Published Minutes

Ordinary Council Meeting

Tuesday, 15 October 2024

Date:	Tuesday 15 October 2024
Time:	2:00pm
Location:	Ashburton Hall, Ashburton Avenue, Paraburdoo
Distribution Date:	Friday 18 October 2024

Shire of Ashburton
Ordinary Council Meeting

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



K Donohoe
Chief Executive Officer
18 October 2024

These minutes were confirmed by Council as a true and accurate record of proceedings at the Ordinary Council Meeting held on Tuesday, 15 October 2024.

Presiding Member 

Date **19/11/2024**

Disclaimer

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

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1 Declaration Of Opening

The Presiding Member declared the meeting open at 2:00pm.

Please ensure your mobile phones are turned off or set to silent for the duration of the meeting. We will be testing the live streaming and audio recording systems today. Please remember to use your microphones when speaking.

Council meetings are public, and any information you provide may be recorded and could be publicly accessible.

Please note that the Council Chambers do not operate under Parliamentary Privilege. Elected Members and staff may be held personally liable for any defamatory comments or breaches of confidentiality.

Statements made during Council meetings are solely the views of the individual speaker. Comments cannot be attributed to the Shire unless formally adopted by a resolution of the Council.

Elected Members and employees must disclose any financial, proximity, or partiality interests related to agenda items. This declaration should be made at the start of the meeting or, at the latest, prior to the item being discussed. Disclosures must comply with the Local Government Act 1995.

Elected Members who disclose a financial or proximity interest must refrain from participating in discussions related to that interest and must leave the meeting during that item.

The confirmed minutes of a Council meeting serve as the official record.

Recordings of Council meetings must not be copied, republished, or reproduced without the express permission of the Shire.

1.1 Acknowledgement Of Country

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

2 Announcement Of Visitors

Nil

3 Attendance

3.1 Present

Elected Members:	SP A Smith	Shire President
	Cr K White	Deputy Shire President, Onslow Ward
	Cr L Rumble JP	Paraburdoo Ward
	Cr A Sullivan	Paraburdoo Ward
	Cr M Lynch	Tom Price Ward
	Cr B Healy	Tom Price Ward
	Cr R Kapor	Tom Price Ward
Employees:	K Donohoe	Chief Executive Officer
	J Sangster	Deputy Chief Executive Officer
	C McGurk	Director Community Development
	D Kennedy	Director Corporate Services
	G Harris	Director Infrastructure Services
	R Wright	Executive Manager Land, Property and Regulatory Services
	M Younger	Manager Information Communication and Technology
	A Johnston	Manager Media and Communications
	L Batten	Manager Facilities
	R Marlborough	Acting Manager Governance
	A Furfaro	Acting Senior Governance Officer
	B Van Rensburg	Council Support Officer
	L Formentin	Facilities Officer
	C Walker	Environmental Health Support Officer
	Charitha Iran	ITC Systems Officer
Guests:	Nil	
Members of Public:	There were 16 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

Cr R De Pledge Ashburton-Tablelands Ward From 1 September 2024 to 31 October 2024

4 Question Time

4.1 Response To Previous Public Questions Taken On Notice

Nil

4.2 Public Question Time

Name: Clodagh Scanlon - Paraburdoo

Question: Would it be possible to get child friendly picnic benches beside or in the playgrounds. The ones we have are adult sized and the kids always fall or drop their food. The locations are the train park, the park at the oval and the park by the skate park/new pump track in Paraburdoo.

Kid sized tables in these areas would be great. The Train park would be a good start as there is space in the enclosed area beside the adult size bench.

Just a suggestion, myself and some mums were talking and think it would be a great idea.

Response: Thank you for your suggestion on children friendly picnic tables for the Paraburdoo parks, Shire officers will investigate the options and present to Council for budget considerations.

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 Presiding Member requested the Chief Executive Officer to read aloud the following correspondence from the Department of Local Government, Sport and Cultural Industries and noted each Councillor had been provided a copy.

Department of
Local Government, Sport
and Cultural Industries

Our ref AB1-7-2024-25; E24159532
Enquiries Dale Martin
Phone Email (08)legislation@dlgsc.wa.gov.au 6552 1530

Mr Kenn Donohoe
Chief Executive Officer
Shire of Ashburton

Email: governance@ashburton.wa.gov.au

Dear Mr Donohoe

I refer to your correspondence dated 9 October 2024 and advise that, in accordance with the authority delegated by the Minister for Local Government, I have approved your application, under section 5.69(3) of the *Local Government Act 1995* (the Act).

RECOMMENDATION

It is recommended that approval be granted under section 5.69(3)(a) of the Act to allow disclosing members Cr Healy, Cr Kapor, Cr Lynch and President Smith to participate and vote on the following item at the Shire's Ordinary Council Meeting on 15 October 2024.

15.1 SPORTS OVAL LIGHTING UPGRADES - PETER SUTHERLAND OVAL, PARABURDOO AND CLEM THOMPSON OVAL, TOM PRICE

Subject to the following conditions:

1. *The approval is only valid for the 15 October 2024 Ordinary Council Meeting when agenda item 15.1 is considered;*
2. *The abovementioned councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;*
3. *The Chief Executive Officer (CEO) is to provide a copy of the Department of Local Government, Sport and Cultural Industries (DLGSC) letter of approval to the abovementioned councillors;*
4. *The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;*
5. *The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the DLGSC, to allow the DLGSC to verify compliance with the conditions of this approval; and*
6. *The approval granted is based solely on the interests disclosed by the abovementioned councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.*

Should you require further information in relation to this matter, please contact Dale Martin, Senior Legislation Officer, via the details provided above.

Yours sincerely

TOM GRIFFITHS
EXECUTIVE DIRECTOR – LOCAL GOVERNMENT
14 October 2024

The following declarations of interest are disclosed –

15.1 Sports Oval Lighting Upgrades - Peter Sutherland Oval, Paraburdoo and Clem Thompson Oval, Tom Price	
Name	A Smith
Nature of interest	Direct Financial
Interest description	My husband is an employee of Rio Tinto and holds shares exceeding the prescribed threshold. As a small business owner, I also maintain professional relationships with Rio Tinto. My husband's employment with Rio Tinto provides us with subsidised housing and utilities, which I also benefit from. Additionally, my small business, "Mari Makan", has provided catering services for Rio Tinto.
Name	Cr B Healy
Nature of interest	Direct Financial
Interest description	My partner works for Rio Tinto and receives an allowance under the HSP entitlements. We do not reside in a Rio Tinto owned property. My partner does not own shares exceeding the set amount
Name	Cr R Kapor
Nature of interest	Indirect Financial
Interest description	My husband is employed by Rio Tinto. My family and I reside in Rio Tinto owned housing and benefit from subsidised rent and utilities.
Name	Cr M Lynch
Nature of interest	Indirect Financial
Interest description	I am an employee and tenant of Rio Tinto. I am paid a salary by Pilbara Iron
Name	Cr L Rumble JP
Nature of interest	Direct Financial
Interest description	I am a shareholder of Rio Tinto and have greater value of $10 000.00 this is part of my retirement fund. I am an elected Member of Council and a Rate payer and like to have a voice in the meeting for the people of Paraburdoo Community
Name	Cr A Sullivan
Nature of interest	Direct Financial
Interest description	I and my husband hold shares above the prescribed amount. I and my husband live in subsidised housing provided by Rio Tinto. I and my husband are employees of Rio Tinto.

15.2 Request for Tender 20.24 - Construction of Ocean View Caravan Park and ANZAC Park	
Name	Cr M Lynch
Nature of interest	Impartiality
Interest description	My wife, Renae Lynch is the Senior Procurement Officer for the Shire. The Senior Procurement Officer ensures all processes and procedures required to ensure a compliant tender process together with a fair and equitable evaluation of Ashburton.

6 Announcements By The Presiding Member And Councillors Without Discussion

Nil

7 Petitions / Deputations / Presentations

7.1 Petitions

Nil

7.2 Deputations

Item 12.3 - Policy Review – Trading in Public Places

Sergeant REYNOLDS (Paraburdoo Police Station) disposition for the Trading Zone Agenda for today's Council Meeting. Presented by Constable Jess SMITH

I would like to address the trading zone agenda with the Shire of Ashburton in relation to pedestrian safety and traffic matters at the Paraburdoo Shopping Centre.

The current zone at the southern end of the south car park provides trading directly to the footpath and wide verge. There is ample marked parking for customers and ample wide street parking for tourists with caravans. The current zone also allows for local residents to access the shopping mall from the north car park unhindered by tourists and customers accessing the food vans. Pedestrians can access the food vans via footpaths within the car park and along Ashburton Avenue. These footpaths are of good condition and provide safety for the customers. The tables and chairs on the verge provide a safe place for customers, including young children, to sit and enjoy their purchases.

If the trading zone is moved to the north car park I see the following safety concerns:

- The north car park has faded parking lines. Without clear parking bays, customers would be confused as to where they are allowed to park. This issue increases with tourists towing caravans. Not knowing the area, and with no clear parking bays, the risk of drivers parking dangerously and haphazardly increases. I would suggest the entire car park would require maintenance and all parking bay lines to be repainted.

- Unsafe blind spot in the front of the childcare centre, swimming pool and bowling club. With traders' cars and vans parked in the north car park, patrons egressing the childcare centre, swimming pool and bowling club, would encounter a obstructed view of on coming traffic travelling through the car park.
- Increased tourist traffic within the townsite. Tourists towing caravans and wanting to patronise the food vans would be forced to drive passed the new bike tracks and dog park. Increasing the risk to safety is the fact that the driver is unfamiliar with the surroundings and is distracted by looking for where the vans are and not the children in and around the parks.
- Traders could be forced to park contra flow of traffic near the child care centre, swimming pool and bowling club. For customers to access the vans from the footpath or verge where the serving side is on the driver's side, the trader would need to drive contra flow in front of these services. With young children accessing the centres, there is an increased risk to their safety.

7.3 Presentations

Nil

8 Applications for Leave of Absence

Leave of Absence

Procedural Motion

Moved **Cr R Kapor**

Seconded **Cr K White**

That Council approve the request for Leave of Absence, for Cr M Gallanagh of Pannawonica Ward for the period from 15 October 2024 to 15 October 2024 inclusive.

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

9 En Bloc Council Resolutions

9.1 Agenda Items Adopted En Bloc

Council adopted the following items en bloc:

10.1.1 Minutes Of The Ordinary Council Meeting Held On 17 September 2024

10.2.1 Minutes Of The Economic And Tourism Development Committee

10.2.2 Minutes Of The Community Grants Committee Meeting Held On 17 September 2024 Meeting Held On 17 September 2024

10.2.3 Minutes Of The Chief Executive Officer's Recruitment and Performance Review Committee Meeting Held On 17 September 2024

10 Confirmation Of Minutes

10.1 Confirmation Of Council Minutes

10.1.1 Minutes Of The Ordinary Council Meeting Held On 17 September 2024

Council Decision **191/2024**

Moved **Cr B Healy**

Seconded **Cr L Rumble JP**

That the Minutes of the Ordinary Council Meeting held 17 September 2024 (Item 10.1.1 Attachment 1) be confirmed as a true and accurate record.

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

Resolved en bloc

10.2 Receipt Of Committee And Other Minutes

10.2.1 Minutes Of The Economic And Tourism Development Committee Meeting Held On 17 September 2024

Council Decision **192/2024**

Moved **Cr B Healy**

Seconded **Cr L Rumble JP**

That the Minutes of the Economic And Tourism Development Committee Meeting held 17 September 2024 (Item 10.2.1 Attachment 1) be received.

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

Resolved en bloc

10.2.2 Minutes Of The Community Grants Committee Meeting Held On 17 September 2024

Council Decision	**193/2024**
Moved	**Cr B Healy**
Seconded	**Cr L Rumble JP**

That the Minutes of the Community Grants Committee Meeting held 17 September 2024 (Item 10.2.2 Attachment 1) be received.

For:	**A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**
Against:	**Nil**

Carried 7/0

Resolved en bloc

10.2.3 Minutes Of The Chief Executive Officer's Recruitment and Performance Review Committee Meeting Held On 17 September 2024

Council Decision	**194/2024**
Moved	**Cr B Healy**
Seconded	**Cr L Rumble JP**

That the Minutes of the Chief Executive Officer's Recruitment and Performance Review Committee Meeting held 17 September 2024 (Item 10.2.3 Attachment 1) be received.

For:	**A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**
Against:	**Nil**

Carried 7/0

Resolved en bloc

11 Recommendations From Committee

Nil

12 Office of the Chief Executive Officer Reports12.1 Patient Transfer Station - Onslow Airport

File Reference	TT06
Applicant or Proponent(s)	Not Applicable
Author	M Walsh, Manager Airport Services
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. PTS Onslow Airport - Concept & Estimate of Cost

Report Purpose

This report seeks Council's approval to pursue funding opportunities for the development of a Passenger Transfer Station (PTS) at the Onslow Airport.

Council is requested to authorize the submission of funding applications as they become available and to commit to contributing 10% of the project costs, up to a maximum of $120,000, if a funding application is successful

Background

In late 2022, volunteers from the St John Ambulance (SJA) Onslow Committee met with the Chief Executive Officer and the Manager of Airport Services (MAS) to identify the need for a Patient Transfer Station (PTS) at Onslow Airport.

The PTS was recognised as a critical facility that would not only benefit SJA and the Onslow community but also local essential service organisations, resource companies, the Royal Flying Doctor Service (RFDS), and WA Health Services. It should also be noted that, SJA have advised they are not eligible to apply for this funding directly.

Onslow Airport plays a pivotal role in serving the medical needs of the town of Onslow particularly in the critical task of transferring patients from ambulances to medical aircraft. In 2023, the airport facilitated 76 such transfers, highlighting the demand for a dedicated PTS. The number of medical patient transfers at Onslow Airport has been steadily increasing, further underscoring the need for a secure, efficient, and specialised facility. The proposed PTS will include a weatherproof, secure space with dedicated areas for medical personnel, integration with airport infrastructure, and privacy measures to protect patient confidentiality.

The facility would significantly improve the efficiency and speed of patient transfers from ambulances to medical aircraft, enhance the safety and comfort of patients and paramedics during the process, and reduce the strain on the airport, and medical staff involved in these critical operations.

In addition to its benefits for SJA, the PTS would serve a broader purpose by supporting various stakeholders, including local resource companies, the RFDS and WA Health Services. Given its wide-reaching impact, the facility should not solely be considered an SJA asset but rather a vital community resource. As such, it would be appropriate for the PTS to be a Shire-owned facility, ensuring that it is maintained and available to serve the entire community.

The Shire's involvement would guarantee that the PTS remains a long-term, sustainable asset, enhancing the overall health infrastructure of the town. By taking the lead on this project, the Shire can secure funding, coordinate stakeholders, and ensure the facility is equipped to meet the evolving needs of the community.

Comments

Grant opportunities have varying eligibility criteria and co-funding requirements, with most requiring a financial contribution that can differ between grants. If the Shire is unable to fully meet the co-funding obligations for a specific grant, it would be necessary to secure additional support from stakeholders and other organizations to cover the remaining amount. Without such support, the application may not be able to proceed unless the grant allows for third-party contributions to address any funding shortfall.

Patient Transfer Facility – Estimated Cost

The total cost for the facility has been estimated at $1,101,454, which includes a 'regional cost premium' and contingency. An architectural brief for the facility, including estimated costs, design, and architectural drawings, can be found in Attachment 1.

It is proposed that the facility be located on the new Western General Aviation Apron, providing a safer, less congested environment away from the busy operations of the existing General Aviation (service) apron, where fuel facilities and helicopter operations are located.

The building will remain an asset of the Shire with the airport budget covering all major maintenance, preventive maintenance programs, insurance, and utilities. The building will be provided as a vacant, fit-for-purpose facility, with furniture, medical equipment, and other necessary items to be supplied by the organizations intending to use the space.

Once the project is completed, officers will engage with the essential services that plan to use the facility to establish usage agreements and coordinate internal operational arrangements, including cleaning and general maintenance of the facility.

Summary

This project aligns with the Shire's strategic goals of enhancing infrastructure and supporting critical services. The need for this facility has been identified as essential, providing a private, comfortable environment where patients can be transferred via air medical services. It would significantly benefit the community by ensuring safe, dignified, and efficient patient handling.

Consultation

Chief Executive Officer
St John Ambulance – Onslow Committee
Royal Flying Doctors
STEA Astute Architects
Aerodrome Management Services

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	3.2 Aviation transport opportunities for the community
Strategy	2 Focus on, and deliver, safe and enhanced services and facilities.

Council Policy

Council Policy – Authority to Apply for Grants provides the Chief Executive Officer authority to apply for grants where the purpose of the grant aligns with the Shire's Strategic Community Plan. The policy doesn't authorise the Chief Executive Officer to accept grants/subsidies where the project is not provided for in the current Annual Budget.

Council Policy – Asset Management requires the Shire to consider, prior to new infrastructure works, the life cycle cost of the asset (including capital, maintenance, operating and renewal costs).

Council Policy – Purchasing and Procurement provides the framework for any local government procurement of goods and services.

Financial Implications

Current Financial Year

Nil – If grant funding is successful it is anticipated that this project would be delivered in 2025/26.

Future Financial Year(s)

This project has not previously been identified in the Shire's Long Term Financial Plan, however, will be included at the next review if Council support officers in seeking up to 90% of funding through grants and stakeholder contributions..

As an essential community facility, and an airport asset it is expected that the Shire of Ashburton will cover the costs of utilities, insurance, and any major repairs or works. Once the Patient Transfer Station (PTS) is up and running, the ongoing financial impact is anticipated to be in the region of $25,000 which will need to be incorporated into the Airport Operational budget.

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)	Impact of External Partnerships The inability to provide a proper facility may be seen as a failure to meet modern healthcare standards.	Possible (3)	Minor (2)	Moderate (5-9)	Regular updates to stakeholders
Reputation (social/community)	Loss of community Trust. The lack of adequate infrastructure for safe and dignified patient transfers could damage the reputation of both the airport and the medical services involved	Possible (3)	Moderate (3)	Moderate (5-9)	Proceed with the funding application

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium. The risk is acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring.

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the Patient Transfer Station – Onslow Airport, Council,

1. Authorises the Chief Executive Officer to investigate and source funding opportunities for the development of a Passenger Transfer Station (PTS) at the Onslow Airport;
2. Subject to the grant funding application being successful, add the Patient Transfer Station project to the Shire's Long Term Financial Plan for completion in 2025/26; and
3. Subject to the grant funding application being successful, considers for inclusion an amount of up to $120,000 in the 2025/26 Municipal Budget.

Alternative Recommendation

That with respect to the Patient Transfer Station – Onslow Airport, Council,

1. Authorises the Chief Executive Officer to investigate and source funding opportunities for the development of a Passenger Transfer Station (PTS) at the Onslow Airport;
2. Subject to the grant funding application being successful, add the Patient Transfer Station project to the Shire's Long Term Financial Plan for completion in 2025/26; and
3. Subject to the grant funding application being successful, considers for inclusion an amount of up to $120,000 in the 2025/26 Municipal Budget.
4. Subject to final approval, council requests a further report confirming comprising comprehensive business case that includes detailed costing for the Patient Transfer Station's operational, ongoing maintenance, and renewal expenses, ensuring that these costs are reflected in future budgets.

Council Decision **195/2024**

Moved **Cr B Healy**

Seconded **Cr R Kapor**

That with respect to the Patient Transfer Station – Onslow Airport, Council,

1. **Authorises the Chief Executive Officer to investigate and source funding opportunities for the development of a Passenger Transfer Station (PTS) at the Onslow Airport;**
2. **Subject to the grant funding application being successful, add the Patient Transfer Station project to the Shire's Long Term Financial Plan for completion in 2025/26; and**
3. **Subject to the grant funding application being successful, considers for inclusion an amount of up to $120,000 in the 2025/26 Municipal Budget.**
4. **Subject to final approval, council requests a further report confirming comprising comprehensive business case that includes detailed costing for the Patient Transfer Station's operational, ongoing maintenance, and renewal expenses, ensuring that these costs are reflected in future budgets.**

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

Reason for change:

To provide business case and ensure Council considers appropriate budget allocation.

12.2 Drone Coastal Survey Project

File Reference	EM03
Applicant or Proponent(s)	Not Applicable
Author	P Kuhne, Manager Regulatory Services
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Report Purpose

Council is required to consider the information provided in this report.

The purpose of this report is to inform Council of a proposal to collaborate with the Department of Transport on a coastal survey project using drone technology.

Council is requested to support the project proposed in this report.

Background

The Western Australian coastline is an asset critical to coastal communities and the economy and stewardship is a shared responsibility between all levels of government, public and private organisations, community groups and individuals.

The issue is that as climate change becomes warmer and more variable and the ocean responds to these changes, Western Australia's coastal infrastructure and communities are being exposed to heightened levels of storm surge increasing the frequency and severity of coastal inundation and erosion.

To address local government concerns for shoreline erosion and coastal inundation risk, an effective strategy needs to be put in place. This solution needs to consider the ongoing monitoring of erodible foreshores at the local 'beach' level and be based on sound and effective data acquisition techniques to track changes to the coastal terrain and inform the current and future interaction between our valuable coast and complex coastal processes in a changing climate.

The aim of the project is to fill a major informational gap by providing high-resolution imagery and digital elevation data of the intra-annual changes of the coastal terrain, at the beach level, upon which correlations with the local weather conditions and oceanographic state can be devised.

The capture data will be the foundation of a strategic identification of at-risk areas leading to the setup of an effective risk management strategy, incorporating planning and development, and mitigation of extreme events through full prevention, preparedness, response, and recovery spectrum.

Comments

Dr Michael Meuleners is a Project Manager Coastal Engineer with the Department of Transport's maritime area. Dr Meuleners is proposing a statewide project partnering with local government who have coastal frontage and other stakeholders to undertake a longitudinal study of coastal impacts from natural disasters, climate change and ocean action on coastal areas.

Currently there is insufficient data in WA on coastal damage over time that can accurately inform appropriate mitigation strategies to protect vulnerable coastal communities.

There is funding available for this type of project from the National Emergency Management Agency (NEMA) through the Disaster Ready Funding Program (DRF).

The project proposal is based on a collaborative approach between the Department of Transport, local government and identified participants. The basis of the project is:

1. The project will be managed by the Department of Transport who will provide the appropriate drone technology, technical support, and training.
2. Local Government will own the drone technology and be able to utilise it for its own projects on the condition the Shire completes a nominated coastal survey flight twice a year to collect data for the Department of Transport.
3. Engage with Aboriginal Ranger groups to assist and gain training in drone technology where they exist. Chevron Sea Rangers has been nominated as a possible partnering group.

The benefits of engaging in this program are:

1. The collection of data not only for the State, but for the Shire to assist with informing more appropriate coastal mitigation strategies, such as Coastal Hazard Risk Management and Adaption Planning and other similar studies. The data will provide evidence for external funding applications to identify control measures.
2. The Shire will own and have access to drone technology paid for by external funds.
3. Technical support and training will be provided by the Department of Transport to Shire staff to develop capacity and capability in drone use.
4. When not required for two flights per year by the Department of Transport, Council can use the drone technology for its own activities in relation to mapping, planning, compliance and other appropriate work.
5. Council may consider contributing funds to the application or in kind contributions, but the majority of the cost will be covered by the funding application.
6. Provided training opportunities to groups like the Sea Rangers and supports their environmental work.

Consultation

Shire staff have:

1. Met with Dr Meuleners to discuss the project on 15 August and 29 September 2024.
2. Advised Chevron Sea Rangers of the project proposal and connected them with Dr Meuleners.

No further engagement has occurred at this stage.

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)

It is the Shire's understanding that all training, servicing of the drone and replacement of drones will be the responsibility of the Department of Transport from discussions to date.

The Shire may consider a financial and/or in-kind co-contribution of $50 000.00 to support the project's Disaster Ready Fund application and an increased amount from the funding provider in the 2025-2026 financial year.

Legislative Implications

Emergency Management Act 2005. Supporting Council's obligation for disaster preparedness and risk management.

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Natural environment	Council not supporting emergency management projects that contribute to data collection to accurately inform mitigation projects for vulnerable coastal areas that may be impacted by natural disasters and climate change.	Possible (3)	Minor (2)	Moderate (5-9)	Engage with the Department of Transport project to gather data to inform future coastal mitigation strategies.

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

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the request from the Department of Transport to engage in a partnership to implement a Drone Coastal Survey Project using drone technology funded under a Disaster Ready Funding program, Council, authorises the Chief Executive Officer to:

1. Engage with the Department of Transport to develop a collaborative funding application to obtain drone technology for the Shire of Ashburton;
2. Support the Department of Transport's drone coastal survey project within the district;
3. Develop the Shire of Ashburton's drone capacity and capability; and
4. If the collaborative funding application is successful, negotiate a usage and maintenance agreement with the Department of Transport for the supplied drone technology.

Council Decision **196/2024**

Moved **Cr M Lynch**

Seconded **Cr B Healy**

That with respect to the request from the Department of Transport to engage in a partnership to implement a Drone Coastal Survey Project using drone technology funded under a Disaster Ready Funding program, Council, authorises the Chief Executive Officer to:

1. **Engage with the Department of Transport to develop a collaborative funding application to obtain drone technology for the Shire of Ashburton;**
2. **Support the Department of Transport's drone coastal survey project within the district;**
3. **Develop the Shire of Ashburton's drone capacity and capability; and**
4. **If the collaborative funding application is successful, negotiate a usage and maintenance agreement with the Department of Transport for the supplied drone technology.**

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

12.3 Policy Review - Trading in Public Places

File Reference	LE30
Applicant or Proponent(s)	Not Applicable
Author	P Kuhne, Manager Regulatory Services
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Current Council Policy - Trading in Public Places 2. Survey Summary - Trading in Public Places 3. Council Policy - Trading In Public Places - Review Document 4. Mobile Trading Locations 5. Mobile Trading Guidelines

Report Purpose

Council is required to consider a review of Council Policy – Trading in Public Places.

The purpose of this report is to present to Council for consideration the outcome of a review of Council Policy – Trading in Public Places, following a targeted community survey and the recent elected member briefing and workshop.

Council is requested to consider and formally endorse:

- the amendments to Council Policy – Trading in Public Places, as provided and detailed at attachment 3; and
- the Mobile Trading Locations and the Mobile Trading Guidelines documents, as provided at attachments 4 and 5, respectively.

Background

Council Policy – Trading in Public Places was adopted by Council at the meeting held 14 February 2023, *Council resolution 019/2023* refers. A copy of this current policy is provided at attachment 1.

Following concerns, Council were provided a presentation at the briefing session about the operability of the current Trading in Public Places policy on 16 July 2024. Following this briefing, a workshop was held with Council on 17 September 2024 to consider strategies for a more effective policy framework.

After the initial briefing and workshop, a targeted survey was distributed to existing mobile trading businesses, sporting and not-for profit community groups. A summary of the survey undertaken is provided for Council's information at attachment 2.

Comments

Following the consultation undertaken the current policy was internally reviewed to consider corrections to reduce inconsistencies and a framework was developed to support the proposed policy amendments, with new trading locations and trading guidelines being prepared.

The review also considered the increased activity and diversity of mobile and itinerant traders visiting the Shire to provide services and relevant compliance issues. Mobile and itinerant trading is supported by the Council's corporate strategy to provide these types of services to the community, where they don't exist and to manage their activities to ensure fair commercial trading in each location.

The following is a summary of the proposed amendments to the policy, which are mostly administrative in nature:

1. Removal of trading zone locations, placed into a separate supporting document.
2. Objectives re-arranged in order of priority with the first being community safety and the second being compliant with local laws.
3. The Scope was rewritten.
4. Definition between mobile and itinerant trading and operating under an event application is made clear.
5. Shire Fees and Charges figures were removed and replaced with a link to the Shire website.
6. 'Alfresco Dining' was removed and replaced with a small allocation of chairs and tables for customers to wait for their produce before moving on.
7. A nominal 50 metre exclusion zone for mobile and itinerant traders was added where direct competition is determined.
8. Definitions in the policy were expanded to provide clarity and understanding.
9. The new supporting document, Mobile Trading Guidelines is now referenced in the amended policy.
10. The new Mobile Trading Locations document is now referenced in the amended policy.

A copy of the amended policy using track changes is provided in full for Council's information at attachment 3.

For information, copies of the new Mobile Trading Locations and Mobile Trading Guidelines, are provided for consideration at attachments 4 and 5, respectively.

Endorsing the proposed policy amendments together with the supporting location and guidelines documents will ensure Council facilitates mobile and itinerant trading safely and fairly across the Shire and that compliance can be managed effectively.

Consultation

Consultation has occurred, as follows:

- Targeted survey distributed to existing mobile trading businesses, sporting, and not-for profit community groups.
- Council Briefing 16 July 2024.
- Council Workshop 17 September 2024.

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 – Trading in Public Places

Financial Implications

Current Financial Year

Minor works have been undertaken at the trading location at the corner of Mine Road and Doradeen Road, Tom Price to supress dust and increase safety, with bollards to be installed in the coming months. The cost of these works have been contained in the current budget.

The Shire receives annual income from trading fees in accordance with its Fees & Charges schedule.

Future Financial Year(s)

A budget allocation may be sought each financial year to:

1. install appropriate trading zone signage;
2. mark designated trading zones; and
3. ensure trading zones are safe for the community and serviceable for the businesses that may use them.

Legislative Implications

In accordance with section 2.7 of the *Local Government Act 1995,* Council is responsible for determining the local government's policies.

The *Shire of Ashburton Public Places and Local Government Property Local Law 2023* governs where mobile trading is undertaken and how it is set up on local government property.

The *Shire of Ashburton Parking and Parking Facilities Local Law 2013 g*overns parking associated with mobile trading.

The *Shire of Ashburton Health Local Law 2013 g*overns the servicing of food and hygiene requirements.

Food Act 2008

Provides legislative direction on service of food and associated hygiene requirements.

Fair Trading Act 2010

Provides legislative direction on fair trading.

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Interruption to service	Council through their Corporate Strategy encourages mobile and itinerant trading to provide services to the community which this policy provides direction on. Without this policy and associated documents, it may disrupt service provision to the community, impact quality of life and local fixed business operations.	Possible (3)	Moderate (3)	Moderate (5-9)	1. Council Policy – Trading in Public Places in place to provide strategic direction. 2. Mobile Trading i Guidelines to support mobile and itinerant trading activities. 3. Trading Locations documents to manage trading and event zones. 4. Define physical trading zones through signage and appropriate marking

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

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to the Council Policy -Trading in Public Places, Council endorses

1. the amended Trading in Public Places policy, as provided and detailed at Attachment 3; and
2. the Mobile Trading Locations and Mobile Trading Guidelines, as provided and detailed at Attachments 4 and 5, respectively.

Alternative Recommendation

1. the amended Trading in Public Places policy, as provided and detailed at attachment 3 with the following changes:
    a. Any alfresco dining associated with a trading activity is limited to a maximum of three tables with four chairs per table. The chairs and tables are not to obstruct throughfares or cause damage to the grassed and reticulated areas.
2. the Mobile Trading Location and Mobile Trading Guidelines, as provided and detailed at Attachments 4 and 5, respectively with the following changes:
    a. The addition of an event trading zone to the right of the Paraburdoo shopping precinct in the additional lane. A clearway provision through the open trader zone in the Paraburdoo rear carpark to allow the safe flow of traffic through the single lane road to Anzac Road, with an extension of this open trading zone down to the southern curb.

Council Decision **197/2024**

Moved **Cr A Sullivan**

Seconded **Cr B Healy**

1. **the amended Trading in Public Places policy, as provided and detailed at attachment 3 with the following changes:**
    a. **Any alfresco dining associated with a trading activity is limited to a maximum of three tables with four chairs per table. The chairs and tables are not to obstruct throughfares or cause damage to the grassed and reticulated areas.**
2. **the Mobile Trading Location and Mobile Trading Guidelines, as provided and detailed at Attachments 4 and 5, respectively with the following changes:**
    a. **The addition of an event trading zone to the right of the Paraburdoo shopping precinct in the additional lane. A clearway provision through the open trader zone in the Paraburdoo rear carpark to allow the safe flow of traffic through the single lane road to Anzac Road, with an extension of this open trading zone down to the southern curb.**

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

Reason for Change:

- retain the ability for an approved trading activity to have a specified number of chairs and tables and ensure that the placement of tables and chairs does not obstruct or cause damage;
- support an event trading zone location in the additional lane adjacent to the Ashburton Hall (within the Paraburdoo shopping precinct); and
- for clearway to be applied to the extended open trading zone located within the rear carpark of the Paraburdoo shopping precinct to ensure the safe flow of traffic through the single lane road to Anzac Road.

13 Corporate Services Reports

13.1 Monthly Financial Statements - September 2024

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

Report Purpose

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

The purpose of this report is to present the Statement of Financial Activity for the month ended 30 September 2024.

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

Council Decision	**198/2024**
Moved	**Cr M Lynch**
Seconded	**Cr A Sullivan**

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

For:	**A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**
Against:	**Nil**

Carried 7/0

13.2 Monthly Schedule of Accounts Paid - September 2024

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

Report Purpose

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

The purpose of this report is to present the:

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

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 $
Municipal Fund	
Electronic Funds Transfers	6,703,628.95
BPay/Credit Cards	67,425.18
Cheques	0
Payroll	1,057,957.53
Bank Fees and Charges	2,907.62
Municipal Fund Total	**7,831,919.28**
Trust Fund	
Electronic Funds Transfers	0.00
Trust Fund Total	**0.00**

Payment Cards

Credit Cards	55,097.88
Fuel Cards – Ampol	5,626.81
Fuel Cards – Viva / Shell	8,061.53
Fuel Cards – Wex Motorpass	21.48
Taxi Cards – Cabcharge	1,269.52
Payment Cards Total	**70,077.22**

Consultation

Executive Leadership Team
Finance Team

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Nil

Financial Implications

Current Financial Year

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

Future Financial Year(s)

Nil

Legislative Implications

Local Government (Financial Management) Regulations 1996

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

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

Regulation 13A Payments by employees via purchasing cards.

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

Risk Management

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

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

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

Voting Requirements

Simple Majority

Officer Recommendation

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

Council Decision **199/2024**

Moved **Cr R Kapor**

Seconded **Cr A Sullivan**

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

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

13.3 Cloud Computing Strategy

File Reference	IT10
Applicant or Proponent(s)	Not Applicable
Author	M Younger, Manager Information Services
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Cloud Computing Terminology

Report Purpose

The purpose of this report is to seek Council's endorsement and adoption of a Cloud Computing "First" Strategy.

Background

Cloud computing is often seen as a metaphor for the internet, providing a scalable way to store and access data and applications via online services. Rather than being a new technology, cloud computing is a modern approach to delivering computing resources. It offers a pre-built Information Technology (IT) infrastructure, including the necessary software and processes, which is managed and maintained by the cloud service provider on behalf of an organisation. This model allows organisations to access the technology they need without the need to manage or invest in physical hardware, making it a flexible and cost-effective solution.

Cloud computing is transforming how technology is acquired. Various secure options are available for procuring cloud services, including infrastructure, platforms, and applications provided by cloud vendors as online services. Consequently, cloud computing offers a wide array of service options, with terminology explained in Attachment 1.

The Shire of Ashburton (Shire) has already commenced using some cloud technology, implementing systems such as the Library Management System (Spydus), Payroll (Definitiv), Office 365, EftSure (Creditor bank details verification), FreshService (ICT service desk), Alta Aware (CCTV management console), Attain (Governance), ChemaAlert, SafetyCulture and Pulse (HR).

However, the Shire has not yet established a formal position or strategy on cloud computing, and there has been no previous Council decision on this matter.

Comments

A "Cloud Computing First" strategy emphasises prioritising cloud computing solutions as a primary approach. This strategy acknowledges that cloud computing can significantly benefit the Shire by enhancing how users access applications and information. It is expected to transform operational processes, making them more efficient and adaptable to modern technological demands. The shift to cloud-based solutions is seen as a pivotal step in improving overall productivity, accessibility, and innovation within the organisation.

This strategic report offers a comprehensive overview of cloud computing, outlining its key concepts and benefits while also addressing the associated risks that need to be carefully evaluated. In addition to this foundational understanding, the report identifies the key business drivers that the Shire should consider when adopting cloud computing services, including:

Driver	Outcome
Cost Efficiency	• Reducing capital expenditures by minimizing the need for physical infrastructure and shifting to a more scalable, pay-as-you-go model.
Scalability and Flexibility	• Enabling the Shire to scale resources up or down based on demand, ensuring that the infrastructure meets current needs without over-provisioning.
Enhanced Accessibility	• Allowing users to access applications and data from anywhere with an internet connection, improving remote work capabilities and service delivery.
Innovation and Agility	• Facilitating faster deployment of new services and innovations, allowing the Shire to respond more quickly to changing needs and opportunities.
Security and Compliance	• Leveraging advanced security features and compliance tools offered by cloud providers to protect sensitive data and meet regulatory requirements.
Disaster Recovery and Business Continuity	• Providing robust disaster recovery options that ensure business continuity in the event of an unexpected disruption.

These drivers form the core rationale for why the Shire should consider embracing cloud computing as a strategic initiative.

Benefits of Cloud Computing

Cloud services offer the following business benefits for the Shire – the level of benefit will depend on the cloud model and services adopted.

Benefits	Detail
Scalability	• **Unconstrained Capacity**: Cloud computing offers scalable, flexible, and responsive capabilities that allow the Shire to adapt quickly to changes. • **Faster Responsiveness:** Enables quicker government service delivery, meeting the diverse needs of citizens, businesses, and other stakeholders, such as provisioning services within a single day. • **No Major Financial Commitments**: Scalability is achieved without the need for large investments in infrastructure purchase and maintenance. • **On-Demand Provisioning**: The ability to scale services based on demand helps manage data traffic spikes and reduces the time required to implement new services. Transitioning from legacy systems may involve data migration and change management challenges, which could temporarily slow down cloud adoption.
Efficiency	• **Reallocation of IT Activities**: The Shire can focus on strategic initiatives by reallocating operational IT tasks.

Benefits	Detail
	• **Innovation and Growth**: Enables the Shire to explore new and innovative applications, driving business and service delivery improvements. • **Feasibility of New Solutions**: Cloud services allow for the creation of solutions that were previously not technically or economically viable. • **Rapid Prototyping and Validation**: New approaches can be tested and validated more quickly and cost-effectively. • **De-Coupling Applications**: Applications can be separated from existing infrastructure, simplifying management and updates. • **Legacy System Rationalisation**: The Shire can rationalise or replace outdated systems with modern, efficient alternatives.
Cost Containment	• **Cost Model Modification**: The Shire can modify its cost model through cloud services and storage. • **On-Demand Services:** Services are available on demand without the need for significant infrastructure investments, operating on a pay-as-you-go basis. • **No High-Cost IT Equipment**: The Shire can test software solutions without capital investments, reducing upfront costs. • **Reduced Complexity and Costs**: Routine computing tasks and complex problems become less costly and easier to manage. • **Legacy System Replacement**: Replacing old systems with new cloud-based ones can lower support and maintenance expenses. • **Reduced Data Centre Demand**: Cloud adoption can decrease the need for data centre resources. • **Lower Carbon Footprint**: Potential reduction in the Shire's environmental impact through more efficient use of resources.
Flexibility	• **Faster Set-Up**: Cloud computing enables quicker deployment compared to traditional on-premise systems. • **No Additional Hardware or Software**: The Shire can transition to the cloud without needing to install new hardware or software. • **Remote Implementation**: Cloud services can be implemented remotely, offering convenience and efficiency. • **Access to Latest Technology**: Automatic updates provided by cloud providers ensure that the Shire always has access to the most current technology.
Availability	• **Optimised Network Performance**: Cloud software architectures are designed to maximise network performance, potentially offering better application availability than traditional on-premise solutions. • **Global Collaboration:** The flexibility and availability of shared information enables collaboration from anywhere in the world with an internet connection.
Resiliency	• **Reduced Risk of Failure:** Cloud environments are designed to be highly resilient, minimising the impact of individual node failures on overall system availability. • **Minimised Downtime:** The risk of downtime is reduced, ensuring continuous access to critical information and services.

Potential Issues

As cloud computing is essentially another method of implementing technology, many of the associated risks and issues are similar to those encountered with traditional IT systems. However, since the Shire's systems were originally designed to operate in a secure, controlled environment, it is crucial for the Shire to recognise and address the unique challenges that come with cloud computing. Depending on the specific cloud model adopted (e.g., public, private, hybrid), the Shire may need to understand and mitigate the following issues:

Issues	Explanation
Architecture	• **Impact on Business Design:** Transitioning to a cloud environment will require careful consideration of how cloud services will interface with and impact existing business systems. This necessitates a focus on business design and integration. • **Business Process Adaptation:** Before adopting cloud computing, the Shire must assess the potential impact on business processes and address any barriers to ensure a smooth transition.
Business Continuity	• **Internet Dependency:** Cloud services rely heavily on internet technologies, meaning any disruption in internet service could interrupt access to cloud services. • **Disaster Recovery Planning:** The Shire must have well-documented and thoroughly tested business continuity and disaster recovery plans to mitigate risks associated with service interruptions.
Funding Model	• **Shift from CAPEX to OPEX:** The pay-per-use model of cloud computing requires a shift in financial planning, where some IT capital expenses (CAPEX) will need to be reclassified as operating expenses (OPEX).
Legal & Regulatory	• **Legislative Requirements:** The Shire must comply with Australian legislative and regulatory requirements, including the *Archives Act 1983*, *Freedom of Information Act 1982*, and *State Records Act 2000*. • **Data Sovereignty:** Awareness of data sovereignty is crucial, ensuring that data is stored and processed in accordance with legal requirements.
Performance and Conformance	• **Service Level Guarantees:** The Shire must ensure that the cloud provider meets guaranteed service levels, especially in environments where multiple service providers are involved. • **Performance Issues:** Cloud services delivered via the internet may experience slower performance compared to on-premise solutions. • **Monitoring and Reporting:** Adequate monitoring and reporting mechanisms must be in place to track service performance. • **Service Provider Reliability:** The risk of a provider failing to meet agreed service levels must be managed.
Privacy	• **Confidential Information Risk:** The use of cloud services poses risks to confidential information, particularly in terms of third-party access, which could compromise the protection of intellectual property (IP) and personal data.
Reputation	• **Risk to Reputation:** A breach of privacy or security, or failure to deliver essential services due to inadequately addressed risks, could damage the Shire's reputation. This is a significant concern with cloud computing applications.

Issues	Explanation
Skills Requirements	• **Skill Shifts:** Transitioning to a cloud environment will reduce the demand for traditional hardware and system management skills but increase the need for roles such as business analysts, architects, portfolio managers, program managers, change managers, and vendor/contract managers.
Security	• **Limited Control Over Security:** In a cloud environment, the Shire may have limited ability to dictate specific security measures. However, the Shire remains ultimately responsible for the security of the information stored and processed in the cloud. It is crucial to ensure that the cloud service provider adheres to international information security standards, such as ISO 27001.
Service Provision	• **Provider Selection Criteria:** When choosing a cloud service provider, factors like reputation, history, and sustainability should be carefully evaluated. • **Data Portability:** The Shire should ensure that data portability is addressed, particularly in the event of provider failure or termination of service.

Standards	• **Open Standards and Interoperability:** To reduce the risk of vendor lock-in and ensure data portability, the Shire should adopt strategies that emphasise open standards, interoperability, and the use of commercial off-the-shelf products.
	  • Avoiding “Islands” of Technology: There is a risk of inadvertently creating isolated “islands” of cloud technologies that reduce interoperability across different cloud types and implementations.
	  • Provider Exit Strategy: If a cloud provider goes out of business, the Shire must have a plan to move its data, applications, and processes to another provider.

These issues highlight the importance of thorough planning, risk management, and strategic decision-making when considering cloud computing adoption for the Shire.

Options

The four strategic options for the future state of cloud computing at the Shire are:

- Option 1: Cloud Computing “First”;
- Option 2: Cloud as an option;
- Option 3: Cloud as an exception; and
- Option 4: Never use the cloud.

The above strategic options have been considered as per the following:

Option 1 – Cloud Computing “First”

Adopting a "Cloud Computing First" strategy means that the Shire is committed to prioritising cloud-based services, selecting them as the primary option whenever they demonstrate value for money and meet security requirements. This strategy involves:

- Investigating Cloud-Based Options First: For any new information and communication technology (ICT) initiatives or upgrades, cloud-based solutions should be the first choice.

- Considering On-Premise Solutions Only for Unique Requirements: On-premise options should only be pursued if there are unique business needs that cannot be met by cloud services.
- Maintaining Control and Visibility: Ensuring that cloud-based services provide the same level of control and visibility as traditional on-premise ICT services.

Pros:

- Faster Implementation: Cloud services can be deployed more quickly compared to traditional on-premise solutions.
- Reduced Infrastructure Costs: The need for future investments in IT infrastructure, such as servers, storage, and backup/recovery systems, is minimised.
- Lower Disaster Recovery Costs: The cost of establishing and maintaining a disaster recovery site is significantly reduced.
- Reduced Need for In-House IT Expertise: Since cloud services typically include support, upgrades, patches, and security, there is less need for in-house technical staff to manage these tasks.
- Scalability: Cloud services offer scalable computing power and storage, which can easily be adjusted as the Shire grows and expands.
- Accelerated Value Realisation: By evaluating and implementing secure cloud options first, the Shire can more quickly realise the benefits of Cloud Computing.

Cons:

- Not Everything Can Be Moved to the Cloud: Certain software, such as those requiring special hardware (e.g., AutoCad – Engineering Design software), may need to remain on-premise.
- Potential Misleading Cloud Services: Some services marketed as "Cloud" may not be true cloud solutions and could end up costing more rather than saving money. Additionally, concerns about security, data sovereignty, accessibility, or legal restrictions may prevent the use of some cloud services even if they seem suitable otherwise.

Option 2 – Cloud Computing as an Option

Option 2 suggests that the Shire should consider Cloud and other pay-as-you-go options as an alternative for all new or redeveloped ICT services and projects, with decisions based on factors like risk appetite, security, operational needs, and value for money. While this approach acknowledges that cloud services are not always the best choice and that value for money is crucial, it also entails evaluating the total cost of ownership for on-premise options.

Pros:

- Minimised Business Disruption: Implementing cloud services over a longer period reduces the potential for business disruption.

Cons:

- Delayed Benefits: A slower implementation of cloud services would delay the realisation of many of the potential benefits of cloud computing.
- Hybrid Complexity: The Shire would end up with a mix of cloud and on-premise solutions, leading to a more complex ICT environment.

- Hidden Costs: Retaining on-premise solutions might overlook hidden costs, such as those related to backup/recovery, disaster recovery, IT asset replacement, and system administration.

Option 3 – Cloud Computing as an Exception

Option 3 proposes adopting cloud-based solutions only as an exception, primarily when no on-premise alternatives are available. These are typically vendor-specific offerings where the vendor only provides a cloud-based solution.

Pros:

- Maximises Existing Data Centre Investment: This approach leverages the Shire's current investment in its ICT Data Centre, maintaining the value of existing infrastructure.

Cons:

- Reactive Approach: The shift to cloud-based services would be reactive rather than strategically planned, potentially leading to missed opportunities for optimisation.
- Industry Trends Favour Cloud: With the industry moving increasingly towards cloud solutions, relying on on-premise options may become untenable as vendors may phase out on-premise offerings.
- Hybrid Complexity: Over time, the Shire would likely end up with a complex hybrid environment, combining cloud and on-premise solutions.
- Increased Costs: This approach could lead to higher costs due to the need for additional on-premise infrastructure, IT asset replacement, disaster recovery solutions, and staff for system administration and upgrades.

Option 4 – Will Never use Cloud Computing

The Shire has already adopted cloud computing services for some information systems. Many vendors, over time, will only offer Cloud-based solutions. Therefore, this is not a realistic option.

Officer Summary

Option 1: Cloud Computing "First" is recommended for the Shire. Given the Shire's size and resources, it does not have the scale to justify the costs and overheads involved in implementing and maintaining on-premise infrastructure for all information and communication technology systems. Adopting a Cloud Computing "First" strategy will allow the Shire to benefit from the efficiency, scalability, and cost-effectiveness of cloud solutions, making it a more sustainable and practical approach to meet its ICT needs.

Option 2 is not recommended. While it allows for a gradual transition, it delays the benefits of cloud computing and introduces complexity by creating a hybrid environment. The Shire would be better served by embracing a Cloud Computing "First" strategy (Option 1), which would streamline operations, reduce long-term costs, and simplify the ICT landscape.

Option 3 is not recommended. Given the industry trends towards cloud solutions, this strategy would leave the Shire in a reactive position, potentially increasing costs and creating a more complex ICT environment. A more proactive approach, like the Cloud Computing "First" strategy (Option 1), would better position the Shire to align with industry developments, streamline operations, and effectively manage costs.

Option 4 is not recommended.

Timing and Triggers Points for Cloud-Based Service Adoption

Opportunities to adopt cloud-based services can be identified at several key points in the Shire's information systems and technology lifecycle. These include:

- System Replacement: When information systems and IT infrastructure are due for replacement, it's an ideal time to review available cloud offerings, particularly for core systems that require high levels of integration.
- Planned Upgrades: During scheduled upgrades of information systems and IT, it's important to assess whether cloud solutions are available and could offer benefits over traditional on-premise upgrades.
- Development and Testing: Cloud infrastructure can be particularly useful for system development and testing environments, providing flexibility and scalability without the need for permanent infrastructure investments.
- Proof-of-Concepts: Cloud services are well-suited for proof-of-concept initiatives, allowing the Shire to quickly test new ideas or technologies without significant upfront costs.
- Pilot Projects: For pilot projects, cloud solutions offer a low-risk way to experiment with new systems or services before full-scale deployment.
- Time-Bound Projects: Cloud computing is ideal for IT projects with a defined timeframe or short lifespan, as it allows for rapid deployment and easy decommissioning once the project is complete.
- Periodic Capabilities: For capabilities that are only needed periodically, cloud services provide the flexibility to scale resources up or down as needed, ensuring that the Shire only pays for what it uses.

Cloud at other Local Government Authorities

The adoption of a Cloud "First" Strategy by metropolitan local governments has significantly enhanced their ability to deliver digital services, especially evident during the Covid-19 lockdowns.

Regional local governments, facing challenges with poor internet connectivity and data speeds, were initially slower to transition to cloud solutions and relied on on-premise systems. However, as these connectivity issues have been resolved, regional local governments are now accelerating their shift to cloud technologies.

Noteworthy examples include the City of Karratha and the Town of Port Hedland, who are both in the process of implementing a new cloud-based Enterprise Resource Planning (ERP) system to modernise and replace their legacy on-premise systems. The Shire of East Pilbara is also currently evaluating cloud-based ERP solutions.

Conclusion

The rapid advancement and adoption of cloud computing have fundamentally shifted the technology landscape, making it the new standard for information and communication technology. Cloud computing has transitioned from a disruptive innovation to an essential approach, with organizations increasingly recognizing its benefits in terms of agility, flexibility, innovation, and cost reduction.

For many organisations, the question has moved from "if" they should adopt cloud services to "how" they should implement them. Industry trends suggest a growing reliance on cloud-only solutions, making it a prime time for the Shire to reassess and formalise its strategic direction regarding cloud computing. Embracing cloud technology presents an opportunity for the Shire to enhance its services to customers and residents, positioning itself as a leader in adopting innovative solutions and new technologies within the cloud computing space.

Consultation

Not applicable

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	4.4 Information systems to aid delivery of services to the community are robust, reliable, and secure
Strategy	1 Provide continuous implementation of improvements in Information and Communication Technology solutions to best support the needs of Councillors, employees and, where appropriate, the community.

Council Policy

Council Policies » Shire of Ashburton

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

There is no cost to Council at this stage. Business cases will be presented to the Executive Leadership Team on the numerous strategy initiatives over the coming years which will have various financial implications to Council.

The Shire’s Long-Term Financial Plan anticipates a cloud first approach.

Legislative Implications

Nil

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Interruption to service	Shire fails to access the benefits of cloud computing.	Unlikely (2)	Major (4)	Moderate (5-9)	Adopt officer's recommendation.
Reputation (social/community)	Cyber security breach.	Possible (3)	Moderate (3)	Moderate (5-9)	Control through ensuring Cloud Services are certified to the International Standard for Information Security ISO27001/27002.
Reputation (social/community)	Legal and regulatory risk eventuates.	Possible (3)	Moderate (3)	Moderate (5-9)	Establish robust contracts. Legislative and regulatory requirements including *Archives Act 1983*, *Freedom of Information Act 1982* and *State Records Act 2000*; considered in cloud contracts with data sovereignty in Australia.

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 Cloud Computing Strategy, Council adopts

1. Option 1 – "Cloud First", as recommended in this report; and
2. Requests the Chief Executive Officer to commence implementation as required.

Foreshadowed Motion

That with respect to Cloud Computing Strategy, Council requests the Chief Executive Officer, to have an independent firm, audit the existing ICT systems, inclusive of a recommended pathway for costs and human resources required for future system upgrades.

Council Decision	**200/2024**
Moved	**Cr M Lynch**
Seconded	**Cr K White**

That with respect to Cloud Computing Strategy, Council requests the Chief Executive Officer, to have an independent firm, audit the existing ICT systems, inclusive of a recommended pathway for costs and human resources required for future system upgrades.

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

13.4 Local Government Elections - Review of WALGA Advocacy Positions

File Reference	GV20
Applicant or Proponent(s)	Not Applicable
Author	D Kennedy, Director Corporate Services
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Report Purpose

The Western Australian Local Government Association (WALGA) is conducting a review of WALGA's advocacy positions as they relate to Local Government Elections.

Council is requested to consider the information and provide feedback to WALGA by 28 October 2024.

Background

The *Local Government Amendment Act 2023* introduced a range of electoral reforms that came into effect prior to the 2023 Local Government ordinary elections:

- the introduction of Optional Preferential Voting (OPV);
- extending the election period to account for delays in postal services;
- changes to the publication of information about candidates;
- backfilling provisions for extraordinary vacancies after the 2023 election;
- public election of the Mayor or President for larger Local Governments;
- abolishing wards for smaller Local Governments; and
- aligning the size of councils with the size of populations of each Local Government (change to representation)

Following requests from several Zone's, WALGA undertook a comprehensive review and analysis of 5 ordinary election cycles up to and including the 2023 Local Government election against the backdrop of these legislative reforms.

The review and report focused on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), with the analysis finding evidence of the rising cost and a reduction in service of conducting Local Government elections in Western Australia.

Comments

The Elections Analysis Review and Report was presented to State Council 4 September 2024, with State Council supporting a review of WALGA's Local Government Elections Advocacy Positions.

WALGA is requesting Councils consider the current and alternative Elections Advocacy Positions and provide a response back to WALGA for the December 2024 State Council meeting.

WALGA State Council current advocacy positions:

The following is a summary of WALGA's current Advocacy Positions in relation to Local Government Elections:

2.5.15 ELECTIONS

Position Statement	The Local Government sector supports:
	1. Four year terms with a two year spill
	2. Greater participation in Local Government elections
	3. The option to hold elections through:
	  1. Online voting
	  2. Postal voting, and
	  3. In-person voting
	4. Voting at Local Government elections to be voluntary
	5. The first past the post method of counting votes
	The Local Government sector opposes the introduction of preferential voting, however if 'first past the post' voting is not retained then optional preferential voting is preferred.

Background	The first past the post (FPTP) method is simple, allows an expression of the electorate's wishes and does not encourage tickets and alliances to be formed to allocate preferences.
State Council Resolution	February 2022 – 312.1/2022 December 2020 – 142.6/2020 March 2019 – 06.3/2019 December 2017 – 121.6/2017 October 2008 – 427.5/2008
Supporting Documents	Advocacy Positions for a New Local Government Act, WALGA submission: Local Government Reform Proposal (February 2022)

2.5.16 METHOD OF ELECTION OF MAYOR

Position Statement	Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.
State Council Resolution	February 2022 – 312.1/2022 March 2019 – 06.3/2019 December 2017 – 121.6/2017

2.5.17 2.5.18 CONDUCT OF POSTAL ELECTIONS

Position Statement	The *Local Government Act 1995* should be amended to allow the Australian Electoral Commission (AEC) and any other third party provider including Local Governments to conduct postal elections.
Background	Currently, the WAEC has a legislatively enshrined monopoly on the conduct of postal elections that has not been tested by the market.
State Council Resolution	May 2023 – 452.2/2023 March 2019 – 06.3/2019 December 2017 – 121.6/2017 March 2012 – 24.2/2012

WALGA has requested the following advocacy positions be considered by Councils:

1. PARTICIPATION

(a) The sector continues to support voluntary voting at Local Government elections.

OR

(b) The sector supports compulsory voting at Local Governments elections.

2. TERMS OF OFFICE

(a) The sector continues to support four-year terms with a two year spill;

OR

(b) The sector supports four-year terms on an all in/all out basis.

3. VOTING METHODS

(a) The sector supports First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections

OR

(b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for general elections.

4. INTERNAL ELECTIONS

(a) The sector supports First Past the Post (FPTP) as the preferred voting method for all internal elections.

OR

(b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for all internal elections.

5. VOTING ACCESSIBLITY

The sector supports the option to hold general elections through:

(a) Electronic voting; and/or

(b) Postal voting; and/or

(c) In-Person voting.

6. METHOD OF ELECTION OF MAYOR / PRESIDENT

The sector supports:

(a) As per the current legislation with no change – Class 1 and 2 local governments directly elect the Mayor or President (election by electors method), with regulations preventing a change in this method.

(b) Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.

(c) Apply current provisions to all Bands of Local Governments – apply the election by electors method to all classes of local governments.

Additional Information.

Table 1. Election Comparison by State.

State	Election Cycle	Compulsory Voting	Voting Method	Electing Mayor
QLD	4 yearly	Yes	Option PV - Mayors First-past-post - Councillors	Directly by public
NSW	4 yearly	Yes	Optional PV	Directly by public or by council
NT	4 yearly	Yes	Proportional representation	Directly by public
SA	4 yearly	No	Proportional representation	Directly by public
TAS	4 yearly	No	Proportional representation	Directly by public
VIC	4 yearly	Yes	Proportional representation	Typically elected by Councillors
WA	2 yearly	No	Optional PV	Directly by public Band 1 & 2 Directly by council Band 3 & 4

Table 2. Shire of Ashburton Election History & Postal Vote Costs

Year	Postal Vote Costs	Participation Rate by Ward					
		Ashburton	**Onslow**	**Pannawonica**	**Paraburdoo**	**Tableland**	**Tom Price**
2015	$12,687	Unopposed	55%	24%	Unopposed	Unopposed	Unopposed
2017	$15,493			Unopposed	Unopposed		26%
2019	$14,588	Unopposed	Unopposed		Unopposed	22%	Unopposed
2021	$21,252			Unopposed	27%		30%
2023	$42,383	**Shire President**	**Ashburton Tablelands**	**Onslow**	**Pannawonica**	**Paraburdoo**	**Tom Price**
		38%	Unopposed	Unopposed		41%	34%

Officer Summary

The increasing costs of conducting postal vote elections on a two-yearly frequency through the Western Australian Electoral Commission has triggered multiple WALGA zones to request a review of current WALGA advocacy positions.

Bearing this in mind, officers would recommend the following advocacy positions for the Shire of Ashburton.

1. **Participation: – (b)** The sector supports compulsory voting at Local Governments elections.

This change would align Western Australia (WA) with the majority of local governments across Australia, enhancing the relevance of local government as the third tier of government. It would help address historically low voter participation in local government elections and ensure that these elections are conducted as a fully transparent and democratic process.

2. **Terms of Office: – (b)** The sector supports four-year terms on an all in/all out basis.

This change would be in line with recommendation 22 from the Local Government Review Panel's Final Report (May 2020), which recommended:

"Local government elections should be held every four years, two years after the State election, to align with its timing."

WA remains the only state still conducting local government elections every two years. The primary argument for retaining this system has been concerns over operational continuity if an entire Council were replaced at once. However, this has not been a major issue in other states. Additionally, with the introduction of integrated planning and reporting reforms, local governments now develop four-year Council Plans that ensure continuity and strategic direction, even with newly elected Councillors.

3. **Voting Method: – (b)** The sector supports Optional Preferential Voting (OPV) as the preferred voting method for general elections.

It's difficult to advocate for a return to the First Past the Post (FPTP) system, especially when it's not used in any other level of government in Australia. If local government in Western Australia seeks to offer a fully transparent and fair democratic election process, it would be inconsistent to revert to a method that isn't aligned with broader electoral practices in the country.

4. **Internal Elections: – (b)** The sector supports Optional Preferential Voting (OPV) as the preferred voting method for all internal elections.

As per voting method above.

5. **Voting Accessibility: – (b)** Postal voting

Despite the rising costs of postal voting, it remains the most practical option for the Shire of Ashburton. Electronic voting is not currently available, and technological limitations in the Pilbara make it difficult to implement. In-person voting is also challenging due to the vast geographic area of the Shire, though it could become more feasible if compulsory voting were introduced. Transitioning to four-year election cycles would help reduce the overall cost of postal voting across that period, making it a more sustainable option in the long term.

6. **Method of Election of Mayor / President: – (b)** Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.

Local government is unique in that it allows for the direct election of its leader, unlike State and Federal Governments, where the ruling party selects the leader they believe is best suited for the role. The Shire of Ashburton maintains a ward structure to ensure that each geographic area is fairly represented on the Council, preventing any potential population bias. Given this system of representation, it is believed that elected members are in the best position to choose their leader once the ward representatives have been determined.

Consultation

Not applicable

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Council Policies » Shire of Ashburton

Nil

Financial Implications

Current Financial Year

Not applicable

Future Financial Year(s)

A change to 4 yearly elections would reduce the overall current cost of conducting elections.

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
Financial impact	Cost of conducting elections placing financial strain on the organisation.	Unlikely (2)	Minor (2)	Low (1-4)	A move to 4 yearly election cycle would mitigate the rising cost of conducting 2 yearly elections.

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

Voting Requirements

Simple Majority

Officer Recommendation

That with respect to Local Government Elections – Review of WALGA Advocacy Positions, Council supports the officer summary detailed in the body of the report, as follows:

1. PARTICIPATION – Council support advocacy position (b);
2. TERMS OF OFFICE – Council support advocacy position (b);
3. VOTING METHODS – Council support advocacy position (b);
4. INTERNAL ELECTIONS – Council support advocacy position (b);
5. VOTING ACCESSIBLITY – Council support advocacy position (b); and
6. METHOD OF ELECTION OF Mayor / President – Council support advocacy position (b).

Amended Recommendation

That with respect to Local Government Elections – Review of WALGA Advocacy Positions, Council supports the officer summary detailed in the body of the report, as follows:

1. PARTICIPATION – Council support advocacy position (b);
2. TERMS OF OFFICE – Council support advocacy position (b);
3. VOTING METHODS – Council support advocacy position (b);
4. INTERNAL ELECTIONS – Council support advocacy position (b);
5. VOTING ACCESSIBLITY – Council support advocacy position (a) and (c) (electronic and in-person, change to officer's recommendation); and
6. METHOD OF ELECTION OF Mayor / President – Council support advocacy position (a) (as legislated, change to officer's recommendation).

Council Decision **201/2024**

Moved **Cr B Healy**

Seconded **Cr A Sullivan**

That with respect to Local Government Elections – Review of WALGA Advocacy Positions, Council supports the officer summary detailed in the body of the report, as follows:

1. **PARTICIPATION – Council support advocacy position (b);**
2. **TERMS OF OFFICE – Council support advocacy position (b);**
3. **VOTING METHODS – Council support advocacy position (b);**
4. **INTERNAL ELECTIONS – Council support advocacy position (b);**
5. **VOTING ACCESSIBLITY – Council support advocacy position (a) and (c) (electronic and in-person); and**
6. **METHOD OF ELECTION OF Mayor / President – Council support advocacy position (a) (as legislated).**

For: **A Smith, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **K White and L Rumble JP**

Carried 5/2

Reason for change:

Revised point 5 to support an advocacy position for both electronic and in-person voting; and revised point 6 to position (a), as legislated.

14 Infrastructure Services Reports

Nil

15 Community Development Reports

SP A Smith disclosed a direct financial interest in Item 15.1 (detailed in Item 5.2).

Cr B Healy disclosed a direct financial interest in Item 15.1 (detailed in Item 5.2).

Cr R Kapor disclosed an indirect financial interest in Item 15.1 (detailed in Item 5.2).

Cr M Lynch disclosed an indirect financial interest in Item 15.1 (detailed in Item 5.2).

Cr L Rumble JP disclosed a direct financial interest in Item 15.1 (detailed in Item 5.2).

Cr A Sullivan disclosed a direct financial interest in Item 15.1 (detailed in Item 5.2).

At 2:44 pm, Cr Alana Sullivan left the meeting.

At 2:44 pm, Cr Linton Rumble JP left the meeting.

15.1 Sports Oval Lighting Upgrades - Peter Sutherland Oval, Paraburdoo and Clem Thompson Oval, Tom Price

File Reference	CP105
Applicant or Proponent(s)	Not Applicable
Author	L Batten, Manager Facilities
Authorising Officer	C McGurk, Director Community Development
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Structural Assessment for existing and new poles report for 3 sites 2. Peter Sutherland Oval Lighting Report 3. Clem Thompson Oval Lighting Report 4. SoA Oval Lighting Upgrades Cost Comparison

Report Purpose

The purpose of this report is seeking Council's decision on the potential upgrading options for the lighting of Peter Sutherland Oval, Paraburdoo and Clem Thompson Oval, Tom Price.

Additionally, the Council is also asked to include both projects in the Capital works Program 2024/2025.

Background

Lighting assets across the Shire have been designed and installed over a number of years and to various standards.

Council requested officers to undertake an audit of Community lighting assets in Tom Price, Paraburdoo and Onslow and report findings to council on potential areas of improvement.

Council briefing took place in March 2024 Ordinary Council Meeting, on the audit findings. Following the briefing, Focus Consulting WA were engaged by the Shire of Ashburton to provide concept designs for sports oval lighting for Clem Thompson Oval, Tom Price, Peter Sutherland Oval Paraburdoo, and Thalanyji Oval, Onslow.

The audit report has identified that the current infrastructure does not meet the current Class V minimum Australian Standards for state sporting bodies, in particular cricket and football as per AS 2560.2 Australian Football and AS 2560.2 Cricket Australia.

It is estimated that each upgrade will be in the vicinity of $1.5m - $2 million per location. (Attachment 4)

The upgrade of the Clem Thompson Oval lights and Peter Sutherland Oval lights have been approved, in principle, to be funded through the Rio Tinto Inspire agreement and has been included in the Inspire Community Projects Pipeline 2024-2026 endorsed by the Inspire Community Partnership Senior Leadership Team (SLT) at the August 2024 meeting.

Comments

Based on the discussion with Council at the March 2024 briefing session and the effect that it has on the oval sporting community with the lights being non-compliant, current light poles structures have a remaining 5-10 years and the existing metal halogen luminaries current life expectancy is less then <5 years, the upgrade to oval lighting infrastructure is seen as a priority.

These items were identified through further consultation with Focus WA Consulting, and a full audit on all see report extracts below:

Peter Sutherland Oval: (Attachment 2)

3.1 Light Pole Arrangement

Peter Sutherland Oval is illuminated using a 4-pole design. The installation date is undetermined, however estimated to be 15-20 years old. The poles are arranged as indicated in Appendix A and appear to be 25m high, 16-sided galvanised steel with a concrete footing and bolted base plate.

Each pole contains multiple crossarms with floodlight luminaires mounted both over-slung and under-slung.

Quantity of floodlights is as follows:

- Pole 1 – 13 floodlights
- Pole 2 – 13 floodlights
- Pole 3 – 9 floodlights
- Pole 4 – 9 floodlights

The existing lighting levels have previously been assessed and determined to be lower than that required by the Shire for a compliant Class V lighting installation for outdoor cricket.

3.2 Existing Lighting Condition

Luminaires appear to be floodlights with 2kW metal halide lamps. Lifetime of these lamps is understood to be in the range of 8,000 to 10,000 hours, following which they require re-lamping and access at height. Some luminaires are noted to be not currently operational.

Luminaires appear in fair to poor condition visually, with some deterioration and corrosion evident to luminaire housings and mounting arms. Based upon a visual inspection and estimation of age of the installation, the installation has less than five years remaining intended design life, following which risk of corrosion of housings and mountings and ingress of water is much higher.

Existing luminaire control gear is installed in a dedicated switchboard adjacent the base of each pole. Control gear appears to be tray mounted 415V 2kW, with starting current around 7.5A and running current 5.5A.

Based on the expected lifetime of metal halide control gear, the existing control gear is at the end of its intended design life and recommended to be replaced. The existing control gear is at risk of failure, particularly given the high ambient temperatures in Paraburdoo.

Clem Thompson Oval: (Attachment 3)

3.1 Light Pole Arrangement

Clem Thomspon Oval is illuminated using a 4-pole design installed in 2013. The poles are arranged as indicated in Appendix A and appear to be 25m high, 16-sided galvanised steel with a concrete footing and bolted base plate.

Each pole contains a single crossarm with ten (10) floodlight luminaires mounted, both over-slung and under-slung.

The existing lighting levels have previously been assessed and determined to be lower than that required by the Shire for a compliant Class V lighting installation for outdoor cricket.

3.2 Existing Lighting Condition

Luminaires appear to be Thorn Lighting floodlights with 2kW metal halide lamps. Lifetime of these lamps is understood to be in the range of 8,000 to 10,000 hours, following which they require re-lamping and access at height.

Luminaires appear in fair condition visually, however are 11 years old, and within 4 years of expected end of intended design life, when they may be subject to corrosion and deterioration of the luminaire body.

Existing luminaire control gear is installed in a dedicated switchboard adjacent the base of each pole. Control gear appears to be tray mounted 415V 2kW, with starting current around 7.5A and running current 5.5A.

Based on the expected lifetime of metal halide control gear, the existing control gear is at the end of its intended design life and recommended to be replaced. The existing control gear is at risk of failure, particularly given the high ambient temperatures in Tom Price.

Clem Thompson Oval Existing pole structures: (Attachment 1)

The pole base plates and bolts at Clem Thompson Oval are buried underground and have shown external signs of minor corrosion. The internal base sections of poles A, C, and D exhibit minor to moderate pitting corrosion and some lamination. The assessment of the four lighting poles indicates they are structurally sound for the next five years, assuming the remedial works are completed in the next 6 months. The structural engineers AEC (Alliance Engineering Consultants) have therefore proposed option 2 for Clem Thompson Oval, as detailed below and in attachment 1.

AEC recommends **Option 2** for Clem Thompson Oval, Tom Price. Though, option 1 is feasible for the intended new LED light fittings however, due to the pole being assessed (previously) to be structurally adequate for at least a further 5 years (till 2029), the poles require a re-run of the structure assessment which might result in replacement or remediating after 5 years if further corrosion is not prevented. Thus, option 1 is not recommended.

Following the structural and electrical assessment, two concept designs have been recommended,

Option 1: Retain the existing poles and only replace the lights(with associated electrical Works)

Option 2: Replace poles, lighting, control gear, etc

A summary of the anticipated costs has been prepared by a quantity surveyor and outlined in table below. Refer to Attachment 4 for full report.

	Option 1	Option 2
Clem Thompson(TP)	1. Existing 4 x 25m poles to remain, with new crossarm and 8 new LED each 2. New control gear (existing @ end of life) with new Halytech Controller 3. Switchboards 10-15Yrs remaining 4. Structural report notes only 5 years remaining on existing masts 5. New control wire U/G cabling to each pole	1. Existing 4 x 25m poles to be demolished & HD bolts trimmed 2. New 4 x 28m poles, 2 x crossarms, 9 new LED 3. New cabling to all new poles 4. New control gear with new Halytech Controller
	$ 789,695	**$ 1,463,294**
Peter Sutherland (PBO)	1. Existing 4 x 25m poles to remain, with new crossarm and 8 new LED / pole 2. New 2 x 25m poles, single cross arm, each with 2 new LED 3. New cabling to new poles 4. New control gear at existing and new masts 5. Switchboards 10-15Yrs remaining	1. Existing 4 x 25m poles to be demolished & HD bolts trimmed 2. New 4 x 35m poles, 2 x crossarms, 8 new LED per pole 3. New cabling to all new poles 4. New switchboards, control gear & cubicles, with new Halytech Controller
	$ 1,315,115	**$ 1,412,469**

Clem Thompson Oval and Peter Sutherland Oval Lighting Upgrades are not included in the current LTFP however can be brought forward with Council's approval with funding being provided by the Rio Inspire Agreement.

Consultation

Director Community Development
Director Corporate Services
Manager Finance
Community Development Lead
Focus WA Consulting
Local Sporting Clubs and Groups

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	3 Provide professional leadership and advice to assist Council.

Council Policy

Council Policies » Shire of Ashburton

Asset and Programming

Financial Implications

Current Financial Year

Rio Tinto's agreement to fund the lighting upgrades in principal as part of the Inspire Agreement is a significant step forward. This funding allows the projects to move ahead sooner than expected, aligning with the objectives set in the 2024/25 Budget. As a result, budget amendments will be required to bring both projects into the 2024/25 Capital Works Program once the business case has been endorsed through Senior Leadership Team (SLT) for the Inspire Agreement.

Future Financial Year(s)

Annual lighting poles maintenance, servicing and repairs will be approximately $30,000 per annum that will need to be incorporated into future operating budgets. The long term renewal of these significant assets will also be captured in the Shire's Asset Management Planning.

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
Property (plant, equipment, buildings)	Significant deterioration requiring internal and external resources to rectify.	Likely (4)	Major (4)	High (10-16)	Plan, fund and implement upgrade to infrastructure. Design to appropriate standards. Council to acknowledge that there is a risk of deterioration to the infrastructures
Reputation (social/community)	Complaints from end users, widespread high impact on community sporting, high media profile, third party actions.	Possible (3)	Major (4)	High (10-16)	As Above

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

Voting Requirements

Absolute Majority

Officer Recommendation

That with respect to the Sports Oval Lighting Upgrades - Peter Sutherland Oval, Paraburdoo and Clem Thompson Oval, Tom Price, Council,

1. Supports the Shire Officers recommendation to Endorse the Concept Design - Option 2, as presented at Attachment 4; and
2. Amends the 2024/25 Municipal Budget once the business case has been approved through Inspire Agreement by including the following new projects:

(a)	Peter Sutherland Oval Lighting Upgrade	$2,000,000
(b)	Clem Thompson Oval Lighting Upgrade	$2,000,000
	Funded By Rio Tinto Inspire Agreement	$4,000,000

Council Decision	**202/2024**
Moved	**Cr M Lynch**
Seconded	**Cr K White**

That with respect to the Sports Oval Lighting Upgrades - Peter Sutherland Oval, Paraburdoo and Clem Thompson Oval, Tom Price, Council,

1. **Supports the Shire Officers recommendation to Endorse the Concept Design - Option 2, as presented at Attachment 4; and**
2. **Amends the 2024/25 Municipal Budget once the business case has been approved through Inspire Agreement by including the following new projects:**

(a)	**Peter Sutherland Oval Lighting Upgrade**	**$2,000,000**
(b)	**Clem Thompson Oval Lighting Upgrade**	**$2,000,000**
	Funded By Rio Tinto Inspire Agreement	**$4,000,000**

For: **A Smith, K White, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried By Absolute Majority 5/0

At 2:45 pm, Cr Alana Sullivan returned to the meeting.

At 2:45 pm, Cr Linton Rumble JP returned to the meeting.

Cr M Lynch disclosed an impartiality interest in Item 15.2 (detailed in Item 5.2).

15.2 Request for Tender 20.24 - Construction of Ocean View Caravan Park and ANZAC Park

File Reference	CM.20.24
Applicant or Proponent(s)	Not Applicable
Author	C McGurk, Director Community Development
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Tender Evaluation and Recommendation Report - Confidential

Report Purpose

The purpose of this report is to provide Council with the Tender Evaluation and Recommendation Report for Request for Tender (RFT) 20.24 - Construction of the Ocean View Caravan Park and Anzac Park, Onslow, as provided and detailed in Confidential Attachment 1.

Council is requested, based on the tender evaluation panels assessment of all tender submissions received to award the project works as detailed in RFT 20.24 - Construction of the Ocean View Caravan Park and Anzac Park, Onslow to Tenderer 2.

Background

The Shire of Ashburton undertook, RFT in compliance with s.3.57 of the *Local Government Act 1995* to invite suitably registered, qualified and experienced contractors to submit bids to enter into contract for the project works detailed in RFT 20.24 - Construction of the Ocean View Caravan Park and Anzac Park, Onslow.

The project scope described in the tender advertised provided as follows:

> *The principal is seeking tender submissions from suitably registered, qualified and experienced contractors for the construction of Ocean View Caravan Park (Phases 3) and Anzac Park extension, all situated in the northern precinct of Onslow WA.*

The project consists of separable portions including civil, building, services and landscaping works. The works to be contracted are under the following three (3) separable portions:

SEPARABLE PORTION 1: Ocean View Caravan Park (Phase 3)(OVCP3) (Lot 381)

- Upgrade the existing caravan overflow platform into a fully serviced new caravan park. The civil works include earthworks, underground services, paths, parking, roads, retaining walls, hydraulic and electrical services, and other associated siteworks. The building works include new amenities buildings, reception kiosk, footpaths, hydraulic, electrical and mechanical services, playground, landscaping, irrigation and similar associated works.

SEPARABLE PORTION 2: ANZAC Park (Lots 3504 and 3503)

- Extension of the existing Park with new earthworks, seawall, temporary beach access ramp, rock retaining walls, hard and soft landscaping with irrigation, hydraulic works, various power and lighting requirements, new BBQ shelter, new toilet block and all associated siteworks.

SEPARABLE PORTION 3: Communications headworks & a new gas bullet slab (Lot 3501)

- New communications headworks between OVCP3, and the existing Ocean View Carvan Park main reception, and the Onslow Shire Administration Office located on Lot 500, Second Avenue.
- New gas bullet slab and bollards near Ocean View Caravan Park visitor parking.

Comments

The Shire of Ashburton released RFT 20.24 - Construction of Ocean View Caravan Park and ANZAC Park, via the Shire's e-tendering portal known as Tenderlink on Wednesday 31st July 2024. Submissions closed at 2.00pm on Tuesday 17th September 2024.

This tender was also advertised via statewide public notice in The West Australian Newspaper from Wednesday 31st July 2024.

The RFT advertisement specified the requirements of the Shire and invited suitably registered, qualified and experienced contractors to submit bids to enter into a contract for the works contained in RFT 20.24, in accordance with the tender brief:

The Shire of Ashburton is seeking Tender submissions from suitably registered, qualified and experienced Contractors for the works associated with construction of Ocean View Caravan Park (Phase 3) and ANZAC Park extension, all situated in the Northern precinct of Onslow, WA.

> *Tenderers were to submit their proposed project milestone dates via a construction program showing the tasks involved in design, planning, design, procurement, and construction. This programme was to show dependencies between tasks, a highlighted critical path, and the earliest possible Practical Completion date.*

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

Criteria		Weighting
(a)	Relevant Experience and Past Company Performance	25%
(b)	Key Personnel	15%
(c)	Resources/Plant/Equipment	10%
(c)	Methodology/Quality and WHS Systems/Life Cycle/Risk Management	10%
Total %		60%

The tender price was given the following weighting:

Criteria	Weighting
Price	40%

At the close of the submission period, tender submissions in no particular order were received from the following:

Tenderer Details
Birndirri Pty Ltd
CMA Contracting Pty Ltd
Ertech Pty Ltd
Muguriyarra Pty Ltd
Tech Services Group Pty Ltd

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

An independent probity auditor was also involved throughout the tender assessment and evaluation process.

The evaluation panel recommendation report, inclusive of the overall evaluation scores, rankings and the evaluation panel's recommendation for the preferred that would be the most advantageous offer and best value for money to undertake the project works contained in RFT 20.24 - Construction of the Ocean View Caravan Park and Anzac Park, Onslow, is provided in Confidential Attachment 1.

The offer submitted is for a lump sum price and includes all preliminaries, materials, labour, delivery and deliverables. This is subject to any satisfactory contract negotiations and resultant amendments.

Consultation

Consultation was also undertaken with:

Procurement Department
Independent Probity Auditor
Tender Assessment Panel
Director Corporate Services

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Council Policies » Shire of Ashburton

Council Policy – Purchasing and Procurement
Council Policy – Asset Management
Council Policy – Risk Management

Financial Implications

Current Financial Year

The highest ranked tenderer, Tender 2 as detailed in Confidential Attachment 1 submitted a compliant submission with a total contract price of $18,088,285.79, excluding GST. The lump sum price includes all preliminaries, materials, labour, delivery and deliverables.

The 2024/25 Municipal Budget contains the following available budget amounts with a further municipal allocation required in 2025/26 budget to complete both projects:

Account Name	Account Number	Budget Amount
Foreshore Masterplan Works (ANZAC Park)	Job X2344	$2,181,060
Ocean View Caravan Park Stage 3	Job X2339	$13,224,344
Total 24/25		**$15,405,404**

Future Financial Year(s)

Council will be required to commit to a $3,600,000 municipal contribution in the 2025/26 Budget. These funds will complete both projects and provide a contingency amount of approximately 5% (~$900,000) of the awarded contract value. The contingency amount is relevantly low due to the project being construct only.

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 199*6, 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
Reputation (social/community)	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Possible (3)	Moderate (3)	Moderate (5-9)	Adopt officer's recommendation.
Financial impact	$100,001 to $1,000,000	Possible (3)	Moderate (3)	Moderate (5-9)	Mitigated by the appointment of a Project Management Consultant with the specialised skills to run multiple projects to deliver Council's adopted Capital Works Program.

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 Request for Tender 20.24 - Construction of Ocean View Caravan Park and ANZAC Park, Onslow, Council,

1. Accepts the Evaluation Panel's recommendation, as provided in Confidential Attachment 1, and approves the award of a contract to Tenderer 2 for the tendered works under Request for Tender 20.24 - Construction of Ocean View Caravan Park and ANZAC Park, Onslow for the total contract price of $18,088,285.79 (excluding GST), inclusive of all preliminaries, materials, labour, delivery and deliverables;
2. Lists $3.6 million for inclusion in the 2025/2026 municipal Budget to complete the works and provide a 5% contingency, as outlined in Confidential Attachment 1; and
3. Authorises the Chief Executive Officer to negotiate and enter into a formal contract with Tenderer 2 for the tendered works under Request for Tender 20.24 - Construction of Ocean View Caravan Park and ANZAC Park, Onslow.

Council Decision **203/2024**

Moved **Cr K White**

Seconded **Cr M Lynch**

That with respect to Request for Tender 20.24 - Construction of Ocean View Caravan Park and ANZAC Park, Onslow, Council,

1. **Accepts the Evaluation Panel's recommendation, as provided in Confidential Attachment 1, and approves the award of a contract to Tenderer 2 for the tendered works under Request for Tender 20.24 - Construction of Ocean View Caravan Park and ANZAC Park, Onslow for the total contract price of $18,088,285.79 (excluding GST), inclusive of all preliminaries, materials, labour, delivery and deliverables;**
2. **Lists $3.6 million for inclusion in the 2025/2026 municipal Budget to complete the works and provide a 5% contingency, as outlined in Confidential Attachment 1; and**
3. **Authorises the Chief Executive Officer to negotiate and enter into a formal contract with Tenderer 2 for the tendered works under Request for Tender 20.24 - Construction of Ocean View Caravan Park and ANZAC Park, Onslow.**

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

16 Councillor Agenda Items / Notices of Motion

Nil

17 New Business Of An Urgent Nature Introduced By Council Decision

Nil

18 Confidential Matters

Procedural Motion

Moved **Cr L Rumble JP**

Seconded **Cr R Kapor**

That Council move behind closed doors at 2:49pm, pursuant to clause 6.2 of the *Shire of Ashburton Standing Orders Local Law 2012* to consider the following confidential items.

18.1 Review of Passenger Screening Services: Organisational Structure and Future Staffing Considerations for Onslow Airport

18.2 Lease and Exchange of Land Deed - Lot 9001 South Road, Tom Price (Tom Price Hospital Development)

18.3 Rating Concession - Freehold land outside a townsite boundary

Pursuant to sub section 5.23(2)(c) of the *Local Government Act 1995* which provides:

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

(e) a matter that if disclosed, would reveal –

(i) a trade secret; or

(ii) information that has a commercial value; or

(iii) information about the business, professional, commercial or financial affairs of a person

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

At 2:49pm, members of the public left the meeting.

18.1 Review of Passenger Screening Services: Organisational Structure and Future Staffing Considerations for Onslow Airport

File Reference	TT6
Applicant or Proponent(s)	Not Applicable
Author	M Walsh, Manager Airport Services
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Overview Passenger Screening Operations 2. Screening Provider Costs 3. Proposed Passenger Screening Workforce Model and Cost Overview

Reason for Confidentiality

Section under the Act	*This matter is to be considered behind closed doors pursuant to s.5.23(2)(c) and (e) of the Local Government Act 1995 as the subject matter relates to:*
Sub-clause and Reason:	*"s.5.23(2)(c) and (e) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting and a matter that if disclosed, would reveal –* *(i) a trade secret; or* *(ii) information that has a commercial value; or* *(iii) information about the business, professional, commercial or financial affairs of a person."*

Report Purpose

Council is required to review the future provision of passenger screening services at Onslow Airport.

The purpose of this report is to present the options for managing passenger screening services, including extending the current contract, initiating a new tender process, or bringing the service in-house.

Council is requested to approve the recommendation to bring the passenger screening service in-house for greater control and operational stability.

Voting Requirements

Simple Majority

Council Decision	**204/2024**
Moved	**Cr L Rumble JP**
Seconded	**Cr B Healy**

That with respect to Review of Passenger Screening Services: Organisational Structure and Future Staffing Considerations for Onslow Airport, Council,

1. **Approves Option C to ensure operational stability, compliance with regulatory requirements, and better control over staffing and service levels.**
2. **Authorises the Chief Executive Officer to make amendments to the organisational structure to reflect these additional changes**

For:	**A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**
Against:	**Nil**

Carried 7/0

18.2 Lease and Exchange of Land Deed - Lot 9001 South Road, Tom Price (Tom Price Hospital Development)

File Reference	SOU.0017
Applicant or Proponent(s)	Health Ministerial Body
Author	R Wright, Executive Manager Land, Property and Regulatory Services
Authorising Officer	J Sangster, Deputy Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting 16 July 2024 - Item 18.1 – 140/2024
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Lease 2. Exchange Deed 3. Valuation (Current Hospital Land)

Reason for Confidentiality

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

Report Purpose

Council is required to consider entering into a Lease and Land Exchange Deed between the Shire of Ashburton and the Health Ministerial Body to facilitate the development of the new Tom Price Hospital on Lot 9001 (19) South Road, Tom Price.

Voting Requirements

Simple Majority

Council Decision	**205/2024**
Moved	**Cr M Lynch**
Seconded	**Cr A Sullivan**

That with respect to the Lease and Exchange of Land Deed - Lot 9001 South Road, Tom Price (Tom Price Hospital Development) Council,

1. **Authorises the Shire President and Chief Executive Officer to apply the Common Seal and execute the Lease and Exchange of Land Deed for Portion of Lot 9001 (17) South Road, Tom Price between the Shire of Ashburton and the Health Ministerial Body as shown as Attachment 1 and 2 subject to minor changes to the documents.**
2. **Authorises the Chief Executive Officer to sign all applications to facilitate the development of the Tom Price Hospital and effect the land exchange and subdivision, including Building and Demolition Permits and utility service agreements.**
3. **Approves any transfer of land documents that arise from the land exchange to be endorsed by the Chief Executive Officer under s.9.49 of the *Local Government Act 1995*, or where there is a formal requirement for the Common Seal, authorise the Shire President and Chief Executive Officer to engross all documents associated with the acquisition of Lot 862 Hospital Drive, Tom Price and disposal of portion of Lot 9001 (17) South Road, Tom Price.**

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

18.3 Rating Concession - Freehold land outside a townsite boundary

File Reference	RV01
Applicant or Proponent(s)	Not Applicable
Author	D Kennedy, Director Corporate Services
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. UV Freehold Land Rating - Confidential

Reason for Confidentiality

Section under the Act	*This matter is to be considered behind closed doors pursuant to s.5.23(2)(e) of the Local Government Act 1995 as the subject matter relates to:*
Sub-clause and Reason:	*"s.5.23(2)(e) a matter that if disclosed, would reveal –* *(i) a trade secret; or* *(ii) information that has a commercial value; or* *(iii) information about the business, professional, commercial or financial affairs of a person."*

Report Purpose

The purpose of this report is to provide Council with information pertaining to the rating of a small number of freehold lots within the Shire that are located outside of a gazetted townsite.

Council is requested to consider providing the subject lots with a rating concession in accordance with section 6.47 of the *Local Government Act 1995* (the Act) to ensure

equitability with similar lots within a townsite boundary.

Voting Requirements

Simple Majority

Council Decision	**206/2024**
Moved	**Cr M Lynch**
Seconded	**Cr L Rumble JP**

That with respect to Rating Concessions – Freehold land outside a townsite boundary, Council approves a rating concession, if applied for, as detailed in the body of the report.

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

Procedural Motion

Moved **Cr L Rumble JP**

Seconded **Cr R Kapor**

That Council re-open the meeting to the public at 2:58pm.

For: **A Smith, K White, L Rumble JP, A Sullivan, M Lynch, B Healy and R Kapor**

Against: **Nil**

Carried 7/0

At 2:58pm, members of the public re-entered the meeting.

The Shire President read aloud the council decisions made behind closed doors.

19 Next Meeting

The next Ordinary Council Meeting will be held at 2:00pm on Tuesday 19 November 2024 at Council Chambers, Onslow Shire Complex, Second Avenue, Onslow.

20 Closure Of Meeting

There being no further business, the Presiding Member closed the meeting at 3:03pm.