements - December 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. Financial Statements - December 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 31 December 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
Compliance	Material misstatement or significant error in the financial statements.	Unlikely (2)	Moderate (3)	Moderate (5-9)	Review of financial position information to be undertaken regularly and by multiple Shire officers.
Compliance	Council does not accept the officer recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Council with sufficient information for decision making.

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

**Voting Requirements**

Simple Majority

**Officer Recommendation**

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

**Council Decision**            **011/2026**

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

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

**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 December 2025, as included at Attachment 1.**

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

**Against:**            **Nil**

**Carried 9/0**

### 13.3 Monthly Schedule of Accounts Paid - January 2026

<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 - January 2026

#### 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 January 2026;
- Trust Fund Payments for January 2026; and
- Corporate Credit Card and Payment Card Reconciliations for January 2026.

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	5,707,051.31
BPay/Credit Cards	518,344.53
Cheques	0
Payroll	1,194,557.70
Bank Fees and Charges	1,705.28
<b><u>Municipal Fund Total</u></b>	<b>7,421,658.82</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	46,136.10
Fuel Cards – Ampol	2,567.95
Fuel Cards – Viva / Shell	7,139.71
Fuel Cards – Wex Motorpass	0
Taxi Cards – Cabcharge	346.73
<b><u>Payment Cards Total</u></b>	<b>56,190.49</b>

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

Month	EFT	Direct	Credit	Payroll	Bank	Total
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
October 25	20,344,341	749,066	79,176	1,143,187	2,540	22,318,311
November 25	13,085,271	387,119	67,783	1,202,171	3,002	14,745,346
December 25	8,493,936	368,574	58,728	1,736,787	1,437	10,659,462
January 26	8,707,051	472,208	46,136	1,194,558	1,706	7,421,659
<b>Total YTD</b>	<b>84,897,650</b>	<b>2,527,243</b>	<b>488,553</b>	<b>9,071,136</b>	<b>16,081</b>	<b>97,000,663</b>
<b>Total 25/26</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 January 2026, inclusive of purchasing cards payments for January 2026, as included at Attachment 1.

<b>Council Decision</b>	<b>012/2026</b>
<b>Moved</b>	<b>Cr A Sullivan</b>
<b>Seconded</b>	<b>Cr C Rogers</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 January 2026, inclusive of purchasing cards payments for January 2026, as included at Attachment 1.**

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

**Against:      Nil**

**Carried 9/0**

### 13.4 Monthly Financial Statements - January 2026

<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. Financial Statements - January 2026

#### Report Purpose

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

The purpose of this report is to present the Statement of Financial Activity for the month ended 31 January 2026.

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 January 2026, as included at Attachment 1.

**Council Decision**            **013/2026**

**Moved**                        **Cr T Fox**

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

**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 January 2026, as included at Attachment 1.**

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

**Against:**            **Nil**

**Carried 9/0**

### 13.5 Quarterly Progress Reporting

<b>File Reference</b>	CM05
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	J Bray, Manager Governance
<b>Authorising Officer</b>	D Kennedy, Director Corporate Services
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 8 August 2023 - Item 13.3 - 156/2023 Ordinary Council Meeting 17 September 2024 - Item 12.7 - 182/2024 Ordinary Council Meeting 17 September 2024 - Item 15.1 - 186/2024 Ordinary Council Meeting 19 November 2024 – Item 15.1 - 225/2024
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	1. Corporate Strategies Quarterly Reporting - Q2 2025/2026

#### Report Purpose

The purpose of this report is to present the 2nd quarter of 2025/2026 (1 October 2025 – 31 December 2025) progress updates to Council on the actions detailed in the following strategic documents:

- Corporate Business Plan 2023-2027 (CBP)
- Economic Development Strategy 2024-2028
- Local History Strategy 2025-2029
- Marketing and Communications Strategy 2024-2027
- My Pilbara Home Strategy, incorporating the:
  - Community Access and Inclusion Plan 2023-2027 (CAIP)
  - Youth Strategy 2023-2025
  - Arts Strategy 2024-2027
  - Club Development Plan 2024-2027
  - Community Programs and Events Strategy 2024-2027
  - Reconciliation Action Plan 2024-2025

Council is requested to receive the quarter progress updates (refer to Attachment 1).

#### Background

At its meeting held 8 August 2023, Council resolved to adopt the CBP and to receive quarterly progress updates on its implementation.

Reporting on the CAIP and Youth Strategy 2023-2025 commenced in the second quarter of 2023/2024.

In September 2024, Council adopted the My Pilbara Home Strategy and Marketing and Communications Strategy. Reporting on these strategies and the Tourism and Economic Development Strategy commenced in the third quarter of 2024/2025.

In November 2024, Council adopted the Local History Strategy and resolved to commence reporting on this strategy this quarter.

**Comments**

Quarterly progress reports:

- Enable Council to assess the Shire’s performance against the actions in its plans and strategies, identify risks and significant variations in project performance and budgeting, receive information needed to be able to make informed decisions, and be able to take action to address any issues that arise; and
- Provide Council and the community a higher level of transparency and accountability relating to strategic actions, plans, and projects.

Detailed progress updates on the actions listed in the strategic documents listed above for the second quarter of 2025/2026 have been attached to this report. Statistics and further commentary for each plan/strategy have been included below.

**Corporate Business Plan 2023-2027**

The status of actions from the CBP are as follows.

Strategic theme	Total	Completed	In progress	Not started	Overdue
1. People	24	7	17	0	0
2. Place	44	2	41	1	12
3. Prosperity	26	7	17	2	3
4. Performance	44	19	24	0	9
<b>Total</b>	<b>138</b>	<b>35</b>	<b>99</b>	<b>3</b>	<b>24</b>

No actions were completed during the reporting period.

**Economic Development Strategy 2024-2028**

The status of actions from the Economic Development Strategy are as follows. No delivery timeframes are set within the Economic Development Strategy.

Deliverable	Total	Completed	In progress	Not started
1. Annual Priority Setting	3	0	2	1
2. Advocacy	3	0	2	1
3. Land Use Planning	2	0	0	2
4. Infrastructure Planning	3	0	3	0
5. Company Engagement	2	0	1	1
6. Development Leadership	2	0	1	1
7. Investment Attraction	7	0	6	1
8. Small Business Support	4	0	3	1
9. Regional Promotion	5	0	4	1
<b>Total</b>	<b>31</b>	<b>0</b>	<b>22</b>	<b>9</b>

No actions were completed during the reporting period.

**Local History Strategy 2025-2029**

The status of actions from the Local History Strategy are as follows.

<b>Plan</b>	<b>Total</b>	<b>Completed</b>	<b>In progress</b>	<b>Not started</b>	<b>Overdue</b>
1. Community and Social Media Engagement	35	9	15	11	15
2. Oral History	25	3	12	10	11
3. Digitisation	23	6	8	9	14
4. Processes and Procedures	23	5	12	6	17
5. Preservation and Storage	22	1	12	9	17
<b>Total</b>	<b>128</b>	<b>24</b>	<b>59</b>	<b>45</b>	<b>74</b>

The following key initiatives were completed during the reporting period.

<b>Key initiative</b>	<b>Comment</b>
1.5.4 Develop a Social Media Plan to engage the online community and promote a treasure chest of memories across historical themes.	Social media plan has been completed in collaboration with Manager Media and Communications.
2.1.4 Source tools and software to accurately transcribe oral recordings (eg. audio to text etc).	Oral history equipment has arrived and oral history training by staff has been completed.
2.1.5 Develop mobile units in each library to support community opportunities to convert oral recordings to new digital technologies.	Identified that due to limited space within each library, equipment has been purchased for Paraburdoo and Onslow for local history officers to work with community members on local history
3.1.2 Adopt national or international Standards to support best practice in digitisation (eg. equipment, processes, open and closed captions etc).	National and International standards implemented as required.
3.1.3 Identify relevant equipment, software and other specialised items for converting items to digital technologies (eg. VHS, 8mm, video CDs, cassette tapes, floppy discs, photographs, negatives, etc).	Equipment identified and purchased - some equipment unable to purchase due to availability but has been completed to current standards.

<p>3.1.4 Develop mobile units in each library to support community digitisation opportunities.</p>	<p>Mobile units are unable to be purchased due to the limitation of space within libraries. We have purchased equipment based in Paraburdoo and Onslow for the local history team to work with community members.</p>
<p>3.2.1 Develop criteria to determine what to digitise, and consider the social, physical, economic, cultural, geographic, political and educational dimensions (eg. old video to new digital formats, old data storage to new formats, photo and printed items to digital formats etc).</p>	<p>Digitalisation Plan including quality checklists have been development.</p>
<p>3.2.2 Develop a manual of processes, guidelines, and templates for converting, storing and retrieving digital information (eg. documenting, cataloguing, key words, equipment, handling, archiving, transporting etc).</p>	<p>Continues to be ongoing but plan has been development with processes, quality checklists, flowcharts etc to determine the correct process.</p>
<p>4.1.3 Identify relevant equipment, software and other items for developing and implementing records systems, processes and procedures.</p>	<p>Software and equipment has been enhanced and equipment has been identified.</p>
<p>4.5.1 Enhance accessibility of local history web pages, ensuring information available to the public is in accessible formats and supports Website Content Accessibility Guidelines 2.2 and mobile SEO practices (eg. text alternatives, time-based media, distinguishable, navigable, readable etc)</p>	<p>Website has been updated with correct information.</p>
<p>4.6.1 Develop a manual of processes, guidelines and templates for community members to donate or loan local history items to the Shire.</p>	<p>Donation form has been completed.</p>

**Marketing and Communications Strategy 2024-2027**

The status of key initiatives from the Marketing and Communications Strategy are as follows.

Priority goal	Total	Completed	In progress	Not started	Overdue
1. Annual Marketing and Communications Plan	4	4	0	0	0
2. Cross Platform Innovation	3	2	1	0	0
3. Strategic Delivery	4	1	3	0	0
4. Prioritise Key Information Sources	7	6	1	0	0

5. Accessibility and Inclusion	5	5	0	0	0
6. Local and Cultural Heart	4	4	0	0	0
7. Community Integrations	4	4	0	0	0
8. Community Surveys and Data	2	1	1	0	0
<b>Total</b>	<b>33</b>	<b>27</b>	<b>6</b>	<b>0</b>	<b>1</b>

The following key initiatives were completed during the reporting period.

Key initiative	Comment
4.6 Upgrade website wireframe and search function to enable improved user experience and search results.	Website audit of 'floating pages' has been reviewed and actioned and community feedback regarding website has decreased.
6.1 Photo library update focused on local and cultural heart.	Media library module implemented on the website for community members to access and to download the images.
6.2 Video library update focused on local and cultural heart.	Media library module implemented on the website for community members to access and to download the images.

**My Pilbara Home Strategy**

Community Access and Inclusion Plan 2023-2027

The status of actions from the CAIP are as follows. No delivery timeframes are set within the CAIP.

Outcome	Total	Completed	In progress	Not started
1. People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.	10	6	3	1
2. People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.	11	4	5	2
3. People with disability receive information from the relevant public authority in a format that will enable them to access the information as readily as other people are able to access it.	8	4	4	0

4. People with disability receive the same level and quality of service from the staff of a public authority as other people receive from staff of that public authority.	10	7	2	1
5. People with disability have the same opportunities as other people to make complaints to a public authority.	3	3	0	0
6. People with disability have the same opportunities as other people to participate in any public consultation by a public authority.	4	4	0	0
7. People with disability can obtain and maintain employment with a public authority.	5	4	1	0
<b>Total</b>	<b>51</b>	<b>32</b>	<b>15</b>	<b>4</b>

The following action was completed during the reporting period.

Action	Comment
Digital access to Shire photographs and videos is enhanced	A video and photo library module has been implemented on the Shire website for users to download.

Youth Strategy 2023-2025

The status of actions from the Youth Strategy are as follows.

Strategic theme	Total	Completed	In progress	Not started	Overdue
1. Spaces and activities	7	6	0	1	1
2. Health and wellbeing	5	4	1	0	1
3. Career pathways and development	8	6	2	0	2
4. Youth empowerment	6	4	2	0	2
5. Youth representation and identity	4	3	1	0	1
<b>Total</b>	<b>30</b>	<b>23</b>	<b>6</b>	<b>1</b>	<b>7</b>

The following actions were completed during the reporting period.

Action	Comment
1.1.3 - Expand youth-friendly, accessible spaces within Shire facilities and places.	Included in all planning and delivery of events and Youth programs.
1.2.3 - Identify opportunities that support community members to initiate and run youth activities.	Included in all planning and delivery of events and Youth programs.
3.2.1 - Advocate for the exploration of an alternative education model for disengaged young people in each Town, including the utilisation of Youth Centres as bases for alternative education.	For Tom Price and Paraburdoo, TPYSA is leading this program and providing updates to the Shire as this is implemented.
4.1.1 - Develop the skills and capacity of Shire staff and community organisations and groups to better involve young people in plans and decisions.	<p>Youth Work WA delivered Youth Work Code of Ethics training in Tom Price for services with positive feedback.</p> <p>CRTF provided training on how to engage with young people.</p> <p>Currently identifying training opportunities for staff on the changes with the Social Media Ban for under 16s.</p>

The Youth Strategy 2023-2025 has now expired. A new Youth Strategy is being drafted and is expected to be presented to Council in March 2026 for endorsement to go out for public consultation.

Arts Strategy 2024-2027

The status of deliverables from the Arts Strategy are as follows.

Action	Total	Completed	In progress	Not started	Overdue
1. Capacity Building	3	0	3	0	0
2. Participation	2	0	2	0	1
3. Artist Recruitment and Recognition	4	2	1	1	1
4. Coordination and Collaboration	3	2	1	0	0
<b>Total</b>	<b>12</b>	<b>3</b>	<b>8</b>	<b>1</b>	<b>2</b>

There were no deliverables completed during the reporting period.

Club Development Plan 2024-2027

The status of deliverables from the Club Development Plan are as follows.

Action	Total	Completed	In progress	Not started	Overdue
1. Capacity Building	8	2	6	0	2
2. Participation	4	1	3	0	1
3. Volunteer Recruitment and Recognition	4	2	0	2	0
4. Coordination and Collaboration	6	4	1	1	1
<b>Total</b>	<b>22</b>	<b>9</b>	<b>10</b>	<b>3</b>	<b>4</b>

There were no actions completed during the reporting period.

Community Programs and Events Strategy 2024-2027

The status of deliverables from the Community Programs and Events Strategy are as follows.4

Action	Total	Completed	In progress	Not started	Overdue
1. Capacity Building	6	3	2	1	0
2. Participation	2	1	1	0	0
3. Volunteer Recruitment and Recognition	1	0	1	0	0
4. Coordination and Collaboration	4	4	0	0	0
<b>Total</b>	<b>13</b>	<b>8</b>	<b>4</b>	<b>1</b>	<b>0</b>

The following deliverables were completed during the reporting period.

Deliverable	Comment
1.1 Transform the Shire’s delivery of Community Programs and Events to demonstrate and promote an Asset Based Community Development (ABCD) approach that empowers residents and makes the most of local strengths.	ABCD framework developed and implemented.
4.1 Develop business case for a Signature Events Officer to support delivery of key annual events in collaboration with community and regional stakeholders. - define a job description - define remuneration and benefits - seek budget allocation.	Business case developed and approved.

4.4 Deliver Passion of the Pilbara (PoP) and Jarndunmunha/Nameless Festival yearly under coordination and responsibility of Shire Signature Events officer.	Delivered Passion of the Pilbara (PoP) and Inspire Festival (in lieu of the Jarndunmunha/Nameless Festival) events in 2025. Both events were a great success.
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**Reconciliation Action Plan 2024-2025**

The status of deliverables from the Reconciliation Action Plan are as follows.

<b>Pillar</b>	<b>Total</b>	<b>Completed</b>	<b>In progress</b>	<b>Not started</b>	<b>Overdue</b>
Relationships	9	8	1	0	1
Respect	9	4	4	1	1
Opportunities	7	4	0	3	3
Governance	5	2	2	1	3
<b>Total</b>	<b>30</b>	<b>18</b>	<b>7</b>	<b>5</b>	<b>7</b>

The following action was completed during the reporting period.

<b>Action</b>	<b>Comment</b>
2.2 Identify and develop a list of like-minded organisations that we could approach to connect and collaborate with on our reconciliation journey, including local businesses.	The Shire prepared and finalised an Aboriginal contact listing
6.2 Promote community NAIDOC events to staff and encourage them to attend.	Information circulated to all Shire staff via AIMS, flyers on noticeboards, and community noticeboards.

**Consultation**

Executive and Managers provided progress updates for their relevant areas.

**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

Nil

Future Financial Year(s)

Nil

**Legislative Implications**

Section 2.7(b) of the *Local Government Act 1995* prescribes the Council is responsible for the performance of the local government’s functions. Providing regular progress updates assists Council to meet this requirement.

**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>	Negative public perception if the Shire does not meet progress expectations.	Possible (3)	Minor (2)	Moderate (5-9)	Provide regular updates to Council and the community via Council agendas and provide commentary where actions are not progressing in line with expected timeframes.

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 receives the quarterly progress reports, as detailed in Attachment 1.

**Council Decision**            **014/2026**

**Moved**                        **Cr C Rogers**

**Seconded**                 **Cr A Sullivan**

**That Council receives the quarterly progress reports, as detailed in Attachment 1.**

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

**Against:**            **Nil**

**Carried 9/0**

## 14 Infrastructure Services Reports

### 14.1 Request for Extension to Duration of Local Structure Plan - Onslow Townsite Expansion Structure Plan

<b>File Reference</b>	LP25
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	R Wallin, Coordinator Planning and Lands
<b>Authorising Officer</b>	G Harris, Director Infrastructure Services
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Onslow Townsite Expansion Structure Plan</li> <li>2. Fact Sheet on Structure Plan extensions</li> </ol>

#### Report Purpose

The purpose of this report is to request an extension to the duration of the Onslow Townsite Expansion Structure Plan (the Structure Plan).

Local structure plans can be approved for a period of 10 years, and this Structure Plan is due to expire on 10 June 2026. The extension request will ensure the Structure Plan remains valid until 10 June 2036.

#### Background

The *Planning and Development (Local Planning Scheme) Regulations 2015* (LPS Regulations) includes timeframe limits on structure plans, stating that structure plans approved after 19 October 2015 will expire either 10 years after the approval date or on another date specified by the Western Australian Planning Commission (WAPC).

The Structure Plan (Attachment 1) was approved on 10 June 2016 and is therefore due to expire 10 June 2026.

Council can request the WAPC to extend the duration of a local structure plan, where it will allow for the completion of outstanding stages, or where necessary, allow a planning framework to be implemented into local planning schemes to ensure planning controls exist to guide development and ensure good planning outcomes.

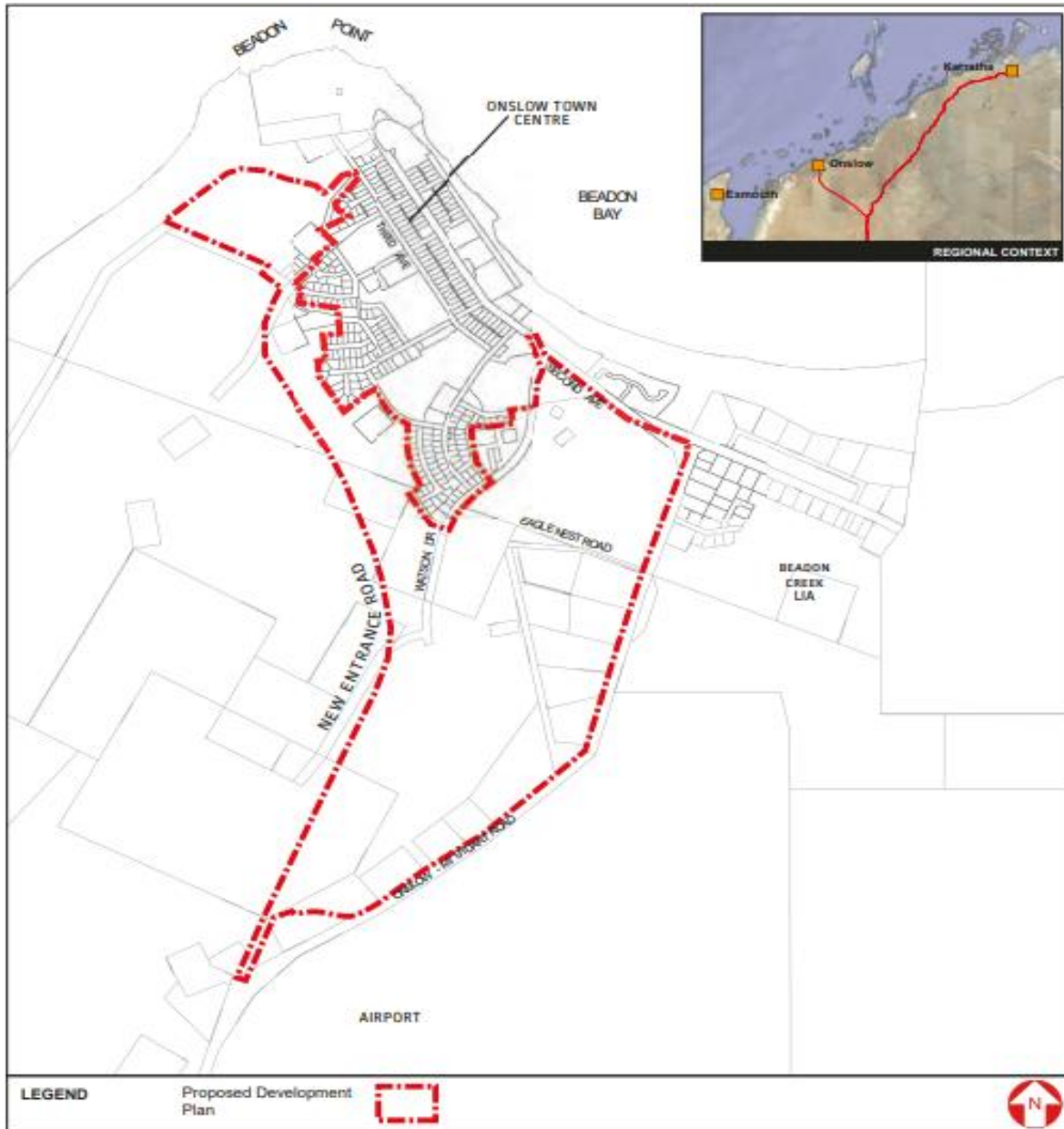
The WAPC has provided an information sheet that provides guidance on the process as well as options and criteria for considering extensions (Attachment 2). Extension options fall within three categories which are:

- a. *1-3 years – to enable time for review/update of a structure plan or finalisation of new local planning scheme.*
- b. *3-5 years – to enable final stages of a structure plan to be implemented.*
- c. *5-10 years – enable final stages of a larger or longer-term structure plan to be completed. Amendments to a structure plan have occurred and the structure plan is contemporary and consistent with the State Planning Framework.”*

It is noted that if no extension is requested by Council, the Structure Plan will expire automatically.

**Comments**

The Structure Plan generally surrounds the existing developed portion of the Onslow townsite with majority of the site being generally bound by Onslow Road to the west and McAullay Road to the south and east. Please see Figure 1 below for the extent of the Structure Plan area.



**Figure 1 – Location plan showing extent of structure plan area**

Most of the land is zoned “Urban Development” in both Local Planning Scheme 7 (LPS7) and draft Local Planning Scheme 8 (LPS8) (see Figures 2 and 3 below). The objectives of the “Urban Development” zone is to ensure that future urban development occurs in an orderly and proper manner with appropriate services, and guided by a comprehensive planning document, such as a local structure plan. A local structure plan provides a framework for ensuring a well-planned development occurs, supported by commercial

centres, appropriate infrastructure services, including a road network and utilities, and open space to support residential land development.

Limited areas in the southern portion of the Structure Plan area are zoned:

- “Rural” and reserved “Public Purpose – Water and Drainage” under LPS7; and
- “Service Commercial” and reserved “Public Purposes – Infrastructure Services” under LPS8.

The above-mentioned reserves and zones are reflected in the intent of the Structure Plan mapping. The land zoned “Rural” in LPS7 and “Service Commercial” in LPS8 is generally identified as “Special Use – Large Live Work Lots” in the Structure Plan. These zoning designations align with the Structure Plan’s design and land use intent.

It will be necessary to amend LPS8 maps as the Structure Plan area is progressively subdivided and developed. This approach is consistent with well-established practice. Specific zoning and reserve designations will replace the “Urban Development” zone in LPS8 as subdivision and development is finalised.

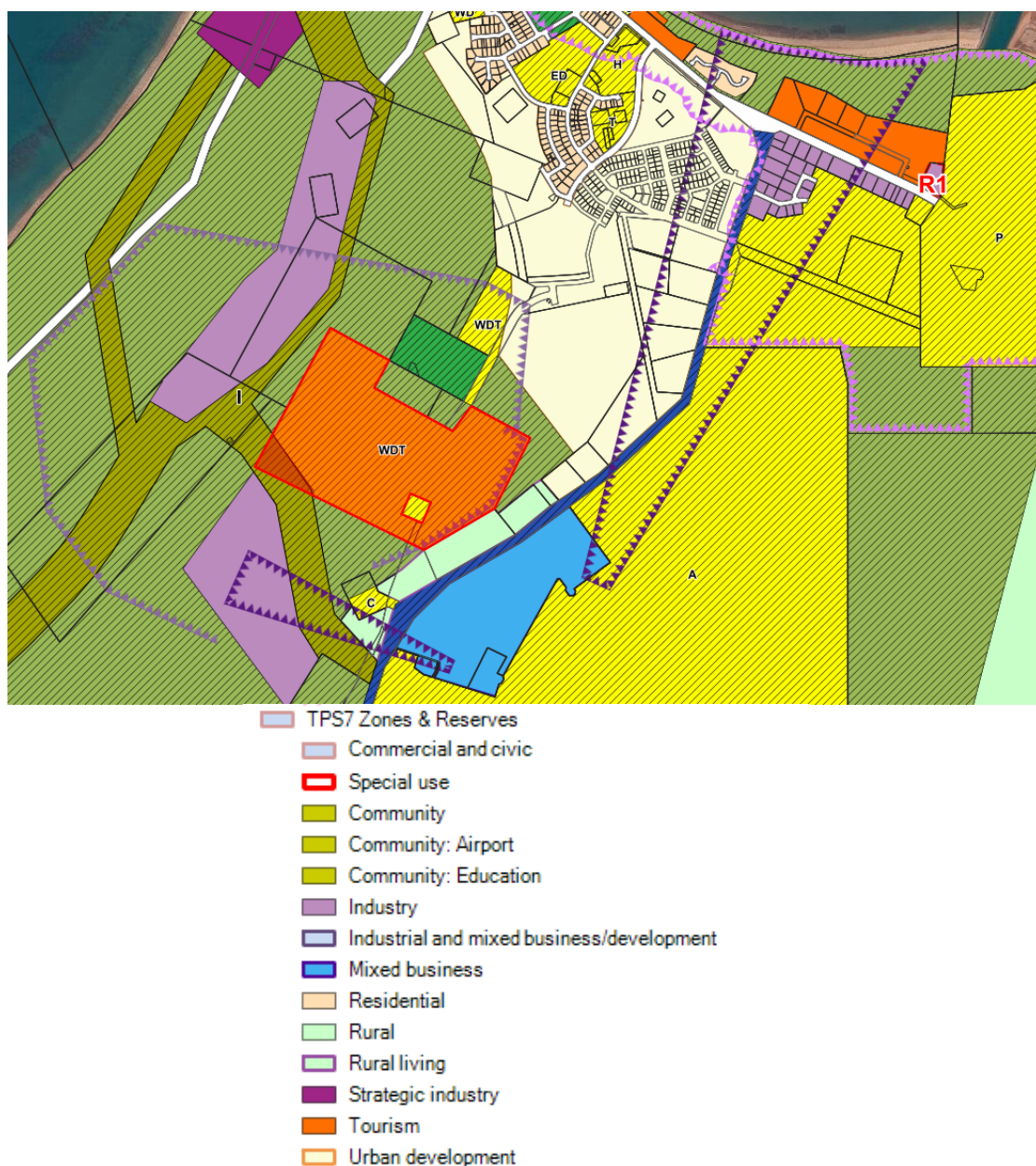


Figure 2 – Extract of Local Planning Scheme 7 Mapping



**Figure 3 – Extract of draft Local Planning Scheme 8 Mapping**

The Structure Plan provides a clear framework for promoting future urban development within the Onslow townsite (see Figure 4 below – Extract of Structure Plan map) consistent with the objectives of the “Urban Development” zone. That is, it provides a comprehensively planned mix of urban uses connected by a logical road network.

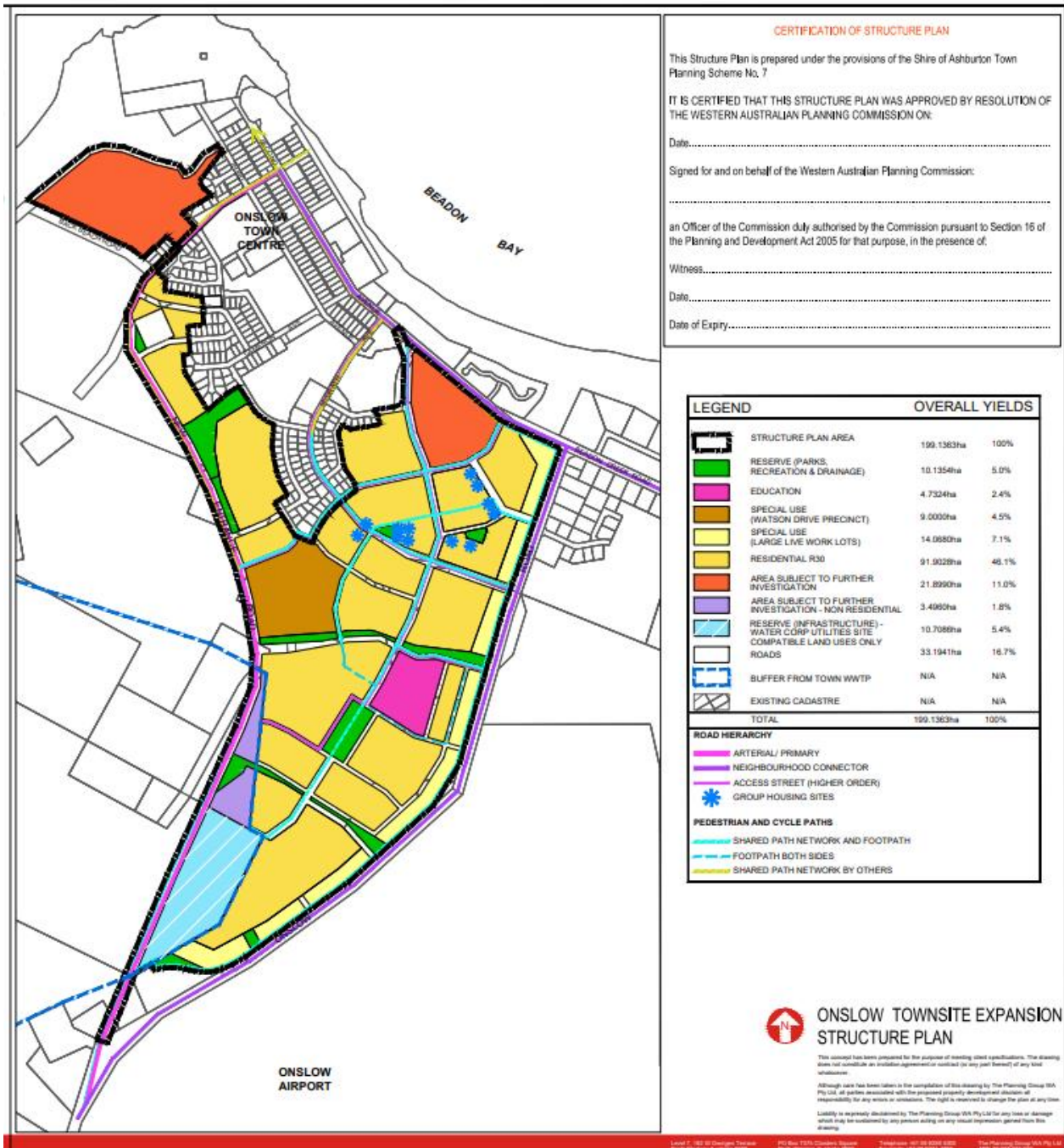
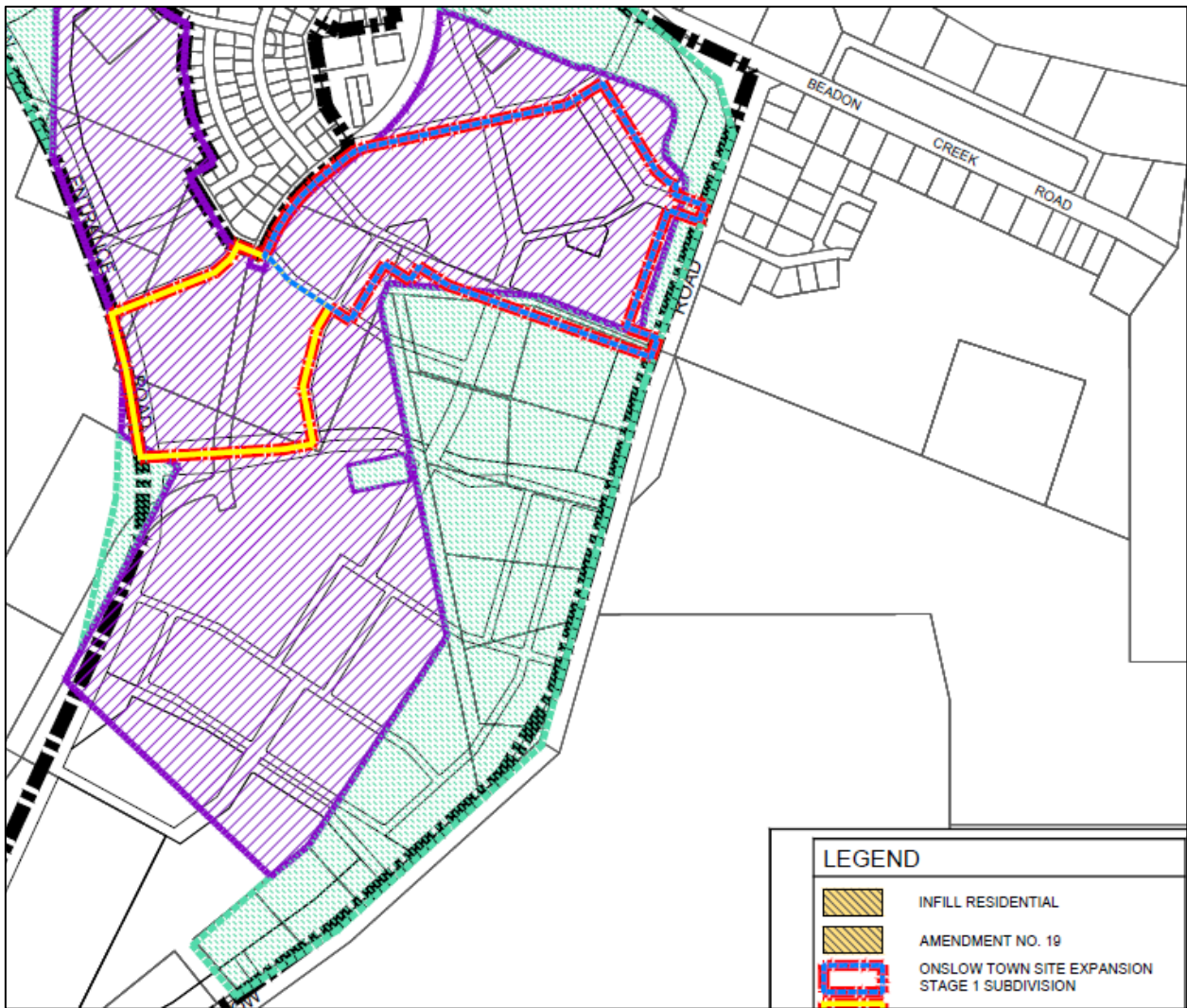


Figure 4 – Extract of Structure Plan map

The locality has experienced limited subdivision over the life of the Structure Plan since adoption on 10 June 2016 (see Figure 5 below showing Stage 1 now completed). The Structure Plan area, once fully developed, is intended to provide housing for approximately 3,500 people.



**Figure 5 – Extent of development within the Structure Plan**

It is noted that portions of this subdivided land have been removed from the “Urban Development” zone in proposed LPS8 to reflect alignments of local road reserves and open space and has been zoned and reserved to reflect the finalised subdivision design (see Figure 6 below).

A future amendment to the scheme maps to LPS8 will be required to include residential zones, with accompanying density codes to reflect finalised subdivision and land use, and density outcomes.



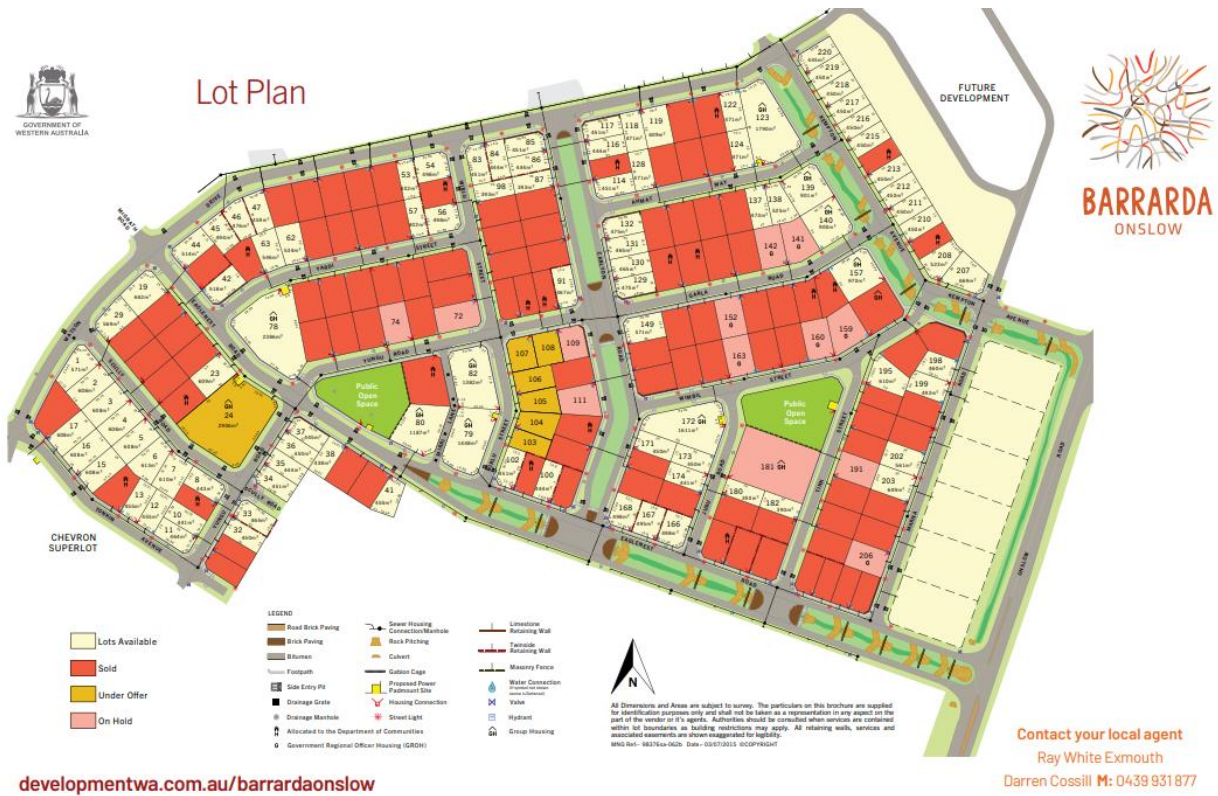
**Figure 6 – Extract of LPS8 mapping showing regular zoning and reserves**

The Structure Plan provides a framework for orderly future subdivision of the locality, enabling a coordinated design through provision of additional local roads, residential areas, open space, drainage and community services. The Structure Plan is necessary to ensure a good, coordinated design outcome for the locality and it is requested that the duration of the Structure Plan be extended for a period of 10 years. This duration will allow time for the Structure Plan to be implemented.

**Consultation**

The proposed extension was referred to DevelopmentWA, the State government’s central land and development agency, who prepared the Structure Plan. Development WA advised that they are supportive of an extension of 10 years.

DevelopmentWA advises that it has created a total of 220 lots, with 113 of these lots remaining unsold (see Figure 7 below).



[developmentwa.com.au/barrardaonslow](http://developmentwa.com.au/barrardaonslow)

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Figure 7 – Sales Plan for Stage 1

**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	2.1 Coordinated delivery of natural and built environment services and projects for the community
Strategy	1 Develop and maintain key natural and built environment services partnerships, both internally and externally, to support Council’s vision.

**Council Policy**

[Council Policies » Shire of Ashburton](#)

Nil

**Financial Implications**

Current Financial Year

Nil

Future Financial Year(s)

Local structure plans provide the framework for identifying future infrastructure and assets, however, the creation of these assets is implemented separately during future subdivision and development.

**Legislative Implications**

Local Framework

Local structure plans form part of the local planning framework and are a key instrument for coordination of future zoning, subdivision and development.

Structure plans are guiding documents and are given due regard in decision making, unlike a local planning scheme which has statutory effect.

Due regard means that a decision maker is required to demonstrate that the matter has been considered, and if a decision is to be in variance of that matter, there needs to be a compelling reason to depart from the standard.

State Framework

Regulation 28(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* limits the approval period of local structure plans to ten years, unless extended by the WAPC (regulation 28(2)). The limits to the life of local structure plans are to ensure that the design and provisions keep up to date with the evolving planning framework.

Federal Framework

There are no federal frameworks relevant to this item.

**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>	No guiding plan for future subdivision and development within Onslow.	Almost Certain (5)	Moderate (3)	Moderate (5-9)	Request support for extension of duration for the Structure Plan will ensure that the Structure Plan will guide subdivision and no unnecessary delay to release of land will occur.

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

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council requests the Western Australian Planning Commission to extend the duration of the Onslow Townsite Expansion Structure Plan for a duration of 10 years.

**Council Decision**            **015/2026**

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

**Seconded**                    **Cr R de Pledge**

**That Council requests the Western Australian Planning Commission to extend the duration of the Onslow Townsite Expansion Structure Plan for a duration of 10 years.**

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

**Against:**            **Nil**

**Carried 9/0**

## 14.2 Road Closure Request - Nanutarra Homestead

<b>File Reference</b>	RV61
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	R Wallin, Coordinator Planning and Lands
<b>Authorising Officer</b>	G Harris, Director Infrastructure Services
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Proposed Road Closure</li> <li>2. Road Closure Request</li> <li>3. Proposed Easement Location</li> </ol>

### Report Purpose

The purpose of this report is to request that the Minister for Planning and Lands (the Minister) close sections of unconstructed road reserve, located within lots:

- 4 on Diagram 98585
- 3 on Diagram 40273
- 68 of Deposited Plan 251861.

The extent of the proposed road closure is shown in Attachment 1– Proposed Road Closure. A location plan is provided in Figure 1 below to provide site context.

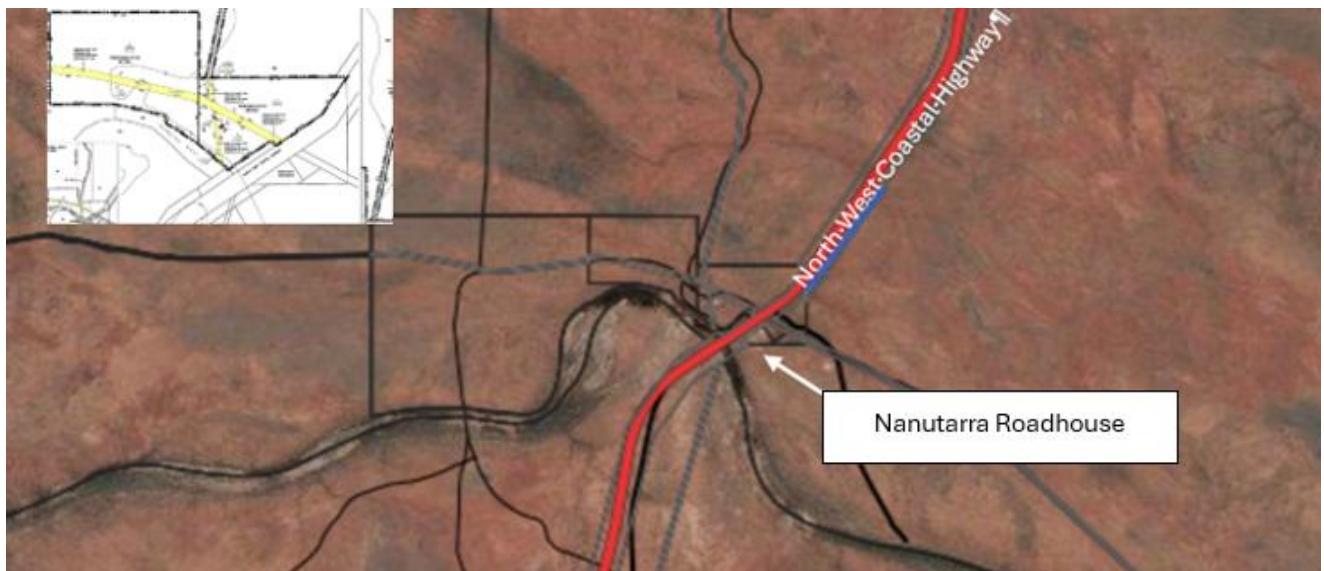


Figure 1 – Location Plan

### Background

In May 2024, the Puutu Kunti Kurrama and Pinikura Aboriginal Corporation (PKKP Aboriginal Corporation) purchased the Nanutarra Homestead complex.

The PKKP Aboriginal Corporations’ broad vision is to redevelop the site into a culturally significant community, heritage, and tourism hub to benefit the PKKP community and wider Pilbara region.

To assist with achieving this broad vision, a request has been received to close sections of unconstructed road reserve that traverse the properties (refer to Attachment 2 – Road Closure Request).

The original request was received in March 2025. At that time the Shire sought clarification on how grazing land abutting the western boundary of the proposed road closure would retain legal road frontage as the unconstructed section of road provides the only legal access to this adjoining land. The applicant has now addressed this point by proposing an easement along the northern boundary of the land to enable legal access to the land abutting the western boundary (refer to Attachment 3 – Proposed Easement Location).

Road closure requests are considered by the Minister under section 58 of the *Land Administration Act 1997*. On receiving a request from a local government, the Minister may:

- a) Grant the request; or
- b) Direct the local government to reconsider the request; or
- c) Refuse the request.

The *Land Administration Regulations 1998* (the Regulations) provide two process options for a local government to consider when making a request to the Minister. These are:

**Option 1:** Regulation 9 – deciding to advertise for public submissions with a minimum period of 35 days; or

**Option 2:** Regulation 9A – a modified process that removes the need for advertising for public submissions subject to complying with certain requests.

The applicant has requested that this proposal be considered using regulation 9A of the Regulations.

## Comments


### Merits of road closure request

The road closure request is considered reasonable on the grounds that:

- The road reserve is unconstructed and does not contain or provide any practical usable access.
- The alignment of the road reserve significantly impacts the potential use of the abutting properties due to alignments that effectively dissect the property into portions (refer to Attachment 1). These alignments unreasonably restrict design options to intensify use of the site.
- The proposal includes a practical alternative access for land to the west via an easement aligned along the northern edge of the property. The proposed easement alignment is reasonable and practical.

### Process considerations

The table below provides details of the elements that need to be satisfied if the process detailed in regulation 9A of the Regulations is to be used.

Elements	Comments
This regulation applies to a request to the Minister by a local government under section 58(1) of the Act for the Minister to close a road permanently if the request relates to land that –	
(a) has been reserved, declared or otherwise dedicated as a road; but	The land is identified as a road reserve. <b>Complies</b>
(b) has never been used as a road or had a road constructed upon it.	The land has never been used as a road or had a road constructed upon it. It is noted that an internal access track traverses through a small section of the road reserve, however, this track is mainly located on private land (see extract mapping below).  <b>Complies</b>

Based on the above table, the proposal complies with the requirements of regulation 9A and therefore it would be reasonable to use the process identified in regulation 9A.

Regulation 9A(2) requires any request to the Minister to include:

- “(a) *written confirmation —*
  - (i) *that the request relates to land of the kind referred to in subregulation (1); and*
  - (ii) *that the local government has therefore not complied with the requirements set out in regulation 9;*
- (b) *written confirmation that the local government has resolved to make the request, the date when the relevant resolution was passed and any other information relating to the resolution that the Minister may require;*
- (c) *sketch plans showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed;*
- (d) *any other information the local government considers relevant to the Minister’s consideration of the request.”*

It is proposed to provide this information in the form required by the regulations to support the request to close the section of unconstructed road reserve.

**Consultation**

In accordance with regulation 9A of the Regulations, no consultation is required.

**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	2.1 Coordinated delivery of natural and built environment services and projects for the community
Strategy	1 Develop and maintain key natural and built environment services partnerships, both internally and externally, to support Council’s vision.

**Council Policy**

[Council Policies » Shire of Ashburton](#)

Nil

**Financial Implications**

Current Financial Year

Nil

Future Financial Year(s)

Nil

**Legislative Implications**

*Land Administration Act 1997*

*Land Administration Regulations 1998*

**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>	Failure to fulfil compliance requirements.	Likely (4)	Minor (2)	Moderate (5-9)	Address all elements listed in the <i>Land Administration Regulations 1998</i> applicable to the road closure request.

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

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council, requests the Minister for Planning and Lands:

1. Support the closure of the unconstructed road reserve under section 58 of the *Land Administration Act 1997*, as shown in Attachment 1, subject to an easement being implemented to provide alternative access in an alignment detailed in Attachment 3.
2. That the proposal be assessed under regulation 9A of the *Land Administration Regulations 1998*.

**Council Decision**                      **016/2026**

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

**Seconded**                                **Cr B Noone**

**That Council, requests the Minister for Planning and Lands:**

1. **Support the closure of the unconstructed road reserve under section 58 of the *Land Administration Act 1997*, as shown in Attachment 1, subject to an easement being implemented to provide alternative access in an alignment detailed in Attachment 3.**
2. **That the proposal be assessed under regulation 9A of the *Land Administration Regulations 1998*.**

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

**Against:**              **Nil**

**Carried 9/0**

## 15 Community Development Reports

### 15.1 Working Together Onslow Partnership Agreement 2026-2028

<b>File Reference</b>	CS20
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	T Taylor, Manager Communities
<b>Authorising Officer</b>	C McGurk, Director Community Development
<b>Previous Meeting Reference</b>	Ordinary Council Meeting November 2022 - Item 14.2 – 159/2022
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	1. Proposed Working Together Onslow Partnership Agreement - Confidential

#### Report Purpose

The purpose of this report is to present Council with the proposed Working Together Onslow Partnership Agreement 2026-2028 (Attachment 1).

Council is requested to consider and endorse the new Working Together Onslow Partnership Agreement 2026-2028 (Attachment 1).

#### Background

Since 2021 Chevron has provided partnership funding of \$200,000 annually to support a range of community initiatives including:

- Community Belonging Events
- School Holiday Programs
- Onslow Keepers
- Youth Initiatives
- Club Development
- Commemorative and Cultural Events (ANZAC Day, NAIDOC Week, Reconciliation Week)

In 2023 the partnership was formalised under the name Working Together Onslow (WTO) through a three (3) year agreement 2023-2025.

This agreement aimed to foster an engaged, connected and vibrant Onslow community by delivering events and programs that promote social prosperity. Over time, the partnership has evolved to underpin community engagement initiatives and develop programs that strengthen belonging, connection, and inclusiveness, aligning with the Shire's My Pilbara Home suite of strategies.

**Comments**

The WTO partnership agreement with Chevron has provided \$200,000 to the Shire each calendar year, with an increase to \$220,000 per calendar year proposed for the 2026-2028 partnership agreement (Attachment 1).

At the November 2025 WTO Steering Committee Meeting, some members expressed concern that the proposed funding increase was not substantial and suggested entering a one (1) year partnership for 2026, with a view to reassess future arrangements. It is important to note that if Council chooses to proceed with a one (1) year agreement at \$220,000, it does not guarantee this level of funding beyond 2026. However, under the proposed 2026-2028 WTO partnership agreement, the Shire can submit a variation request to Chevron should additional funding be required during the term.

Consistent funding since 2020 demonstrates Chevron’s ongoing commitment to Onslow. Despite no increase in funding over these years, there has been a regular underspend as shown below in Table 1. For 2025, an underspend of \$611 is expected due to larger contributions towards programs and events for the 100 Years of Onslow celebrations held throughout 2025. The planned rise to \$220,000 in 2026 includes an annual \$20,000 sponsorship for the Passion of the Pilbara community festival.

**Financial Overview**

**Table 1: WTO Partnership Funding**

Year	Funding Amount	Total Spent	Underspend
2021	\$ 200,000	\$ 182,907	\$ 17,093
2022	\$ 217,093	\$ 202,471	\$ 14,622
2023	\$ 214,622	\$ 178,704	\$ 35,918
2024	\$ 235,918	\$ 214,706	\$ 21,212
2025	\$ 221,212	\$ 209,446	\$ 11,766

**2022** – \$23,011 was spent on promotional materials and gaming consoles bringing the amount spent on actual programs and events down to \$179,460.

**2023** – \$6,622 was spent on activating the newly endorsed Shire Youth Strategy bringing the amount spent on actual programs and events down to \$172,082.

**2024** – \$27,000 was spent on additional youth activities aligning with the Shire’s Youth Strategy 2023-2025, and additional support for clubs and groups through the purchasing of equipment, payment of hire fees for Shire facilities and upskilling umpires bringing the amount spent on actual programs and events down to \$187,706.

**2025** – \$34,495 has been spent on additional contributions to 100 Years of Onslow events bringing the amount spent on actual WTO funded programs and events to \$174,951.

Additionally, the Shire now benefits from multiple community partnerships in Onslow, not just the WTO Partnership. The additional partnership also contributes significant funding for programs and events bringing the total annual program and event funding for Onslow to \$340,000. This level of investment is on par with other towns and their respective partnerships within the Shire enabling expanded programming and enhanced community outcomes.

While an increase of only \$20,000 in the WTO Partnership Agreement may not seem a significant increase, the addition of our other partner ensures ample funding for the delivery of programs, events and community development initiatives that are both achievable and sustainable that meet community needs and aspirations. This combined funding base allows the Shire to deliver a broad and impactful suite of initiatives for the Onslow community.

Both Chevron and our other partner are committed to delivering collaboratively for the Onslow community ensuring that initiatives are well coordinated, responsive to local needs, and avoid duplication or community and officer fatigue. The collaborative approach allows for greater flexibility, innovation, and shared responsibility in delivering meaningful programs and events with the community.

**Consultation**

Director Community Development  
 Manager Community Development  
 Working Together Onslow Steering Committee  
 Chevron Partnership Advisor

**Strategic Community Plan**

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	1. People - We will support opportunities for the community to be safe, socially active, and connected.
Strategic Outcome	1.2 Communities connected with opportunities
Strategy	3 Provide, promote, and deliver social and cultural community celebrations, events, and activities.

**Council Policy**

[Council Policies » Shire of Ashburton](#)

Nil

**Financial Implications**

Current Financial Year

2026 Calendar Year - Partnership Funding of \$220,000

Future Financial Year(s)

2027 Calendar Year – Partnership Funding of \$220,000

2028 Calendar Year – Partnership Funding of \$220,000

**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>Interruption to service</b>	If the agreement is not endorsed there could be an interruption to program and events being delivered in Onslow.	Likely (4)	Major (4)	Moderate (5-9)	Endorse the partnership agreement.

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

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council:

1. Endorse the proposed 2026-2028 Working Together Onslow Partnership Agreement.
2. Authorises the Chief Executive Officer and Shire President to execute the 2026-2028 Working Together Onslow Partnership Agreement as provided at Attachment 1.

**Council Decision**                      **017/2026**

**Moved**                                      **Cr K Day**

**Seconded**                                 **Cr A Sullivan**

**That Council:**

1. **Endorse the proposed 2026-2028 Working Together Onslow Partnership Agreement.**
2. **Authorises the Chief Executive Officer and Shire President to execute the 2026-2028 Working Together Onslow Partnership Agreement as provided at Attachment 1.**

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

**Against:**              **Nil**

**Carried 9/0**

*Cr B Noone disclosed a direct financial interest in Item 15.2 (detailed in Item 5.2).*

*SP A Smith disclosed a direct financial interest in Item 15.2 (detailed in Item 5.2).*

## 15.2 The Karijini Experience 2026 Sponsorship Proposal

At 1:33pm, Cr Brie Noone left the meeting.

At 1:33pm, SP Audra Smith left the meeting.

Cr A Sullivan assumed the Chair.

<b>File Reference</b>	REC52234
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	T Taylor, Manager Communities
<b>Authorising Officer</b>	C McGurk, Director Community Development
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 21 December 2020 - Item 7.4 – 234/2020 Ordinary Council Meeting 9 May 2023 - Item 11.4 – 070/2023 Ordinary Council Meeting 12 December 2023 - Item 6.5 – 221/2023 Ordinary Council Meeting 10 December 2024 – Item 6.2 – 242/2024 Ordinary Council Meeting – 17 June 2025 – Item 6.2 - 101/2025
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	1. 2026 Karijini Experience Sponsorship Packages

### Report Purpose

Council is required to consider sponsorship of the Karijini Experience 2026.

This report outlines available sponsorship opportunities and seeks Council endorsement for a 2026 contribution, including authority for Shire officers to negotiate a custom sponsorship package aligned to the Shire's allocated budget.

### Background

The Karijini Experience is a premier event within the Shire showcasing arts, culture, and music while attracting significant local and visitor attendance. The event was established in 2013 by the Pilbara Inland Chamber of Commerce and Industry (PICCI) and transitioned to the Nintirri Centre Inc. in 2015. Since 2022, the event has been delivered by the Banjima Native Title Aboriginal Corporation (BNTAC) as the Traditional Owners of the land.

Pre-COVID, the 2019 event attracted 2,045 visitors across 57 events with representation from 16 Aboriginal language groups. The Shire has historically been a strong funding partner contributing annually with variations due to event needs and risk considerations. In 2024 the Shire committed \$75,000 as a Platinum Partner and in 2025 contributed \$50,000 as a Premium Partner.

### **2025 Event Summary (Key Findings)**

- Total Visitors: 3,833
- Key age bracket: Over 55 years (39%)
- Accommodation: Caravan Park/camping (44%)
- Length of Stay: 2-3 nights (33%)
- First time attending: 72% of attendees

### **Comments**

The Shire's Economic and Tourism Development Strategy 2024 - 2028 identifies tourism as a key economic driver with a vision to elevate Karijini National Park to international prominence. The Karijini Experience directly contributes to this vision by attracting local, intrastate, and interstate visitors, increasing regional length of stay.

The event also aligns with the Shire's Art Strategy 2024 – 2027, which prioritises opportunities that celebrate cultural heritage, encourage artistic excellence, and provide platforms for local and First Nations artists. The Karijini Experience continues to be one of the region's strongest arts-led cultural festivals supporting these strategic objectives.

In addition, the event supports the Shire's Program and Event Strategy 2024 – 2027 which emphasises the delivery and support of high-quality place-based events that strengthen community identity, promote regional assets, and stimulate economic activity. The Karijini Experience achieves this by showcasing the region's unique natural and cultural attractions while driving visitation to surrounding destinations, including Millstream Chichester National Park, Mackerel Islands and Onslow.

BNTAC have provided a comprehensive sponsorship package for consideration as shown in Attachment 1, however, the Shire's 2025/2026 budget allocation of \$50,000 does not align with the sponsorship tiers.

1. Platinum Sponsorship - \$400,000 plus GST
2. Gold Sponsor - \$75,000 plus GST
3. Silver Sponsor - \$25,000 plus GST
4. Bronze Sponsor - \$10,000 plus GST
5. Community Sponsor - \$5,000 plus GST

To proceed with a 2026 sponsorship of the Karijini Experience, a customised package is required to ensure appropriate recognition and value that is consistent with Council's strategic objectives and budget.

### **Consultation**

BNTAC  
Manager Communities  
Director Community Development

**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	3.4 Sustainable commerce and tourism opportunities
Strategy	3 Work collaboratively with tourism sector providers, Australia’s North-West Tourism and Tourism WA to increase visitor spend, and length of stay, in the Shire.

**Council Policy**

[Council Policies » Shire of Ashburton](#)

Council Policy – Tourism Support and Promotion

**Financial Implications**

Current Financial Year

CM24106 – Karijini Experience Sponsorship has a current budget allocation of \$50,000.

Future Financial Year(s)

A sponsorship allocation for future years will be considered through the Annual Budget process, with yearly sponsorships to be reviewed via an Agenda Item to Council.

**Legislative Implications**

Nil

**Risk Management**

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Council has endorsed multiple strategies to support unique events in the region and to promote Karijini as a destination of international significance. Failure to make a contribution could cause reputational damage to the Shire.	Likely (4)	Moderate (3)	Moderate (5-9)	Provide a financial contribution to the event in line with the 2024/2025 Economic Development Budget.

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

### **Voting Requirements**

Simple Majority

### **Officer Recommendation**

That, with respect to The Karijini Experience 2026 Sponsorship Proposal, Council:

1. Approve a contribution of \$50,000 (excluding GST) for the Shire's sponsorship of the Karijini Experience, and
2. Authorise Shire officers to negotiate a customised sponsorship package with Banjima Native Title Aboriginal Corporation that provides appropriate recognition and benefits commensurate with a \$50,000 contribution.

**Council Decision**                      **018/2026**

**Moved**                                      **Cr K Day**

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

**That, with respect to The Karijini Experience 2026 Sponsorship Proposal, Council:**

- 1. Approve a contribution of \$50,000 (excluding GST) for the Shire's sponsorship of the Karijini Experience, and**
- 2. Authorise Shire officers to negotiate a customised sponsorship package with Banjima Native Title Aboriginal Corporation that provides appropriate recognition and benefits commensurate with a \$50,000 contribution.**

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

**Against:**              **Nil**

**Carried 7/0**

At 1:35pm, Cr Brie Noone returned to the meeting.

At 1:35pm, SP Audra Smith returned to the meeting.

Shire President Smith resumed the Chair.

**15.3 RFT 29.25 - Award of Tender - Stage 2 Onslow Streetscape**

<b>File Reference</b>	CM 29.25
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	A Sheridan, Project Manager
<b>Authorising Officer</b>	C McGurk, Director Community Development
<b>Previous Meeting Reference</b>	Ordinary Council Meeting 18 November 2025 – Item 15.1 – 219/2025
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	1. Tender Evaluation and Recommendation Report - Confidential

**Report Purpose**

The purpose of this report is to provide Council with the results of the evaluation of tenders for Request for Tender 29.25 – Stage 2 Onslow Streetscape (RFT 29.25).

Council is requested to, based on the tender evaluation panel’s assessment of the submissions received, award RFT 29.25 to Tenderer 1 as detailed in Confidential Attachment 1.

**Background**

The Onslow Streetscape Project aims to revitalise the town centre by improving amenity, safety, and accessibility. The design objectives include reinforcing tree-lined avenues, creating a pedestrian-friendly environment, providing shade and gathering spaces, enhancing parking, strengthening sense of place through landscaping and public art, encouraging private investment, and ensuring affordability and maintenance efficiency.

As per the November 2025 report to Council (as referenced above), cost estimates for the Stage 2 Onslow Streetscape Project are summarised as follows:

- Stage 2 Streetscape Works - \$15m
- First Street Drainage Project - \$3.4m (already funded in 2025/2026 budget)
- Contingency Allowance \$2.8m

Total Budget - \$21.2m

Scope of Works

The location of the works is shown in Figure 1 below.



**Figure 1. Project Location**

The works generally include but are not limited to the following landscape, civil design and stormwater drainage elements:

- Construction of a new sealed roadway from the end of Second Avenue (near the police station) to the Stage 3 Ocean View Caravan Park (OVCP).
- Construction of a roundabout at the entrance to the Stage 3 OCVP.
- Construction of a new carpark adjacent to the Stage 2 OVCP roundabout.
- Prep and seal the existing car park and access road near Anzac Memorial Park.
- Construction of a new roundabout at the intersection of First Street and Second Avenue (design includes a semi-mountable kerb with art sculpture and garden bed).
- Widen the existing median on Second Avenue and plant out (similar to Stage 1).
- Regrade and seal a portion of the rear laneway linking First Street and Simpson Street.
- Install new garden beds/plantings, including irrigation.
- Regrade and construct Second Avenue with a one-way crossfall and install new asphaltic concrete (AC) seal, signage and line marking.

- Widen existing footpaths and construct new footpaths to minimum of 2.5m (both sides of the street) for the full length of the project (Simpson Street to the Stage 3 OVCP).
- Retain all existing street trees (except where marked for removal – generally at the proposed new First Street roundabout), install root barriers and plant new street trees as per the landscape design and in accordance with Australian Standards for protection of Trees on Development Sites and Arborist recommendations.
- Install a new stormwater drainage scheme (First Street Drainage Project) near the intersection of First Street and Second Avenue, with a new ocean outlet running through the Stage 1 / Stage 2 OVCP.
- Install an extension to the existing stormwater drainage scheme (Third Street Drainage Project) near the intersection of Third Street and Second Avenue and into the rear laneway behind the Post Office.

Copies of the Design Plans (Civil, Landscape and Stormwater) were provided in the November 2025 report to Council as referenced above.

<b>TENDER DETAILS</b>		
<b>RFT Number</b>	RFT 29.25	
<b>RFT Title</b>	Stage 2 Onslow Streetscape	
<b>Scope</b>	Refer as above	
<b>Contract Term</b>	Initial:	NA
	Extension Options:	NA
	Defects Liability Period:	12 months
<b>Advertising</b>	Tenderlink	26 November 2025
	The West Australian	17 December 2025
<b>Tender Deadline</b>	2.00 pm Tuesday 20 January 2026	
<b>Tender Opening</b>	9.00 am Wednesday 21 January 2026	

**Comments**

The advertisement for RFT 29.25 specified the requirements of the Shire and invited suitably registered, qualified and experienced contractors make a submission to enter a contract for the works as outlined above and as detailed in the tender brief.

The following qualitative criteria was approved for this tender and was advertised as part of the request for tender process. Each approved criterion was given the following weightings:

<b>Criteria</b>	<b>Weighting</b>
Relevant Experience and Past Company Performance	25%
Key Personnel	15%
Resources/Plant/Equipment	10%
Methodology	20%
<b>Total</b>	<b>70%</b>

The tender price was given the following quantitative weighting:

Criteria	Weighting
Price	30%

At the close of the submission period (2.00 pm Tuesday 20 January 2026), one submission was received. This is not overly surprising as the complexity and remoteness of the project represents a significant risk for potential tenderers, and the cost of preparing a tender for a project such as this is often significant.

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

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

The preferred tenderer is assessed as highly capable with significant experience in projects of this nature. The tender submission was comprehensive and demonstrated a very good understanding of the project. The tendered price is also well within the overall project budget.

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 tender response provided by the preferred tenderer, these negotiations are not expected to create any issues.

**Consultation**

Procurement Department  
 Tender Evaluation Panel  
 Director Community Development  
 Director Infrastructure Services  
 Director Corporate Services  
 Statewide public notice of RFT 29.25 was given in accordance with section 1.8 of the *Local Government Act 1995*.

**Strategic Community Plan**

Shire of Ashburton Strategic Community Plan 2022-2032

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

**Council Policy**

[Council Policies » Shire of Ashburton](#)

This tender was advertised and assessed in accordance with Council Policy – Purchasing and Procurement.

## **Financial Implications**

### Current Financial Year

As per the November 2025 Council Report (referenced above), it was resolved that Council:

1. *Allocates \$3m from the December Budget Review for early works associated with the Stage 2 Onslow Streetscape Project.*
2. *Lists for consideration in the 2026/2027 Annual Budget, an allocation of \$14.8m for completion of the Stage 2 Onslow Streetscape Project.*
3. *Authorises the Chief Executive Officer or delegated officer to call tenders for the Stage 2 Onslow Streetscape Project (incorporating the First Street Drainage Project) and report back to Council at the February Council Meeting regarding the award of a contract.*

Funding is already available in current annual budget as follows:

- Funding allocation for Early Works (as per the above resolution) - \$3.0m
- First Street Drainage Project - \$3.4m (Job Number X3823)

The additional funding required is therefore \$14.8m.

### Future Financial Year(s)

An additional \$14.8m is proposed to be allocated to the project in the 2026/2027 budget (as reported in the November 2025 Council Report).

## **Legislative Implications**

*Local Government Act 1995, Section 1.8 – Statewide public notice.*

*Local Government Act 1995, Section 3.57 – Tenders for providing goods or services.*

*Local Government (Functions and General) Regulations 1996, Regulation 11 – When tenders must be publicly invited.*

*Local Government (Functions and General) Regulations 1996 Regulation 18 – Rejecting and accepting tenders.*

**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>	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Possible (3)	Moderate (3)	Moderate (5-9)	<ul style="list-style-type: none"> <li>• Detailed project planning and ongoing project management during delivery phase of the works.</li> <li>• Allocate appropriately experienced staff to manage the project, including as a minimum:</li> <li>• An experienced Project Manager with specialised skills in the delivery of streetscape projects.</li> <li>• An experienced Contract Administrator / relief Project Manager with skills in administration of complex projects.</li> </ul>
<b>Financial impact</b>	\$100,001 to \$1,000,000	Possible (3)	Moderate (3)	Moderate (5-9)	<ul style="list-style-type: none"> <li>• Engagement of an independent Superintendent to assist with project administration.</li> <li>• Engagement of design consultants to assist with the delivery of the project during the construction phase of delivery.</li> </ul>

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 Tender Evaluation Panel’s recommendation, as provided in Confidential Attachment 1, and approves the award of a contract to Tenderer 1 for the tendered works under Request for Tender 29.25 – Stage 2 Onslow Streetscape for the total contract price of \$15,880,030.41 (excluding GST), inclusive of all preliminaries, materials, labour and deliverables;
2. Authorises the Chief Executive Officer to negotiate and execute a contract with Tenderer 1 for the tendered works under Request for Tender 29.25 – Stage 2 Onslow Streetscape.

<b>Council Decision</b>	<b>019/2026</b>
<b>Moved</b>	<b>Cr L Rumble JP</b>
<b>Seconded</b>	<b>Cr B Noone</b>

**That Council:**

1. **Accepts the Tender Evaluation Panel’s recommendation, as provided in Confidential Attachment 1, and approves the award of a contract to Tenderer 1 for the tendered works under Request for Tender 29.25 – Stage 2 Onslow Streetscape for the total contract price of \$15,880,030.41 (excluding GST), inclusive of all preliminaries, materials, labour and deliverables;**
2. **Authorises the Chief Executive Officer to negotiate and execute a contract with Tenderer 1 for the tendered works under Request for Tender 29.25 – Stage 2 Onslow Streetscape.**

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

**Against: Nil**

**Carried 9/0**

## 16 Councillor Agenda Items / Notices of Motion

Nil

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

Nil

## 18 Confidential Matters

**Council Decision**                      **020/2026**

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

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

**That Council move behind closed doors at 1:38pm, pursuant to clause 6.2 of the *Shire of Ashburton Standing Orders Local Law 2012* to consider the following confidential items.**

### **8.1 Wittenoom Claims Update**

**Pursuant to sub section 5.23(4)(b) of the *Local Government Act 1995* which provides:**

**(b) information relating to the personal affairs of an individual**

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

**Against:              Nil**

**Carried 9/0**

**Audit, Risk and Improvement Committee Meeting held on 10 February 2026**

**ARI.5 Wittenoom Claims Update**

<b>File Reference</b>	LS34
<b>Applicant or Proponent(s)</b>	Not Applicable
<b>Author</b>	D Kennedy, Director Corporate Services
<b>Authorising Officer</b>	K Woodward, Chief Executive Officer
<b>Previous Meeting Reference</b>	Audit and Risk Committee Meeting – 19 August 2025 – Item 8.2
<b>Disclosure(s) of interest</b>	Author – Nil
	Authorising Officer – Nil
<b>Attachments</b>	Nil

**Reason for Confidentiality**

<b>Section under the Act</b>	<i>This matter is to be considered behind closed doors pursuant to s.5.23(2)(b) of the Local Government Act 1995 as the subject matter relates to:</i>
<b>Sub-clause and Reason:</b>	<i>“s.5.23(2)(b) the personal affairs of any person.”</i>

**Report Purpose**

This item provides a summary of open, resolved, and new claims since the last Wittenoom claims update which was provided to the Audit , Risk and Improvement Committee (ARIC) on 19 August 2025.

The ARIC is requested to receive the Wittenoom claims update.

<b>Council Decision</b>	<b>021/2026</b>
<b>Moved</b>	<b>Cr L Rumble JP</b>
<b>Seconded</b>	<b>Cr T Fox</b>
<b>That the Audit and Risk Management Committee recommends to Council that the Wittenoom Claims update be received.</b>	
<b>For:</b>	<b>A Smith, A Sullivan, R de Pledge, K White, T Fox, L Rumble JP, K Day, B Noone and C Rogers</b>
<b>Against:</b>	<b>Nil</b>
<b>Carried 9/0</b>	

**Council Decision**            **022/2026**

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

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

**That Council re-open the meeting to the public at 1:39pm.**

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

**Against:**            **Nil**

**Carried 9/0**

## **19    Next Meeting**

The next Ordinary Council Meeting will be held at 1:00pm on Tuesday 17 March 2026 at Ashburton Hall, Ashburton Avenue, Paraburdoo.

## **20    Closure Of Meeting**

There being no further business, the Presiding Member closed the meeting at 1:40pm.