Agenda

Ordinary Council Meeting

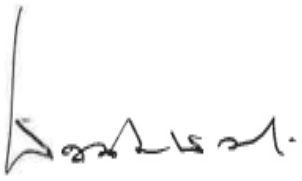
Tuesday, 19 May 2026

Date:	Tuesday 19 May 2026
Time:	1:00pm
Location:	Council Chambers, Onslow Shire Complex, Second Avenue, Onslow
Distribution Date:	Thursday 14 May 2026

Shire of Ashburton

Ordinary Council Meeting

Please be informed an Ordinary Council Meeting will be held at 1:00pm on Tuesday 19 May 2026 at Council Chambers, Onslow Shire Complex, Second Avenue, Onslow.



Keith Woodward

Chief Executive Officer

Disclaimer

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

Contents

1 Declaration Of Opening 5
1.1 Acknowledgement Of Country 5
2 Announcement Of Visitors 5
3 Attendance 5
3.1 Present 5
3.2 Apologies 6
3.3 Approved Leave Of Absence 6
4 Question Time 6
4.1 Response To Previous Public Questions Taken On Notice 6
4.2 Public Question Time 6
5 Declaration By Members 6
5.1 Due Consideration By Elected Members To The Agenda 6
5.2 Declaration Of Interest 6
6 Announcements By The Presiding Member And Councillors Without Discussion 7
7 Petitions / Deputations / Presentations 7
7.1 Petitions 7
7.2 Deputations 7
7.3 Presentations 7
8 Applications for Leave of Absence 7
8.1 Application for Leave of Absence 7
8.2 Application for Leave of Absence 7
9 En Bloc Council Resolutions 8
9.1 Agenda Items Adopted En Bloc 8
10 Confirmation Of Minutes 8
10.1 Confirmation of Council Minutes 8
10.1.1 Minutes Of The Ordinary Council Meeting Held On 21 April 2026 8
10.2 Receipt of Committee and other Minutes 8
10.2.1 Minutes Of The Community Grants Committee Meeting Held On 21 April 2026 8
10.2.2 Minutes Of The Inland Local Emergency Management Committee Meeting Held On 24 March 2026 8
10.2.3 Minutes Of The Pannawonica Local Emergency Management Committee Meeting Held On 11 March 2026 8
10.2.4 Minutes Of The Onslow Local Emergency Management Committee Meeting Held On 10 March 2026 8

11 Recommendations From Committee 9
ARI.1 Audit Log Status Update 9
ARI.2 Internal Audit Schedule - May- August 2026 13
ARI.3 Office of the Auditor General - Local Government 2025 Financial Audit Results 18
ARI.4 Office of the Auditor General - Local Government Management of Gifts and Benefits 21
12 Office of the Chief Executive Officer Reports 24
12.1 Request for Funding and Working Group Participation - Promotion of the Australian Bureau of Statistics Census 2026 (Pilbara Region) 24
12.2 Amendment No.1 to the Local Planning Strategy – Consideration of Public Submissions 28
12.3 Draft Local Planning Scheme No. 8 – Consideration of Public Submissions 34
13 Corporate Services Reports 40
13.1 Fees and Charges 2026-2027 40
13.2 Monthly Financial Statements - April 2026 43
13.3 Monthly Schedule of Accounts Paid - April 2026 45
13.4 Shire of Ashburton Public Health Plan 2026-2031 - Adoption 49
13.5 Quarterly Progress Reporting 52
14 Infrastructure Services Reports 62
14.1 Pathways Asset Management Plan 2026-2036 62
14.2 Early Procurement for 2026/2027 Projects 66
14.3 Proposed Local Planning Policy 9.1 - Sea Containers 69
15 Community Development Reports 73
15.1 Shared Use Licence - North Tom Price Primary School Oval - Department of Education 73
15.2 Impact of Severe Tropical Cyclone Narelle / Emergency Repair Works - Town of Onslow 76
15.3 Proposed Addition to First Street Drainage Project - Onslow 84
16 Councillor Agenda Items / Notices of Motion 89
17 New Business Of An Urgent Nature Introduced By Council Decision 89
18 Confidential Matters 89
19 Next Meeting 89
20 Closure Of Meeting 89

1 Declaration Of Opening

The Presiding Member declared the meeting open at enter time.

1.1 Acknowledgement Of Country

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

2 Announcement Of Visitors

To be informed at the meeting.

3 Attendance

3.1 Present

Elected Members:	SP A Smith	Shire President
	Cr A Sullivan	Paraburdoo Ward
	Cr K White	Onslow Ward
	Cr T Fox	Pannawonica Ward
	Cr L Rumble JP	Paraburdoo Ward
	Cr K Day	Tom Price Ward (by electronic means)
	Cr B Noone	Tom Price Ward (by electronic means)
	Cr C Rogers	Tom Price Ward
Employees:	K Woodward	Chief Executive Officer
	C McGurk	Director Community Development
	D Kennedy	Director Corporate Services
	G Harris	Director Infrastructure Services
	A Johnston	Manager Media and Communications
	R Marlborough	Acting Manager Governance
	J Rouse	Governance Officer
	M Malinowska	Council Support Officer
Guests:	Enter names	
Members of Public:	There were enter number members of the public in attendance at the commencement of the meeting.	
Members of media:	There were enter number members of the media in attendance at the commencement of the meeting.	

3.2 Apologies

To be informed at the meeting.

3.3 Approved Leave Of Absence

Cr R de Pledge Ashburton-Tablelands Ward From 21 April 2026 to 19 May 2026

4 Question Time

4.1 Response To Previous Public Questions Taken On Notice

Nil

4.2 Public Question Time

To be informed at the meeting.

5 Declaration By Members

5.1 Due Consideration By Elected Members To The Agenda

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

5.2 Declaration Of Interest

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

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

The following declarations of interest are disclosed –

To be informed at the meeting

6 Announcements By The Presiding Member And Councillors Without Discussion

To be informed at the meeting.

7 Petitions / Deputations / Presentations

7.1 Petitions

Nil

7.2 Deputations

Nil

7.3 Presentations

Nil

8 Applications for Leave of Absence

8.1 Application for Leave of Absence

Officer Recommendation

That Council approves the request for leave of absence, for Councillor Tom Fox of Pannawonica Ward for the period from 10 June 2026 to 19 June 2026, inclusive.

8.2 Application for Leave of Absence

Officer Recommendation

That Council approves the request for leave of absence for Councillor Brie Noone of the Tom Price Ward for the period from 1 September 2026 to 31 October 2026, inclusive.

9 En Bloc Council Resolutions

9.1 Agenda Items Adopted En Bloc

Nil

10 Confirmation Of Minutes

10.1 Confirmation of Council Minutes

10.1.1 Minutes Of The Ordinary Council Meeting Held On 21 April 2026

Officer Recommendation

That the Minutes of the Ordinary Council Meeting held 21 April 2026 (Item 10.1.1 Attachment 1) be confirmed as a true and accurate record.

10.2 Receipt of Committee and other Minutes

10.2.1 Minutes Of The Community Grants Committee Meeting Held On 21 April 2026

Officer Recommendation

That the Minutes of the Community Grants Committee Meeting held 21 April 2026 (Item 10.2.1 Attachment 1) be received.

10.2.2 Minutes Of The Inland Local Emergency Management Committee Meeting Held On 24 March 2026

Officer Recommendation

That the Minutes of the Inland Local Emergency Management Committee Meeting held 24 March 2026 (Item 10.2.2 Attachment 1) be received.

10.2.3 Minutes Of The Pannawonica Local Emergency Management Committee Meeting Held On 11 March 2026

Officer Recommendation

That the Minutes of the Pannawonica Local Emergency Management Committee Meeting held 11 March 2026 (Item 10.2.3 Attachment 1) be received.

10.2.4 Minutes Of The Onslow Local Emergency Management Committee Meeting Held On 10 March 2026

Officer Recommendation

That the Minutes of the Onslow Local Emergency Management Committee Meeting held 10 March 2026 (Item 10.2.4 Attachment 1) be received.

11 Recommendations From Committee

Audit, Risk and Improvement Committee Meeting held on 19 May 2026

ARI.1 Audit Log Status Update

File Reference	CM52
Applicant or Proponent(s)	Not Applicable
Author	D Weerasingha, Internal Auditor
Authorising Officer	K Woodward, Chief Executive Officer
Previous Meeting Reference	Audit Risk and Improvement Committee 10 February 2026 - Item 6.2
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Internal Audit Log – Outstanding and Closed Actions

Report Purpose

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

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

Background

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

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

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

Comments

This report covers the period from 15 January 2026 to 15 April 2026.

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

Finding No	Audit Report	Management Action agreed	Status
279	Internal Audit Over Corporate Credit Cards	Include Corporate Card Return in the Staff Exit Clearance Add a single checkbox confirming the return of the corporate card before employment separation is finalised.	Verified as Implemented To be closed after ARIC endorse.

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

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

Open Audit Findings

Internal Audit Topic	Not Started		In Progress		Validated		Total Open		Total Items
	15 April 2026	15 Jan 2026	15 April 2026	15 Jan 2026	15 April 2026	15 Jan 2026	15 April 2026	15 Jan 2026	
Regulation 17-2023	1	1	4	4	24	24	5	5	29
Procurement [24]	0	0	2	2	5	5	2	2	7
FMR 2024	0	0	2	2	7	7	2	2	9
Internal Audit Over Corporate Credit Cards	3	0	0	0	1	0	3	0	4
Totals	04	01	08	08	37	36	12	09	49

Consultation

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

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

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

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Nil

Legislative Implications

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

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

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

Risk Management

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

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

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

Voting Requirements

Simple Majority

Committee Recommendation

The Audit, Risk and Improvement Committee recommends that Council:

1. Endorses the closure of one validated internal audit action, number 279, as detailed in Attachment 1; and
2. Receives the updated Internal Audit Log – Outstanding and Closed Actions report dated 15 April 2026, also as provided at Attachment 1.

ARI.2 Internal Audit Schedule - May- August 2026

File Reference	CM53
Applicant or Proponent(s)	Not Applicable
Author	D Weerasingha, Internal Auditor
Authorising Officer	K Woodward, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Report Purpose

A comprehensive Strategic Internal Audit Plan 2025–2029 has been drafted in consultation with the Executive Leadership Team (ELT) and other key stakeholders. The draft plan adopts a risk-based approach consistent with the International Professional Practices Framework (IPPF) and the requirements of Regulation 17 of the *Local Government (Audit) Regulations 1996*.

Given the time required to undertake final validation, obtain stakeholder endorsement of Strategic Internal Audit Plan, and align organisational resources, an interim internal audit schedule was endorsed in 2025 and February 2026 to ensure continuity of assurance activities.

Background

An Internal Auditor commenced in March 2025. At that time, there was no current Strategic Internal Audit Plan in place to guide assurance activity for the 2025-2026 financial year. Subsequently, a new draft Strategic Internal Audit Plan (2025–2029) was developed in consultation with the previous CEO and the ELT. With the appointment of the new CEO, the updated plan has been resubmitted for further consultation and review in September 2025.

To maintain oversight of internal controls and ensure continuity of audit coverage during this transition period, the Audit, Risk and Improvement Committee (ARIC) endorsed below internal audits in 2025 and February 2026:

1. Corporate Credit Cards
2. Contract Management.
3. Firebreaks
4. Local Emergency Management

Comments

The table below outlines the current status of the internal audits.

Audit Name	Status
Corporate Credit Cards	**Completed, Endorsed and In the Follow-up** The internal audit was completed and was endorsed by ARIC February 2026. Four agreed management actions were logged in the internal audit log and in the follow-up.
Contract Management	**In - progress** Planning memorandum has been approved by CEO to start the internal audit by 31 March 2026. As of the agenda closing date 30 April 2026, the internal audit is in progress.
Fire Breaks	**Status: On Hold – By Direction of Administration** High level scope was approved by ARIC to start the internal audit by 9 February 2026 The internal audit commenced initial consultations with CEO, relevant process owners, and the development of the Planning Memorandum, Engagement Risk Assessment and Engagement Work Program in accordance with the Global Internal Audit Standards (IPPF). The Planning Memorandum was approved by the CEO on 25 February 2026. Access to required information was formally requested on 25 February 2026. During March 2026, the Internal Auditor engaged in discussions with the CEO regarding the status of the audit. The CEO subsequently directed that the internal audit be placed on hold, initially via verbal instruction during March 2026 and formally confirmed by email dated 31 March 2026. This matter was communicated to the Presiding Member of ARIC for guidance via email dated 15 April 2026.
Local Emergency Preparedness	**Status: On Hold – By Internal Audit** High level scope was approved by ARIC to start the internal audit by 9 February 2026. This matter was communicated to the Presiding Member of ARIC for guidance via email dated 15 April 2026.

It is suggested that the following audit areas be progressed during the period May to August 2026

S/N	Area	Possible Scope
1	Contract Management	To continue with same scope as endorsed previously.
2	Firebreaks	To continue with same scope as endorsed previously.
3	Local Emergency Preparedness	To continue with same scope as endorsed previously.
4	Regulation 17	We have conducted previous regulation 17 in 2023/2024 FY. Initial discussions for next regulation 17 will be started during May to August 2026 as below: **Scope as defined in below** Below regulations and DLGSC Operational Guidelines define the review scope. <u>Regulation 17</u> CEO to review certain systems and procedures (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to — (a) risk management; and (b) internal control; and (c) legislative compliance. (2) The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years. (3) The CEO is to report to the audit committee the results of that review. <u>Operational Guidelines 9</u> Operational Guidelines 9 of DLGSC (Previous name) provides items which are to be included under each a, b and c of regulation 17.

Consultation

The CEO has been consulted on the internal audit schedule. External auditors have been consulted identifying extent of their work to avoid possible duplication of assurance efforts.

Below is the ARIC endorsed consultation framework for the internal audit department.

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

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Nil

Legislative Implications

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

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

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

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Increased exposure to fraud, inadequate risk management, non-compliance with legislation, inefficient use of resources, limited accountability and transparency, reputational damage.	Possible (3)	Major (4)	High (10-16)	Establish an effective internal audit function in compliance with the International Professional Practice Framework and regulatory requirements. Adopt Internal Audit Charter and Strategic Internal Audit Plan and implement. Establish and operate an effective Risk Management Framework *ISO31000.*

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

Voting Requirements

Simple Majority

Committee Recommendation

That the Audit, Risk and Improvement Committee recommends that Council:

1. Notes the progress of the four internal audits endorsed up to February 2026, being the Internal Audit of Corporate Credit Cards, Contract Management, Firebreaks and Local Emergency Preparedness.
2. Endorses the continuation of 3 internal audits from May 2026, being the Internal audit of Contract Management, Firebreaks and the Local Emergency Preparedness; and
3. Endorses the initiation of discussions for next regulation 17 review.

ARI.3 Office of the Auditor General - Local Government 2025 Financial Audit Results

File Reference	FM09
Applicant or Proponent(s)	Not Applicable
Author	D Kennedy, Director Corporate Services
Authorising Officer	K Woodward, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. OAG - Local Government 2025 Financial Audit Results 2. OAG - Correction to timeliness of financial report submission.

Report Purpose

The purpose of this report is to inform the Audit, Risk and Improvement Committee (ARIC) of the Office of the Auditor General's *Local Government 2025 – Financial Audit Results* report, tabled in Parliament on 15 April 2026, and to formally note a confirmed factual error contained within the published report relating to the Shire of Ashburton.

Background

For the first time, the Office of the Auditor General (OAG) has tabled a sector-wide report in Parliament on the outcomes of local government financial audits, being *Local Government 2025 – Financial Audit Results*. (Attachment 1)

The report summarises the results of financial audits for 138 local government entities for the year ended 30 June 2025 and includes analysis of audit opinions, management letter findings, timeliness of reporting and financial health indicators, including current ratios.

Comments

Shire of Ashburton Audit Outcome

The audit outcome for the Shire of Ashburton was very positive and reflects a strong overall control and financial reporting environment.

Key outcomes include:

- A clean (unmodified) audit opinion for the 30 June 2025 financial year.
- Two management letter findings were identified:
    - One moderate issue relating to the omission of a gifted assets from the asset register (since rectified and noted as an unusual, non-recurring transaction); and
    - One minor issue relating to minor discrepancies in asset data entry, with additional controls implemented.

Both management letter matters have already been reported to the Audit, Risk and Improvement Committee, with agreed management actions in place and monitored through business-as-usual processes.

In addition, the Office of the Auditor General's analysis of financial health indicators shows the Shire of Ashburton recorded a current ratio of 4.92, which is well above the Band 2 median (3.42) and the sector median (3.63), indicating a strong short-term liquidity position relative to comparable local governments.

Published Error – Timeliness of Financial Report Submission

Page 37 of the Office of the Auditor General's report includes a table summarising the status and timeliness of audits across the sector. Within this table, the Shire of Ashburton is incorrectly identified in relation to the timeliness of the submission of its financial report.

The Shire formally challenged this information with the Office of the Auditor General, as the Shire:

1. Submitted its draft Annual Financial Statements by 30 September 2025, in accordance with the requirements of the *Local Government Act 1995*; and
2. Did not require an extension from the Department of Local Government, Industry Regulation and Safety (LGIRS).

The Office of the Auditor General has since confirmed in writing that:

- The incorrect date was provided to the OAG by the contract auditor in error; and
- The reference to delayed submission for the Shire of Ashburton is incorrect.

Apologies have been issued by both the Office of the Auditor General and the contract auditor for this error, with assurance provided that processes will be improved to prevent recurrence.

A copy of the written confirmation from the Office of the Auditor General is attached for transparency. (Attachment 2)

It is noted that while the report has already been tabled in Parliament and cannot be amended retrospectively, the correction ensures the Committee is accurately informed for governance and oversight purposes.

Consultation

Office of the Auditor General

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Nil

Financial Implications

Current Financial Year

Not applicable.

Future Financial Year(s)

Not applicable

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
Reputation (social/community)	Incorrect perception of Shire Financial performance.	Possible (3)	Minor (2)	Moderate (5-9)	

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

Voting Requirements

Simple Majority

Committee Recommendation

That the Audit, Risk and Improvement Committee recommends that Council:

1. Notes the Office of the Auditor General's audit results for the Shire of Ashburton for the 30 June 2025 financial year, including the issuance of a clean (unmodified) audit opinion; and
2. Notes the correction issued by the Office of the Auditor General regarding the timeliness of the Shire's financial report submission, and that the Audit, Risk and Improvement Committee is now accurately informed for governance and oversight purposes.

ARI.4 Office of the Auditor General - Local Government Management of Gifts and Benefits

File Reference	FM09
Applicant or Proponent(s)	Not Applicable
Author	D Kennedy, Director Corporate Services
Authorising Officer	K Woodward, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. OAG - Local Government Management of Gifts and Benefits

Report Purpose

For the Audit, Risk and Improvement Committee (ARIC) to note the findings of the Local Government Management of Gifts and Benefits report issued by the Office of the Auditor General (OAG) on 18 March 2026, and to provide assurance that the Shire has appropriate controls in place for the management of gifts and benefits.

Background

Since the previous ARIC meeting, the Office of the Auditor General published Local Government Management of Gifts and Benefits, a performance audit assessing how Western Australian local governments manage gifts and benefits, with a particular focus on transparency, disclosure practices, and the management of conflicts of interest.

The audit examined sector-wide practices and included detailed testing at six metropolitan local governments. The report concluded that while most entities demonstrate transparency in the disclosure of gifts and benefits, improvements are required across the sector in how conflicts of interest arising from accepted gifts are identified and managed.

The Shire of Ashburton was not one of the entities directly audited as part of this review.

Comments

Shire Position and Control Environment

Following the release of the OAG report, the Shire undertook a high-level review of its current governance arrangements relating to gifts and benefits. While no standalone internal audit was conducted, the Acting Manager Governance has confirmed that the Shire has established processes and controls consistent with legislative requirements and sector best practice.

The Shire’s current control framework includes the following key elements:

- The Employee Code of Conduct clearly outlines obligations relating to gifts, benefits and disclosure requirements
- Governance inductions provide information on gifts, benefits and conflicts of interest for relevant staff
- Periodic internal communications (including AIMS Intranet updates) remind employees of gift declaration requirements

- The Attain system is used for the disclosure of gifts received
- A statutory Gift Register is maintained and published in accordance with legislative requirements

Based on this review, the findings of the OAG report did not identify any control weaknesses specific to the Shire, nor did they trigger the need for additional internal audit or assurance activity at this time.

At the local governments audited, the OAG noted that 70% of the gifts received were accepted by staff who were involved in procurement, purchasing or contract management decisions. A review of the Shire's gifts register indicated that this had rarely occurred in the last 3 years and that the Attain cloud-based governance system provides the ability of Governance staff to effectively monitor and manage conflicts of interest.

Risk and Assurance Commentary

Management considers that the Shire's existing policy framework, systems and awareness mechanisms provide a reasonable level of assurance over the identification, recording and transparency of gifts and benefits.

The OAG report will continue to be monitored for any sector-wide trends, legislative changes, or updates to guidance issued by the Department of Local Government, Industry Regulation and Safety (DLGIRS) that may warrant further action or review.

Consultation

Governance Business Unit.

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

Code of Conduct for Council Members, Committee Members and Candidates.

Employee Code of Conduct.

Financial Implications

Current Financial Year

Not applicable

Future Financial Year(s)

Not applicable

Legislative Implications

Local Government Act 1995.

Section 5.87A – Council Members to disclose gifts

Section 5.87B - CEOs to disclose gifts

Section 5.87C - Provisions about disclosure of gifts

Section 5.89A – Register of gifts

Local Government (Administration) Regulations 1996 (WA)

Regulation 20A – Prescribed value threshold for notifiable gifts (currently $300)

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Non-compliance with the Act in relation to gifts and gifts disclosure	Possible (3)	Moderate (3)	Moderate (5-9)	Internal controls and monitoring consistent with OAG performance audit outcomes.

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

Voting Requirements

Simple Majority

Committee Recommendation

That the Audit, Risk and Improvement Committee:

1. Notes the Office of the Auditor General's report Local Government Management of Gifts and Benefits;
2. Notes management's assessment that the report does not trigger additional control assurance or internal audit activity for the Shire at this time; and
3. Notes that the Shire has appropriate governance arrangements in place for managing gifts and benefits

12 Office of the Chief Executive Officer Reports

12.1 Request for Funding and Working Group Participation - Promotion of the Australian Bureau of Statistics Census 2026 (Pilbara Region)

File Reference	GR01
Applicant or Proponent(s)	Not Applicable
Author	E Pirozek, Executive Assistant (CEO)
Authorising Officer	K Woodward, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Census 2026 – “Count the Pilbara" - Briefing Note

Report Purpose

The purpose of this report is to provide information to Council received from Regional Development Australia Pilbara (RDA Pilbara) regarding a local and regional Pilbara initiative to promote the Australian Bureau of Statistics (ABS) Australia wide 2026 Census, that is to be conducted on 11 August 2026.

Council is requested to consider and support:

- participating in the local promotion of the 2026 Census by approving the Shire’s Chief Executive Officer and the Shire President’s promotion of census messaging at all public events and appearances during June and July 2026;
- a financial contribution of $10,000 for the promotion of the 2026 Census in the Pilbara regional that is to be facilitated by RDA Pilbara; and
- participating in the working group that is to be formed to develop campaign baselines, creative materials and communication strategies prior to the conduct of the 2026 Census.

Background

The correspondence received from RDA Pilbara (“Census 2026 – “Count the Pilbara”) is provided in Attachment 1.

In summary, the advice received indicates that the Australian Bureau of Statistics (ABS) is assembling a dedicated team to improve the Pilbara population count, but their national communications will not specifically target our region.

Regional Development Australia (RDA) Pilbara intend to bridge this gap, by partnering with the ABS to co-design and deliver a Pilbara-specific communications campaign in June and July 2026.

Background information suggests that:

- the Pilbara is consistently undercounted in every Census, including 2021. The 2021 Census recorded around 55,000 residents, but the actual population living and working in the region is significantly higher.

- FIFO workers who spend more than six months in the Pilbara are meant to list the region as their usual residence, but many do not.
- Aboriginal community members may face barriers to participation due to geographic isolation, limited digital access, distrust of government and high mobility.
- Many short-term and transient residents also list addresses elsewhere rather than identifying as Pilbara residents.

These factors create a gap between the resident population and the number of people counted on Census night. This undercount reduces the Pilbara's share of Commonwealth and State funding for critical services such as health, housing, roads and infrastructure.

Improving Census participation will help achieve a more accurate population count and better funding outcomes for the region. The correspondence further outlines:

- the promotional details for "Count the Pilbara" campaign;
- role of local leaders and local government authorities;
- the working group framework and membership (RDA Pilbara, Pilbara Development Commission, ABS; the Town of Port Hedland, City of Karratha, Shire of Ashburton and Shire of East Pilbara (executive, economic development/ city growth and events team representatives, and Pilbara PBC and AC representatives;
- funding and budget use;
- promotional mediums and engagement methods; and
- timelines and commitments.

The total budget outlined for the "Count the Pilbara" promotional campaign is $50,000, with the City of Karratha, Shire of Ashburton, Shire of East Pilbara and the Town of Port Hedland contributing $10,000, alongside a $10,000 contribution from RDA Pilbara. RDA Pilbara indicates that it will give complete transparency in how funds are used, with each participating local government's input to be used directly for output in their patch. This will ensure that the participating local governments know that their investment directly supports these targeted activities, that fill gaps left by the national campaign.

Comments

Census data is a contributing factor for funding allocations across the country. Ensuring accurate count data for the Pilbara may realise better-funded hospitals, schools, roads, infrastructure and community services.

Following the information being received, discussion has occurred with the City of Karratha, the Shire of East Pilbara and the Town of Port Hedland to determine their support for the "Count the Pilbara" campaign.

The City of Karratha and the Shire of East Pilbara have indicated support to participate. The advice from RDA Pilbara indicates that the Town of Port Hedland have not determined a final position.

The "Count the Pilbara" campaign to promote the 2026 Census may provide improved data collection to support future Commonwealth and State activities in the region.

It is suggested that Council support the recommendation presented for consideration.

It should be noted that representative from RDA Pilbara, and the ABS were intending to present the “Count the Pilbara “campaign to elected members during the briefings on the May 2026 Ordinary Council Meeting day. However external factors have caused this planned presentation to be postponed until the June 2026 Ordinary Council Meeting day.

Consultation

City of Karratha
Shire of East Pilbara
RDA Pilbara

The information provided by RDA Pilbara on the “Census 2026 – “Count the Pilbara” campaign is to be presented to elected members at the Strategic Briefing session being held on 11 May 2026.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	1. People - We will support opportunities for the community to be safe, socially active, and connected.
Strategic Outcome	1.2 Communities connected with opportunities
Strategy	2 Drive community engagement to provide input to enhance opportunities aligned with community needs.

Council Policy

Nil

Financial Implications

Current Financial Year

There are existing funds available in the Economic and Tourism Development account ED24078 (Advocacy and Investment Attraction) to support the provision of $10,000 for the regional and local promotion of the Census 2026 – “Count the Pilbara” campaign.

Future Financial Year(s)

Nil

Legislative Implications

Nil

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
People	Not participating may not support improved regional and local participation in the 2026 census potentially limiting future service provisions for the broader community.	Possible (3)	Moderate (3)	Moderate (5-9)	Participating may improve statistical data collection that may improve service delivery and infrastructure management in the future,

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. Supports the Shire President and Chief Executive Officer promoting the Australian Bureau of Statistics 2026 Census at local public events (excluding council meetings) and appearances prior to census night on 11 August 2026;
2. Approves a contribution of $10,000 (excluding GST) being provided to Regional Development Australia (Pilbara) specifically for the regional and local promotion of the 2026 Census; and
3. Supports the Chief Executive Officer participating in the Working Group formed by Regional Development Australia (Pilbara) along with representatives from the Executive Leadership and Economic and Tourism Development Teams.

12.2 Amendment No.1 to the Local Planning Strategy – Consideration of Public Submissions

File Reference	LP10.8.0
Applicant or Proponent(s)	Not Applicable
Author	L Advisory, LK Advisory Pty Ltd
Authorising Officer	K Woodward, Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting 9 May 2023 - Item 11.3 – Council Decision 069/2023 Ordinary Council Meeting 10 October 2023 - Item 12.2 – Council Decision 182/2023 Ordinary Council Meeting 20 August 2024 - Item 12.2 – Council Decision 158/2024 Ordinary Council Meeting 10 December 2024 - Item 12.5 – Council Decision 253/2024
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Schedule of Submissions

Report Purpose

For Council to consider the submissions received during public consultation and recommend that the Minister for Planning approve Amendment No. 1 to the Local Planning Strategy with modifications.

For simplicity, this report refers to Amendment No. 1 to the Local Planning Strategy as the Amended Strategy.

The Amended Strategy has been prepared concurrently with the Shire's Draft Local Planning Scheme No. 8 (LPS 8), which is included as a separate item in this Council meeting agenda.

Background

The Shire's current Local Planning Strategy was first adopted by Council on 24 December 2017 and later endorsed by the Western Australian Planning Commission (WAPC) on 21 June 2021.

The *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) require a Local Planning Strategy to be prepared for each Local Planning Scheme. As the Shire has prepared a new, Draft LPS 8, a simultaneous amendment was also prepared for the Local Planning Strategy to:

- Ensure the Strategy aligns with Council's strategic direction and contemporary guiding documents such as the Strategic Community Plan (SCP) and Community Lifestyle and Infrastructure Plan (CLIP);
- Incorporate up-to-date information in the Strategy, including relating to land use, tenure, and demographic data from the 2021 Census;
- Update the Strategy to reflect changes to the State Planning Framework; and
- Ensure the Strategy aligns with and supports the newly drafted LPS 8

The key milestones and decisions associated with the review of the Shire's Local Planning Strategy are outlined below.

9 May 2023:	Council resolved to withdraw the previous version of Draft LPS 8 adopted by Council on 11 October 2022 and required a new Draft LPS 8 and concurrent amendment to the Local Planning Strategy to be referred to Council for consideration.
10 October 2023:	Council adopted: • A new (revised) version of Draft LPS 8 for referral to the EPA and approval to advertise from the WAPC; and • The Amended Local Planning Strategy for approval to advertise from the WAPC. The Scheme and Amended Strategy were subsequently referred to the EPA and WAPC in accordance with Council's decision.
20 August 2024:	Council noted the progress of LPS 8 and Amendment No. 1 to the Local Planning Strategy.
13 November 2024:	WAPC's Statutory Planning Committee considered Amendment No. 1 to the Local Planning Strategy and recommended that the Minister for Planning modify the Amended Strategy before it is advertised for public comment.
10 December 2024:	Council authorises the CEO to make the Minister's modifications and return the Amended Strategy to the WAPC for endorsement.
8 April 2025:	WAPC grants consent to advertise the Amended Strategy for public comment.

Detail

The Amended Strategy was advertised for public comment for 90 days commencing on 30 April 2025 and concluding on 29 July 2025 by way of the following:

- Letters were sent to properties within each townsite.
- Key stakeholders were notified of the proposal in writing.
- A Public Notice was placed in 'The West Australian' on Saturday 26 April 2025 inviting comment on the Amended Strategy.
- Shire staff held community 'drop-in' sessions in Paraburdoo on 28 May 2025, Tom Price on 29 May 2025, and Onslow on 30 May 2025.

- A Notice was published on the Shire's Website and Facebook page on 30 April 2025, including a full copy of the Amended Strategy and answers to Frequently Asked Questions.

The Shire received three submissions during the advertising period and four late submissions. In addition, the Shire's own review of the Amended Strategy during advertising identified several items requiring further attention.

Attachment 1 provides a summary of all submissions received and issues raised in respect of the Amended Strategy along with the Shire's comments and recommendations on each. Where modifications have been recommended, these are shown in bold text in the right column of the table in **Attachment 1** and are sequentially numbered with Roman numerals.

Comments

Attachment 1 identifies nine modifications recommended to the Amended Strategy in response to the submissions and issues raised. These modifications are reproduced below and do not materially depart from or adversely impact the advertised version of the Strategy. It is therefore considered appropriate to recommend these modifications to the WAPC prior to its final endorsement of the Amended Strategy:

i. Update the names of all Government departments and Government Trading Enterprises to reflect their current names.

ii. Delete the "Horse Agistment Investigation Area" shown on Plan 2 – Onslow Townsite Strategy Plan (Part 1, pg. 96)..

iii. Amend Section 3.1.2.3 (Onslow Townsite – Beadon Creek Boat Harbour, pg. 24) in Part 1 of the Amended Strategy to recognise that Onslow Marine Support Base (OMSB) now operates from Beadon Creek Boat Harbour (Port of Onslow) under licence from the Department of Transport.

iv. In relation to Lot 558 Beadon Creek Road, Onslow under Section 3.1.2.3 (Onslow Townsite – Beadon Creek Boat Harbour, pg. 24) in Part 1 of the Amended Strategy, delete the words "It is recommended that the new Scheme retain these provisions"

v. In Part 1, amend Sections 3.3 and 5.3 to recognise the newly created Fortescue Marsh Nature Reserve (R5462) within the list of conservation areas and designate that Reserve as 'Conservation Estate' on Plan 1.

vi. In the Table under Section 5.1 (Part 1, pg. 76) delete Action 1 which recommends including provisions in the Local Planning Scheme relating to the location of Workforce Accommodation developments and renumber the remaining Actions accordingly.

vii. Amend the following Strategy Sections (Part 2) to recognise servicing/utility capacity constraints in Onslow, Paraburdoo and Tom Price which need to be addressed to realise higher density development in these townsites:

- Table 22 (Implications, Issues and Opportunities – Population and Housing) relating to Onslow Housing Stock, Paraburdoo Housing Stock, and Tom Price Housing Stock (pg. 83 – 84).
- Table 59 (Implications, Issues and Opportunities – Infrastructure Services) relating to Power, Potable Water and Wastewater (pg. 187 – 188).
- Section 15 (Townsite Issues and Opportunities, pg. 189 – 191).

- Figures 60, 61 and 62 (Townsite Issues and Opportunities Plan, pg. 192 – 194) relating Onslow, Paraburdoo and Tom Price respectively.

viii. The Strategy is modified to show Crown Reserve 40209 (Lot 294 Hibiscus Street, Tom Price) and Crown Reserve 39852 (Lot 274 Palm Street, Tom Price) as 'Urban Investigation Areas'.

ix. The Strategy (and Draft LPS 8) is modified to show:

- Reserve 40222 (Lot 292 Poinsettia Street, Tom Price) as 'Urban Investigation Areas'.
- An Urban designation (Residential R30) over proposed Lot 501 Poinsettia Street, in accordance with the WAPC's subdivision approval for Lot 9001 South Road, Tom Price.

Consultation

The Amended Strategy was advertised for public comment concurrently with Draft LPS 8 in accordance with (and exceeding the requirements of) regulation 13 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Under regulation 14 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council is only required to consider the three submissions received during the public advertising period and is not obligated to consider the four late submissions received (in late July and August 2025). Nonetheless, all submissions have been assessed in Attachment 1 given that time was available to do so and all submissions have generally raised issues worth considering.

In addition to the public consultation period, a presentation was provided to Elected Members on 17 March 2026 summarising the key issues raised in submissions on the Amended Strategy and Draft LPS 8 and foreshadowing the recommended modifications being contemplated.

Strategic Community Plan

Community Lifestyle and Infrastructure Plan (CLIP) for Tom Price and Paraburdoo (2023).

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	2.6 Land use opportunities to benefit current and future communities
Strategy	2 Incorporate appropriate planning controls for land use planning and development.

Council Policy

Council Policy– Community Engagement

Financial Implications

Current Financial Year

The Amended Strategy and Draft LPS 8 have been prepared with the financial support of a regional planning grant from the Department of Planning, Lands and Heritage (DPLH).

Funds provided through this grant have been used to pay the Shire's appointed planning consultants, LK Advisory, to lead this project.

Future Financial Year(s)

If the Amended Strategy and Draft LPS 8 can be finalised in the current financial year, then there will be little to no expenditure on this project in future financial years.

Legislative Implications

Amendment No. 1 to the Local Planning Strategy has been prepared in accordance with Part 3 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

It now remains for Council to:

- In accordance with regulation 14, consider the submissions received on the Amended Strategy (**Attachment 1**) and make a decision to support the Strategy with or without modifications to address issues raised in the submissions; and
- In accordance with regulation 15, submit to the WAPC a copy of the advertised Strategy, a schedule of submissions received, and details of any modifications recommended by Council.

Once the WAPC receives notification of Council's decision and all supporting documents, it is required to (generally within 60 days) endorse the Strategy with or without modifications, or to refuse to endorse the Strategy.

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 endorse the officer recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Council with sufficient information for decision making.
Compliance	Community dissatisfaction with responses to submissions.	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 Amendment No. 1 to the Shire of Ashburton's Local Planning Strategy, Council:

1. Notes the submissions received and the recommended response to those submissions, as contained in the schedule of submissions in Attachment 1;
2. Pursuant to Regulation 14(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, supports Amendment No. 1 to the Local Planning Strategy subject to the modifications described in bold text in the right column of the schedule of submissions in Attachment 1;
3. Pursuant to Regulation 14(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*:
    a) Requests the Western Australian Planning Commission to endorse Amendment No. 1 to the Local Planning Strategy with the modifications referenced in 2 above; and
    b) Requires the Chief Executive Officer to provide the Western Australian Planning Commission with all necessary details and documents required to satisfy that regulation.

12.3 Draft Local Planning Scheme No. 8 – Consideration of Public Submissions

File Reference	LP10.8.0
Applicant or Proponent(s)	Not Applicable
Author	L Advisory, LK Advisory Pty Ltd
Authorising Officer	K Woodward, Chief Executive Officer
Previous Meeting Reference	Ordinary Council Meeting 9 May 2023 - Item 11.3 – 069/2023 Ordinary Council Meeting – 10 October 2023 – Item 12.2 – 182/2023 Ordinary Council Meeting – 20 August 2024 – Item 12.2 – 158/2024 Ordinary Council Meeting – 10 December 2024 – Item 12.5 – 253/2024
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Schedule of Submissions 2. Schedule of Modifications 3. Draft Local Planning Scheme (LPS) 8 Text (as advertised) 4. Draft Local Planning Scheme (LPS) 8 Maps (as advertised)

Report Purpose

The purpose of this report is for Council to consider the submissions received during public consultation on the Draft Local Planning Scheme No. 8 (LPS 8) and decide whether to support the Scheme with or without modifications, before referring it to the Western Australian Planning Commission (WAPC) for endorsement and approval by the Minister for Planning.

LPS 8 has been prepared concurrently with Amendment No. 1 to the Shire's Local Planning Strategy, which is included as a separate item in this Council meeting agenda.

Background

The Shire's current Local Planning Scheme No. 7 (LPS 7) was gazetted on 24 December 2004 and has been amended 24 times.

The key milestones and decisions associated with the Shire's review of LPS 7 and preparation of a new LPS 8 are outlined below –

9 May 2023: Council advises the EPA and WAPC that it withdraws the version of Draft LPS 8 submitted and it will resubmit a revised draft Scheme.

10 October 2023:	Council adopted: - A new (revised) version of Draft LPS 8 for referral to the EPA and approval to advertise from the WAPC; and - Amendment No. 1 to the Local Planning Strategy for approval to advertise from the WAPC. The Scheme and Amended Strategy were subsequently referred to the EPA and WAPC in accordance with Council's decision.
20 August 2024:	Council noted the progress of LPS 8 and Amendment No. 1 to the Local Planning Strategy.
16 September 2024:	EPA confirmed that LPS 8 did not require formal environmental assessment.
22 November 2024:	The Department of Planning, Lands and Heritage (DPLH), on behalf of the Minister for Planning, required modifications to LPS 8 before it is advertised for public comment.
10 December 2024:	Council authorised the CEO to make DPLH's modifications and return LPS 8 to the WAPC for consent to advertise.
8 April 2025:	WAPC granted consent to advertise draft LPS 8 and Amendment No. 1 to the Local Planning Strategy concurrently.

Detail

LPS 8 was advertised for public comment for 90 days commencing on 30 April 2025 and concluding on 29 July 2025 by way of the following:

- Letters were sent to properties within each townsite.
- Key stakeholders were notified of the proposal in writing.
- A Public Notice was placed in 'The West Australian' on Saturday 26 April 2025 inviting comment on the Amended Strategy.
- Shire staff held community 'drop-in' sessions in Paraburdoo on 28 May 2025, Tom Price on 29 May 2025, and Onslow on 30 May 2025.
- A Notice was published on the Shire's Website and Facebook page on 30 April 2025, including a full copy of the Amended Strategy and answers to Frequently Asked Questions.

The Shire received 19 submissions in total, with 15 of those received during the formal consultation period along with four late submissions.

Attachment 1 provides a summary of all submissions received and issues raised in respect of LPS 8 along with the Shire's comments and recommendations on each.

Attachment 2 lists the modifications that are recommended in response to the matters raised in Attachment 1.

The advertised version of the Draft LPS 8 Text and Maps are included as Attachments 3 and 4 respectively."

Comments

Attachments 1 and 2 identify several modifications recommended to Draft LPS 8 in response to the submissions and issues raised, with some of those recommendations also warranting changes to Amendment No. 1 to the Local Planning Strategy. Because those Strategy changes have arisen in response to LPS 8 submissions, they are included in the attachments to this report on the Draft Scheme than the accompanying Council report on the Draft Strategy.

Some of the more substantial modifications being recommended to Draft LPS 8 are summarised below:

i. In response to the Shire's own submission, rezoning Lot 248 Poinciana Street, Tom Price (Lot 248) from 'Residential R5' to 'Centre' zone, as this property is the preferred location for the Shire's new Administration Building.

ii. In response to submissions from Yindjibarndi Energy Corporation (YEC), Buurabalayji Thalanyji Aboriginal Corporation (BTAC), and Yindjibarndi Aboriginal Corporation (YAC), making changes to the zones and reserves proposed over various properties owned or controlled by those Traditional Owners.

iii. In response to a submission from BTAC, inserting a new provision in the LPS Scheme Text to require any application for approval of a development located within 200m of the centreline of the Ashburton and Fortescue Rivers to be referred to the responsible State authorities for advice on Aboriginal cultural heritage and environmental/ecological impacts, before the application is determined by the Shire.

iv. In response to a submission from Pilbara Ports, expanding the 'Strategic Infrastructure' reserve over the Port of Onslow and applying this reserve to a small land parcel on Seaview Drive, Onslow to accommodate Pilbara Ports' existing vessel traffic services control tower on that site.

v. In response to a submission from TBB on behalf of Rio Tinto Iron Ore:

- Deleting and amending proposed Workforce Accommodation provisions in LPS 8 to provide greater flexibility, discretion for Council, and recognise the need for continuity of existing Workforce Accommodation facilities within and near townsites.
- Amending the provisions for 'Development' zones to allow a Local Development Plan or Local Structure Plan to be adopted to guide subdivision or development of land in Development zones.
- Changing the zoning of land in the Camp Road Industrial Area from a Development zone to the Industry zone.
- Adding an objective to the 'Tourism' zone to allow workforce accommodation.

vi. In response to a submission from TBB on behalf of Onslow Marine Support Base:

- Amending the objective of the 'Strategic Infrastructure' reserve to include port infrastructure.
- Reverting the proposed 'Service Commercial' zone near the Port of Onslow back to its current Industry zoning.
- Deleting the 'Restricted Use' (Transport Depot) that applies to Lot 558 Beadon Creek Road and reverting the land to 'Service Commercial' zone.

vii. In response to a submission from DWER, applying an 'Environmental Conservation' reserve over the gazetted Fortescue Marsh 'Class A' Nature Reserve.

viii. In response to a further submission from the Shire, changing the zoning of various lots in Tom Price to accord with the Shire's Community Lifestyle and Infrastructure Plan (CLIP) and/or reflected endorsed Council plans and projects for those lots.

The recommended modifications are considered acceptable to make to the Draft Scheme after advertising and without the need to readvertise those modifications, for the reasons detailed in Attachment 1.

Consultation

Draft LPS 8 was advertised for public comment concurrently with the Amended Strategy in accordance with (and exceeding the requirements of) the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Under regulation 25 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council is only required to consider the submissions received during the public advertising period and is not obligated to consider the four late submissions received. Regulation 25(2)(b) does, however, allow Council to consider the late submission at its discretion.

All submissions received on the Draft Scheme have been assessed in detail and included in Attachment 1 given that time was available to do so and all submissions have generally raised issues worth considering.

In addition to the public consultation period, a presentation was provided to Elected Members on 17 March 2026 summarising the key issues raised in submissions on the Draft Scheme and Amended Strategy and foreshadowing the recommended modifications that are now recommended.

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	2.6 Land use opportunities to benefit current and future communities
Strategy	2 Incorporate appropriate planning controls for land use planning and development.

Council Policy

Council Policies » Shire of Ashburton

Council Policy – Community Engagement

Financial Implications

Current Financial Year

The Draft LPS 8 and the Amended Strategy have been prepared with the financial support of a regional planning grant from the Department of Planning, Lands and Heritage (DPLH). Funds provided through this grant have been used to pay the Shire's appointed planning consultants, LK Advisory, to lead this project.

Future Financial Year(s)

If Draft LPS 8 and the Amended Strategy can be finalised in the current financial year, then there will be little to no expenditure on this project in future financial years.

Legislative Implications

LPS 8 has been prepared in accordance with the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*.

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 endorse the officer recommendation	Unlikely (2)	Minor (2)	Low (1-4)	Provide Council with sufficient information for decision making
Reputation (social/ community)	Community dissatisfaction with responses to submissions	Unlikely (2)	Minor (2)	Low (1-4)	All submissions have been exhaustively considered and their respective impacts on the broader community have been assessed to determine whether the submissions should be supported and, if so, whether the suggested change raised in the submissions should be accepted without further advertising.

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 Draft Local Planning Scheme No. 8, Council:

1. Pursuant to Regulations 25(2)(a) and (b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* notes all submissions received on the proposed Scheme, as contained in Attachment 1;

2. Pursuant to Regulation 25(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, supports the proposed Scheme subject to the modifications contained within Attachment 2;

3. Requests the Chief Executive Officer to provide the Western Australian Planning Commission with all necessary details and documents required to satisfy Regulation 28 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for finalisation of the proposed Scheme.

13 Corporate Services Reports

13.1 Fees and Charges 2026-2027

File Reference	FM28
Applicant or Proponent(s)	Not Applicable
Author	R McDermott, Chief Financial Officer
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Shire of Ashburton - Proposed Fees and Charges 2026-2027 2. Pilbara Regional Wate Facility Fees and Charges 2026-2027 - Confidential

Report Purpose

Council is required to adopt its Fees and Charges as part of the annual budget process.

The purpose of this report is to consider the level of imposition of fees or charges for any goods or services it provides or may provide.

Council is requested to adopt the schedule of Fees and Charges for 2026-2027 effective 1 July 2026.

Background

The Annual Budget is to include a schedule of Fees and Charges for imposition during the relevant financial year.

The adoption of the Annual Budget is generally the mechanism by which Council accepts and imposes fees and charges, however many Councils set new fees and charges earlier so that they may be advertised prior to the budget adoption and the community advised in advance of any changes.

This item allows for the early adoption of proposed fees and charges for 2026-2027 financial year, effective 1 July 2026.

Comments

Shire officers have undertaken an analysis on the proposed fees and charges to be imposed.

Officers, in reviewing and proposing the applicable fees and charges, have taken into consideration legislative requirements regarding setting the level of fees and charges.

The proposed schedule of fees and charges is attached together with separate attachment for the Pilbara Regional Waste Management Facility (PRWMF).

The Long-Term Financial Plan (LTFP) is predicated on fees and charges growth of 4.5% per annum. Cognisant of the current cost of living pressures and the rate revenue growth being forecast, most fees are recommended to stay at current levels.

The Airport and Waste Operations generate the bulk of fees and charges revenue. Airport fees will be reviewed further as part of the anticipated capital upgrades.

A new fee has been added to the Environmental Health area to cover the cost of conducting food premise and lodging inspections. The current fee does not include any reimbursement of travel costs and the fee proposed is based on cost recovery of this expense.

Consultation

Elected Members
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

Fees and charges constitute approximately 17% of the operating funds required to undertake the activities of the Shire.

If adopted, due to the fees and charges being determined outside the Annual Budget adoption, local public notice is required. There will be minor associated advertising expenses.

Future Financial Year(s)

Nil

Legislative Implications

Local Government Act 1995

Section 6.16 – Imposition of fees and charges

Council, by an absolute majority decision, may impose and recover or charge for any goods or services it provides or proposes to provide.

Fees and charges are to be imposed when adopting the annual budget, although may be imposed during the year, and may be amended from time to time.

Local Government Act 1995

Section 6.17 – Setting level of fees and charges

In determining the amount of a fee or charge for a service or for goods Council must consider:

a) The cost to provide the service or goods,
b) The importance of the services or goods to the community, and
c) The price at which an alternative provider could provide the services or goods.

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	Council does not impose the fees and charges, as proposed.	Unlikely (2)	Insignificant (1)	Low (1-4)	Provide Council with adequate information to make an informed decision and adopt the schedule of fees and charges.

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

Voting Requirements

Absolute Majority

Officer Recommendation

That with respect to the Fees and Charges for the 2024-2025 financial year, Council,

1. In accordance with section 6.16 of the *Local Government Act 1995,* imposes the Fees and Charges as detailed in Attachment 1, effective 1 July 2026; and
2. Endorses the attached Fees and Charges (Commercial in Confidence) as detailed in Attachment 2, for the Pilbara Regional Waste Management Facility, effective 1 July 2026.

13.2 Monthly Financial Statements - April 2026

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 Report - April 2026

Report Purpose

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

The purpose of this report is to present the Statement of Financial Activity for the month ended 30 April 2026.

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

Background

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

Comments

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

Consultation

Executive Leadership Team
Management Group
Finance Team

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Nil

Financial Implications

Current Financial Year

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

Future Financial Year(s)

Nil

Legislative Implications

Local Government Act 1995

Section 6.4 (Financial report)

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

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

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

Risk Management

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

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

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council, in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Statement of Financial Activity, and associated documentation for April 2026, as included at Attachment 1.

13.3 Monthly Schedule of Accounts Paid - April 2026

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 - April 2026

Report Purpose

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

The purpose of this report is to present the:

- Schedule of Creditor Accounts Paid for April 2026; and
- Corporate Credit Card and Payment Card Reconciliations for April 2026.

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

Background

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

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

Comments

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

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

Description	Amount $
Municipal Fund	
Electronic Funds Transfers	8,363,857.44
Credit Cards	406,150.32
Payroll	1,190,854.89
Bank Fees and Charges	1,470.36
Municipal Fund Total	**9,962,333.01**
Trust Fund	
Electronic Funds Transfers	0.00
Trust Fund Total	**0.00**
Payment Cards	
Credit Cards	92,701.62
Fuel Cards – Ampol	9,503.85
Fuel Cards – Viva / Shell	23,935.20
Taxi Cards – Cabcharge	2,410.28
Payment Cards Total	**125,551.05**

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

Month	EFT Payment	Direct Debits	Credit Cards	Payroll	Bank Fees	Total Payment
July 25	11,877,167	464,990	84,140	1,609,770	2,351	14,039,011
August 25	13,059,809	153,819	84,816	1,059,073	2,337	14,359,856
September 25	12,329,479	4,714	62,308	1,1125,90	2,709	13,524,800
October 25	20,344,341	749,066	79,176	1,143,187	2,540	22,318,311
November 25	13,085,271	387,119	67,783	1,202,171	3,002	14,745,346
December 25	8,493,936	368,574	58,728	1,736,787	1,437	10,659,462
January 26	8,707,051	472,208	46,136	1,194,558	1,706	7,421,659
February 26	5,914,511	328,894	70,253	1,149,209	1,286	7,464,153
March 26	4,472,339	326,981	72,936	1,203,312	1,818	6,077,388
April 26	8,363,857	313,448	92,701	1,190,854	1,470	9,962,333
Total YTD	**103,648,357**	**3,496,567**	**724,444**	**12,614,511**	**20,655**	**120,504,536**
Total 25/26	**83,319,933**	**3,931,059**	**579,458**	**13,971,918**	**30,854**	**101,833,224**

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
Property (plant, equipment, buildings)	Council does not accept the officer recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Council with adequate information to make an informed decision.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council, in accordance with regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996*, confirms the Monthly Schedule of Accounts Paid for April 2026, inclusive of purchasing cards payments for April 2026, as included at Attachment 1.

13.4 Shire of Ashburton Public Health Plan 2026-2031 - Adoption

File Reference	2655090
Applicant or Proponent(s)	Not Applicable
Author	C Walker, Coordinator Environmental Health Services
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Ordinary Council Meeting 17 March 2026 - Item 13,4 – 036/2026
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Shire of Ashburton Public Health Plan 2026-2031

Report Purpose

The purpose of this report is to present the final Shire of Ashburton Public Health Plan 2026–2031 for Council adoption.

Background

The Shire of Ashburton has prepared its first local Public Health Plan in accordance with the *Public Health Act 2016*, the State Public Health Plan, and the Shire of Ashburton Strategic Community Plan 2022–2032.

The local Public Health Plan prepared identifies local public health priorities, population health considerations, and strategic actions to support community health and wellbeing over a five-year period (2026–2031).

Council previously considered the draft Public Health Plan at the March 2026 Ordinary Meeting and resolved to release it for public consultation. Extensive stakeholder and community engagement informed the development of the draft Plan prior to that resolution.

Following Council's endorsement, the draft Plan was released for further public consultation. This report now presents the final Plan for Council adoption.

Comments

Adoption of the Shire of Ashburton Public Health Plan 2026–2031 will ensure the Shire meets its statutory obligations under the *Public Health Act 2016* to have a current local public health plan aligned with the State Public Health Plan.

The Plan provides a strategic framework to guide public health planning, service delivery, and partnerships across the Shire. The Plan aligns with the Shire's Strategic Community Plan and supports delivery of long-term community wellbeing outcomes.

No submissions were received during the final public consultation period; therefore, no changes to the Plan were required.

Consultation

Previous Consultation

Comprehensive consultation was undertaken between July and September 2025 to inform the development of the draft Public Health Plan. Outcomes from this consultation were previously reported to Council and are summarised within the Plan.

Final Public Consultation

Following Council endorsement, the draft Public Health Plan was released for public consultation in accordance with Council's resolution. Consultation closed on 1 April 2026.

The consultation was promoted through:

- Public notice on the Shire website
- Social media channels
- Direct email distribution to identified stakeholders

No submissions or feedback were received during this consultation period.

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	3.3 Clean, safe, and accessible communities
Strategy	1 Develop and maintain the Public Health Plan.

Council Policy

Nil

Financial Implications

Current Financial Year

All activities associated with development and consultation were delivered within existing budget allocations.

Future Financial Year(s)

Implementation of the Public Health Plan as presented will be managed within existing operational resources and future budget processes.

Legislative Implications

Section 45 of the *Public Health Act 2016* requires local governments to prepare and adopt a local public health plan consistent with the State Public Health Plan by 4 June 2026.

Endorsement of the Shire of Ashburton Public Health Plan 2026–2031 as provided at Attachment 1, will satisfy this legislative requirement. Once adopted, the Plan must be made publicly available without charge.

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Failure to adopt a compliant public health plan within the required legislative timeframe.	Unlikely (2)	Moderate (3)	Moderate (5-9)	Adoption of the Public Health Plan in accordance with legislative requirements.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council adopt the Shire of Ashburton Public Health Plan 2026-2031, as provided in Attachment 1.

13.5 Quarterly Progress Reporting

File Reference	CM05
Applicant or Proponent(s)	Not Applicable
Author	J Rouse, Governance Officer
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Ordinary Council Meeting 20 May 2025 – Item 13.3 - 078/2025 Ordinary Council Meeting 19 August 2025 – Item 13.1 - 149/2025 Ordinary Council Meeting 18 November 2025 – Item 13.4 – 215/2025 Ordinary Council Meeting 17 February 2026 – Item 13.5 – 014/2026
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Strategy Register

Report Purpose

The purpose of this report is to present the 3rd quarter of 2025/2026 (1 January 2026 – 31 March 2026) progress updates to Council on the actions detailed in the following strategic documents:

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

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

Background

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

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

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

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

Comments

Quarterly progress reports:

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

Detailed progress updates on the actions listed in the strategic documents listed above for the 3rd quarter of 2025/2026 have been attached to this report. Statistics and further commentary for each plan/strategy have been included below.

Corporate Business Plan 2023-2027

The status of actions from the CBP are as follows.

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

The following key initiatives were completed during the reporting period and updates are provided for review within Attachment 1.

Key initiative	Comment
1.3.2.2 Collaborate where possible with community groups, schools and the Communities team to delivery joint programs to the community.	Author collaboration with the events team on 7 March 2026. Tom Price Hospital Redevelopment Project - Tom Price library provided as space on 12 March 2026 Collaboration with North West Alliance on 10 - 12 & 13 March in the Paraburdoo, Pannawonica and Tom Price Libraries
1.3.3.2 Develop a Local History database.	Engaged with Paraburdoo Saints, Paraburdoo Golf Club, Para Riders, Tom Price Drive-in, Jarndunmunha Festival, Karingal, Paraburdoo men's shed, Beadon Bay Hotel, Goods Shed Museum, Onslow Keepers, Dawn McAullay, Paraburdoo Teachers and Peter and Rhonda Swalling regarding adding to local history database.

1.3.3.4 Provide information services to people researching the history of the Shire of Ashburton.	Total of 80 people / organisations have engaged with the Local History team regarding seeking information pertaining to local history
2.3.1.2 Upgrade the Tom Price reticulation system to ensure key assets are maintained.	Consultant report received on upgrade of irrigation systems at ovals in Tom Price, Paraburdoo and Onslow.
2.4.1.1 Complete a drainage network condition assessment for Paraburdoo and develop a program of works for the Long-Term Financial Plan.	Developing Drainage Asset Management Plan which includes updated to LTFP
2.5.2.1 Conduct a waste management service review across all waste sites and develop annual plans to ensure alignment with better practice, audit, compliance and customer service.	Consultant and trainer on site April 2026 to assist in best practice operation at Tom Price and Paraburdoo landfill sites.
2.6.3.1 Review the Local Planning Strategy. and 2.6.3.2 Develop a new Local Planning Scheme.	Public advertising for the Scheme and Strategy has been completed. Submissions received have been reviewed with a briefing presented to Council at March 2026 with agenda items being presented to Council at its May 2026 OCM for a recommendation for Final Approval Gazettal is expected to be in Q4 2026.
3.3.1.2 Develop the Shire of Ashburton Public Health Plan in accordance with the Public Health Act 2016 and Department of Health guidelines.	Draft copy of the Shire's Health Plan is being presented to Council at its May 2026 OCM.
3.3.3.2 Liaise with identified stakeholders on public health issues impacting the community.	Fight the Bite updates and community education due to active traces of Murray Valley Encephalitis
4.3.3.1 Share community information through various media channels.	Cyclone Mitchell and Cyclone Narelle emergency communications posted in a timely manner on Facebook and the website as well as website alert banners for easier visibility then updated when necessary. Community Showcase communications and new printed A frames for increased public visibility in all towns.

Economic Development Strategy 2024-2028

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

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

No actions were updated during the reporting period.

Local History Strategy 2025-2029

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

Plan	Total	Completed	In progress	Not started
1. Community and Social Media Engagement	35	12	15	8
2. Oral History	25	3	12	10
3. Digitisation	23	8	6	9
4. Processes and Procedures	23	6	11	6
5. Preservation and Storage	22	1	12	9
Total	**128**	**30**	**56**	**42**

The following key initiatives were completed during the reporting period.

Key initiative	Comment
1.2.2 Establish community and stakeholder partnerships that can contribute to and enhance the success of the Local History Strategy	SOA are now members of History West. The Shire is now part of an established Microsoft Teams group with library consortium with a total of 21 Shire's having access to group to discuss all things local history
1.2.3 Develop a program of Library activities to encourage community exploration and interest in local history	Currently planning for days in August 2026 to discuss 20274 local history programs for schools and in libraries.

1.2.4 Incorporate local history into community perception surveys and other Shire focus areas, to continually monitor and report on the support and priority for local history	Welcome Showcase social media posts created to encourage attendance
1.6.1 Develop promotional campaigns for community members to donate or loan physical and original items	Social media post on Pilbara Strike of 1946 completed.
1.9.7 Develop evaluation methods and tools across local history activities and projects, to identify community outcomes (eg. survey, comment cards, polls, reviews, attendance, participation, enquiries etc)	2026 Year Book for each town has been created to capture information for the year.

Marketing and Communications Strategy 2024-2027

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

Priority goal	Total	Completed	In progress	Not started	Overdue
1. Annual Marketing and Communications Plan	4	4	0	0	0
2. Cross Platform Innovation	3	2	1	0	0
3. Strategic Delivery	4	1	3	0	0
4. Prioritise Key Information Sources	7	7	0	0	0
5. Accessibility and Inclusion	5	5	0	0	0
6. Local and Cultural Heart	4	4	0	0	0
7. Community Integrations	4	4	0	0	0
8. Community Surveys and Data	2	1	1	0	0
Total	**33**	**28**	**5**	**0**	**0**

The following key initiatives were completed during the reporting period.

Key Initiative	Comment
4.3 Members of Council promoted as information specialists. Strategic campaign around profiling Members of Council and how to engage with them.	Elected Member biographies have been updated on the Shire's website after a request for information in January 2026. Videos with specific elected members have also been posted profiling them and their town.

My Pilbara Home Strategy

Community Access and Inclusion Plan 2023-2027

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

Outcome	Total	Completed	In progress	Not started
1. People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.	10	6	3	1
2. People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.	11	4	5	2
3. People with disability receive information from the relevant public authority in a format that will enable them to access the information as readily as other people are able to access it.	8	4	4	0
4. People with disability receive the same level and quality of service from the staff of a public authority as other people receive from staff of that public authority.	10	7	2	1
5. People with disability have the same opportunities as other people to make complaints to a public authority.	3	3	0	0
6. People with disability have the same opportunities as other people to participate in any public consultation by a public authority.	4	4	0	0
7. People with disability can obtain and maintain employment with a public authority.	5	4	1	0
Total	**51**	**32**	**15**	**4**

No actions were completed during the reporting period.

Youth Strategy 2023-2025

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

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

The Youth Strategy 2023-2025 has now expired. A new Youth Strategy is currently being drafted and is expected to be presented to Council in June 2026 for endorsement.

Arts Strategy 2024-2027

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

Action	Total	Completed	In progress	Not started	Overdue
1. Capacity Building	3	0	3	0	0
2. Participation	2	1	1	0	1
3. Artist Recruitment and Recognition	4	2	1	1	1
4. Coordination and Collaboration	3	2	1	0	0
Total	**12**	**5**	**6**	**1**	**2**

There were no deliverables completed during the reporting period.

Club Development Plan 2024-2027

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

Action	Total	Completed	In progress	Not started	Overdue
1. Capacity Building	8	3	5	0	2
2. Participation	4	1	3	0	1
3. Volunteer Recruitment and Recognition	4	2	0	2	0
4. Coordination and Collaboration	6	4	1	1	1
Total	**22**	**10**	**9**	**3**	**4**

There were no deliverables completed during the reporting period.

Community Programs and Events Strategy 2024-2027

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

Action	Total	Completed	In progress	Not started	Overdue
1. Capacity Building	6	4	1	1	0
2. Participation	2	1	1	0	0
3. Volunteer Recruitment and Recognition	1	0	1	0	0
4. Coordination and Collaboration	4	4	0	0	0
Total	**13**	**9**	**3**	**1**	**0**

The following key initiatives were completed during the reporting period.

Key Initiative	Comment
Asset mapping complete for each town and Community Development Framework updated.	Community Development Framework completed including asset mapping across towns, this in an annual process to ensure it is kept up to date and relevant to community movements.

Reconciliation Action Plan 2024-2025

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

Pillar	Total	Completed	In progress	Not started	Overdue
Relationships	9	9	0	0	0
Respect	9	8	0	1	1
Opportunities	7	4	2	1	1
Governance	5	2	2	1	3
Total	**30**	**23**	**4**	**3**	**5**

The following key initiatives were completed during the reporting period.

Key Initiative	Comment
7.3 Investigate including names in local Aboriginal languages in the Shire's signage renewal policy.	Native titles have been included referencing tourist sites for Visit Ashburton in the new visitor and tourism signage and destination book completed February 2026.
8.3 Develop a business case for Aboriginal and Torres Strait Islander employment at the Shire.	A new Indigenous Recruitment Strategy is currently in the process of being drafted.

Consultation

Executive and Managers provided progress updates for their relevant areas.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Nil

Legislative Implications

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

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Negative public perception if the Shire does not meet progress expectations.	Possible (3)	Minor (2)	Moderate (5-9)	Provide regular updates to Council and the community via Council agendas and provide commentary where actions are not progressing in line with expected timeframes.

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

Voting Requirements

Simple Majority

Officer Recommendation

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

14 Infrastructure Services Reports

14.1 Pathways Asset Management Plan 2026-2036

File Reference	CP09
Applicant or Proponent(s)	Not Applicable
Author	D Hobson, Manager Asset Planning
Authorising Officer	G Harris, Director Infrastructure Services
Previous Meeting Reference	Ordinary Council Meeting 20 May 2025 – Item 14.1 – (085/20250
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Pathways Asset Management Plan 2026-2036

Report Purpose

The purpose of this report is to provide Council with the Pathways Asset Management Plan 2026-2036 (Pathways AMP).

Council is requested to consider allocating funds in accordance with the Pathways AMP into the Long-Term Financial Plan.

Background

The Shire currently has a Strategic Asset Management Plan 2023-2028 which provided asset information on a number of asset classes, including pathways. Since the development of this Plan, new pathways financial modelling was undertaken in June 2025 (File Reference CP09 – 20 May 2025) which resulted in more current pathways data than that contained in the Strategic Asset Management Plan.

The Pathways AMP (Attachment 1) will be an informing document for a new Strategic Asset Management Plan which will be produced in approximately 12 months' time.

Comments

The purpose of an asset management plan is to:

- Provide a systematic approach to asset management.
- Address critical risks associated with ageing infrastructure and limited funding.
- Ensure infrastructure supports the community's social, economic, and environmental goals.

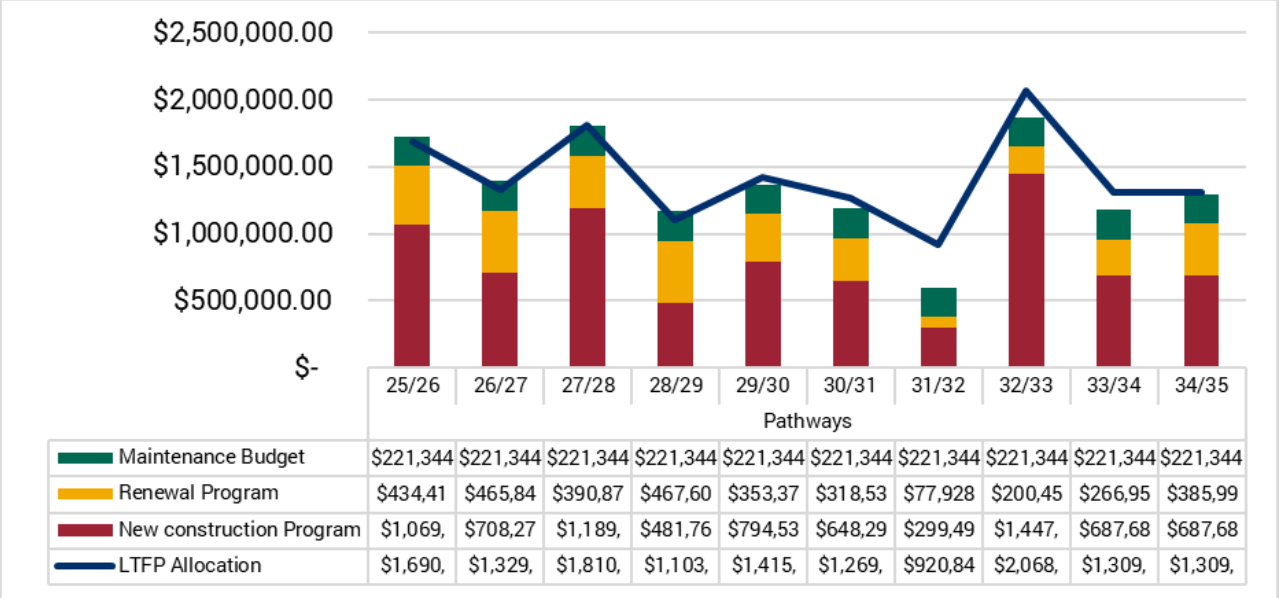
This Pathways AMP details information about pathway assets with renewals and maintenance which are required to maintain service levels, optimise lifecycle costs, and support long-term financial sustainability.

The Plan defines the services, how they are provided and what funds are required to provide the services over the 10-year planning period. The Pathways AMP expenditure forecasts inform the Long-Term Financial Plan which typically considers a 10-year planning period.

The Pathways AMP considers renewal and maintenance of $11.721 million of pathway assets which consist of:

Pathway Types	Quantity	Replacement Value
Pathways	76 km	$11,452,336
Pedestrian Ramps/Links	413	$174,221
Footbridges	3	$95,000
Total		**$11,721,557**

Based on the comparison between the financial numbers in the Pathways AMP and the adopted Long Term Financial Plan (LTFP) there is an average of 106% or a total of $638,060 over the 10 year life of the LTFP. The graph below shows this comparison and while there are a number of years where there is a surplus, there is also a deficit of funds in 2025/26, 2026/27 and 2028/29.



The funding consists of three funded activities being maintenance, renewal, and capital works programs. The renewal activities on pathway assets have been developed utilising the condition data and modelling software to determine the allocation each year.

The Pathways AMP details the critical assumptions along with improvement activities that need to be undertaken to further enhance current road data.

The forecast expenditure detailed in the Pathways AMP indicates an Asset Renewal Funding Ratio (planned renewal budget for the next 10 years / forecast renewal outlays for the next10 years identified as warranted in the Pathways AMP), of 106% which illustrates that over the next 10 years we expect to have 106% of the funds required for the optimal capital renewal of pathways assets.

Consultation

The Pathways AMP has been developed by the Asset Planning team and reviewed by the Director Infrastructure Services and technical staff.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Council Policy – Asset Management

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

The table below details the annual surplus and shortfalls when the Pathways AMP financials are compared to the LTFP financials, and the resulting cumulative effect of the forecast capital renewal expenditure as detailed in the Pathways AMP. This table also shows that there are several financial year periods that forecast surplus results, and conversely periods where shortfalls occur, specifically in 2025/26, 2026/27 and 2028/29.

The three options available to account for the surplus and shortfalls identified in the Road AMP and as shown in Table 1,0 below include:

- Surplus funds are retained year on year;
- The budget is reviewed annually; or
- The LTFP is updated to reflect the planned capital renewal works as detailed in the Pathways AMP.

Table 1.0 Surplus/Shortfall Forecast

Financial Year	Annual Allocation (LTFP)	PAMP Requirement	Cumulative Surplus/Deficit
2025/2026	$400,000	$434,410	-$34,410
2026/2027	$400,000	$465,840	-$100,250
2027/2028	$400,000	$390,870	-$91,120
2028/2029	$400,000	$467,600	-$158,720
2029/2030	$400,000	$353,370	-$112,090
2030/2031	$400,000	$318,530	-$30,620
2031/2032	$400,000	$77,930	$291,450
2032/2033	$400,000	$200,450	$491,000
2033/2034	$400,000	$266,950	$624,050
2034/2035	$400,000	$385,990	$638,060

Legislative Implications

Local Government Act 1995
Main Roads Act 1930
Road Traffic Act 1974

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)	Pathway deterioration due to lack of maintenance repair or renewal.	Possible (3)	Moderate (3)	Moderate (5-9)	Implement a proactive scheduled maintenance and renewal program. Ensure budget allocations and resources are available.
Interruption to service	Pathway deterioration due heavy rain or flooding.	Possible (3)	Moderate (3)	Moderate (5-9)	Ensure adequate inspections and preventative maintenance is in place before and after adverse weather conditions.
Interruption to service	Pathway deterioration due to increased traffic or vegetation intrusion.	Unlikely (2)	Minor (2)	Low (1-4)	Monitoring and long-term tracking of any potential changes to population traffic and surrounding vegetation.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. Endorses the Pathways Asset Management Plan 2026-2036, as provided at Attachment 1.
2. Adjustment of the Long-Term Financial Plan to reflect the renewal works program as per the Pathways Asset Management Plan 2026-2036

14.2 Early Procurement for 2026/2027 Projects

File Reference	RD17
Applicant or Proponent(s)	Not Applicable
Author	G Harris, Director Infrastructure Services
Authorising Officer	K Woodward, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Report Purpose

The purpose of this report is to seek Council approval to undertake an early procurement process for certain projects currently in the 2026/27 Draft Budget.

Council is requested to affirm support for listing for consideration an allocation of $10,593,000 in the 2026/27 Shire of Ashburton Budget for the infrastructure projects detailed in this report.

Background

The Shires annual budget contains capital projects that require procurement which doesn't normally commence until the budget has been adopted by Council. BY the time tenders are called, received, assessed and awarded a minimum of 3 months is required for the procurement process. This then means that projects are ready to commence at the earliest in November 2026 right before the wet season starts and Christmas break, therefore most projects are Held over and works commence in April of the flowing year.

Comments

The infrastructure projects listed in the following table are currently contained in the 2026/27 Draft Budget as follows -

Project Name	Anticipated Budget (excl. GST)
Floodway Stabilisation of Roebourne-Wittenoom Road between SLK 105 – 159	$2,500,000
Fortescue Road and Nickol Avenue – Footpath Construction, Paraburdoo	$1,243,000
Ashburton Downs Road – Floodway Reconstruction	$3,000,000
Onslow Peedamulla Road – Floodway Reconstruction	$3,000,000
Glennflorrie Road – Reinstate culvert crossing including. Floodway SLK 70.98	$850,000
Total Anticipated Cost	$10,593,000

All of the above projects are at a shovel ready stage and 2 of them involve significant floodway reconstructions, 2 involve cement stabilisation of minor floodways on rural roads, while the Paraburdoo footpaths is construction ready with an opportunity to deliver it prior to the end of the year. Early procurement should allow for these projects to be completed prior to the commencement of the wet season.

This is the first time that Infrastructure Services has been in a position to have projects ready prior to the next financial year and will allow for some projects to be delivered in the first part of the financial year and not being required to carry forward projects and funds into the following financial year due to late commencement of works.

Early approval, if supported is intended to improve deliverability, support value for money outcomes, and reduce program risk associated with seasonal constraints and limited contractor capacity for the specific projects detailed in this report. Other opportunities for early activity include:

- Improved engagement with the market,
- Earlier tender release and award may improve value for money by accessing pricing before contractor schedules tighten;
- Secure more competitive pricing before contractors' workloads peak;
- Scheduling of tender periods;
- Additional time to assess submissions received;
- Improved program certainty, allowing better coordination of resources, stakeholder communications and traffic management;
- Negotiate where appropriate; and
- Reduced risk of scope deferral into later years and improved likelihood of delivering the full 2026/27 program.

Should Council support this report then officers will commence procurement process and release tenders in accordance with the Shire's procurement requirements.

Delivery timeframes will be confirmed following tender award and contractor mobilisation planning.

Consultation

Internal consultation has occurred with relevant service areas to confirm project readiness, preliminary scope, and indicative budgets.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

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

Council Policy

Council Policy - Purchasing and Procurement

All Shire procurement activities and managed in line with requirements of the *Local Government Act 1995* in respect to tenders in conjunction with this policy and any applicable delegation limitations and contract management practices.

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

While the procurement process will commence in the current financial year no contracts will be awarded until such time as the 2026/27 budget has been adopted by Council. Projects are identified in the draft budget and there is no commitment for Council to award a contract once it has been called.

There is currently $3.17 million of unallocated funds in the draft roads budget, as discussed with Council this will be held pending prices obtained during the procurement process to ensure adequate funds are available and that we are receiving value for money especially due to current circumstances such as the volatile nature oil and oil derived products.

Legislative Implications

Local Government (Functions and General) Regulations 1996 Part 4 – Provision of Goods and Services Division 2 – Tenders for Providing Goods and Services (s3.57)

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Project (time)	The projects may need to be carried forward into the following financial year dependent on the seasonal conditions	Likely (4)	Moderate (3)	High (10-16)	Award contracts upon budget adoption giving the best opportunity for the project to be delivered before the end of the financial year

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council approve for the following projects to commence to procurement, as per Council Policy – Purchasing and Procurement:

1. Floodway Stabilisation of Roebourne-Wittenoom Road between SLK 105 – 159;
2. Fortescue Road and Nickol Avenue – Footpath Construction, Paraburdoo;
3. Ashburton Downs Road – Floodway Reconstruction;
4. Onslow Peedamulla Road – Floodway Reconstruction; and
5. Glennflorrie Road – Reinstate culvert crossing including. Floodway SLK 70.98.

14.3 Proposed Local Planning Policy 9.1 - Sea Containers

File Reference	LP10.8.0
Applicant or Proponent(s)	Not Applicable
Author	R Wallin, Coordinator Planning and Lands
Authorising Officer	G Harris, Director Infrastructure Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Draft Local Planning Policy 9.1 - Sea Containers

Report Purpose

The purpose of this report is to present the draft Local Planning Policy 9.1 – Sea Containers for the purpose of community consultation.

Council is requested to formally resolve to advertise the draft Local Planning Policy 9.1 - Sea Containers as set out in Attachment 1 for public comment for a period of not less than twenty-one (21) days, in accordance with the provisions of Schedule 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Following completion of the public comment/consultation period, a further report will be presented to Council to consider any submissions received and to determine a final position on this proposed Local Planning Policy.

Background

This Local Planning Policy (LPP) has been prepared to assist in providing a clear and consistent approach to assessing sea container proposals and to set limits and criteria for determining where and when a sea container is acceptable.

While sea containers provide a convenient, safe and secure storage option for remote transient populations, the design and appearance of sea containers can present issues for achieving attractive urban streetscape outcomes.

A LPP provides additional criteria for development assessment not otherwise contained in a local planning scheme. In terms of a planning instrument, LPP's guide the exercise of discretion in decision making and are afforded "due regard".

"Due regard" in a planning context means that the relevant matters be given:

- Active and positive consideration; or
- Proper, genuine and realistic consideration.

It is proposed to implement this LPP under Local Planning Scheme No.7 (LPS7) prior to finalising the Shire of Ashburton Local Planning Scheme 8 (LPS8).

This is to provide a mechanism to address recently raised concerns about sea containers within an urban context. It is noted that LPS8 is being presented to Council at this meeting for a recommendation for final approval. It is likely that the finalisation and gazettal of LPS8 will take some time to complete, noting the need for the Western Australian Planning Commission to make recommendations to the Minister and for modifications to be completed.

Presenting this draft LPP, under LPS7 enables the LPP to be implemented with limited delay while affording opportunity to review its effectiveness and update when LPS8 is closer to finalisation.

Comments

It is evident that sea containers are being used within the Shire as a permanent basis for storage needs. While sea containers revolutionised global trade through their standard design and modular transportability, these design features were never considered for an urban setting. Due to this, sea containers present an industrial aesthetic that is often out of place within residential areas and erode streetscape outcomes.

This draft LPP has been prepared to ensure that sea containers are located to minimise impacts on streetscape and local amenity (refer to Attachment 1).

The following provides a summary background on the existing planning and building framework that the draft LPP works within.

Town Planning Requirements – Residential zone

In a residential setting, sea containers are classified as outbuildings and controlled through the outbuilding element of the Residential Design Codes (R Codes). If a sea container is located consistent with the "deemed to comply" requirements of the R Codes, no development application is required. The deemed to comply elements include the following criteria:

- Complies with setbacks for side and rear boundaries (range from nil to 1.5m depending on wall length)
- Does not exceed wall height of 2.4m (sea containers have a wall height of 2.4m)
- Not located within a street setback area (depending on density code between 4m and 6m from the front property boundary)
- Does not reduce open space or private outdoor open space below specified limits
- Does not result in an aggregate of floor area of 60m^2 for outbuildings on a lot (a single sea container has a floor area less than 60m^2)

The draft LPP seeks to add additional criteria for the Residential zone to ensure that sea containers do not project forward of the building line facing the street. This it to ensure that a sea container does not occupy a prominent position in the streetscape.

Town Planning Requirements - non-residential setting

A development application is required for all sea containers within non-residential zones and reserves under LPS7. There are no development approval exemptions under LPS7 or the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations).

LPS7 does not provide any specific guidance for applicants or the Shire for assessing the appropriateness of an application. The only guidance is provided in Clause 67(2) of the Regulations that provides an extensive list of matters that a decision maker is required to have due regard to.

The draft LPP presented seeks to provide controls on the placement of sea containers within zones, reflecting a balanced approach to acknowledge the practicalities of remote business needs and setting streetscape standards.

Building Framework

While building approvals are separate from development approvals, all sea containers are required to comply with the National Construction Code (NCC) / Building Code of Australia (BCA) as the structures are being repurposed and being used as a building. The key considerations from a building perspective are:

a) to ensure that the sea container is tied down.

b) In a commercial setting, being located within 3m of a boundary or a fire source feature.

Consultation

Should Council resolve to adopt the LPP for the purposes of public advertising, it will be advertised for public comment for a period of at least twenty-one (21) days in accordance with clauses 4(1) and 4(2) of the Regulations.

A further report will be referred to Council with recommendations incorporating any comments received during the public advertising period. This further report will enable Council to consider the LPP again for final approval.

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	2.6 Land use opportunities to benefit current and future communities
Strategy	2 Incorporate appropriate planning controls for land use planning and development.

Council Policy

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Nil

Legislative Implications

A LPP does not form part of a Local Planning Scheme and cannot bind the decision maker in respect of an application or planning matter, however, the decision maker is required to have due regard to the provisions and objectives of the policy in its decision making.

The Shire can adopt LPP's relating to matters of local development under Part 2, Division 2 of the Regulations. This draft policy has been made pursuant to this legislation.

Furthermore, the provisions of Schedule 2, Clause 4 of the Regulations require advertising to occur, and a period for making submissions to be no less than a period of twenty-one days after the day on which the notice was first published.

Risk Management

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

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Failure to adopt a new LPP will potentially lead to inconsistent assessment of proposals.	Possible (3)	Minor (2)	Moderate (5-9)	Approving the LPP will provide a clear and consistent approach for assessment of development applications for sea containers.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. In accordance with the provisions of Schedule 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to advertise the draft Local Planning Policy 9.1 – Sea Containers as set out in Attachment 1 for public comment, for a period of not less than twenty-one (21) days; and
2. Notes that a further report will be presented to consider any submissions received on the proposed Local Planning Policy 9.1 – Sea Containers, after the close of the public consultation period, and to determine a final position on this Local Planning Policy.

15 Community Development Reports

15.1 Shared Use Licence - North Tom Price Primary School Oval - Department of Education

File Reference	TP.TA.896
Applicant or Proponent(s)	Department of Education
Author	P Jayasinghe, Lease and Accommodation Officer
Authorising Officer	C McGurk, Director Community Development
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. 2007 Shire of Ashburton and Minister for Education - Agreement - North Tom Price Primary School

Report Purpose

The purpose of this report is to provide Council with background information on the existing licence and to outline the proposed terms of a new shared use licence with the Department of Education for the oval adjacent to the North Tom Price Primary School.

Council is requested to consider entering into a new shared use licence agreement between the Shire of Ashburton (the Shire) and the Department of Education (the Department) for part of Reserve 39907, being part of Lot 323 on Plan 14565 and the whole of the land comprised in Certificate of Crown Land Title Volume 3135 Folio 955 (Minna Oval) for a period of 10 years with a similar option period

Background

On 31 August 2005, the Shire entered into a 21-year agreement with the Department for the use of facilities on Reserve 39907, being part of Lot 323 on Deposited Plan 14565 and the whole of the land comprised in Certificate of Crown Land Title Volume 3135 Folio 955. The existing licence is due to expire on 31 August 2026.

Throughout the term of the current licence, the Department has used the premises for approved educational purposes, while the Shire has retained responsibility for the maintenance and upkeep of the facilities and associated infrastructure in accordance with the licence conditions. The Shire has undertaken ongoing maintenance works to ensure the asset remains fit for purpose and compliant with relevant standards.

With the expiry of the current 21-year licence approaching (refer to Attachment 1), discussions have been undertaken between Shire of Ashburton Leasing and Accommodation officers and Department staff regarding continued use of the premises. Both parties have expressed a desire to formalise a new shared use licence to provide operational certainty and enable the ongoing delivery of education services from the site.

Comments

The proposed new licence will replace the existing agreement upon its expiry and will reflect contemporary standards, updated statutory requirements and current asset management considerations.

The new licence terms have been structured to clearly define maintenance responsibilities, ensure appropriate risk allocation, and align with Council policy and legislative obligations.

The continuation of the use under a new licence arrangement will ensure uninterrupted educational services at the site while maintaining Council's oversight and stewardship of the asset.

Council is requested to support the following key lease terms:

- **Licence Term:** 10 years, with an option for a further 10-year term.
- **Annual Contribution:** At commencement an annual contribution of $20,000 towards routine maintenance of the premises.
- **Annual Increase:** A fixed 3% increase per annum to account for cost escalations.
- **Permitted Hours of Use:** Amendment of the period of use by the Minister to 7:30am to 2:30pm inclusive on each School Day during the lease term.

The proposed disposition of the land to the Department by way of the proposed licence is an exempt disposition of property and the requirements of section 3.58 of the *Local Government Act 1995* do not apply. However, the Minister for Lands consent is still required.

Consultation

Leasing and Accommodation Officers
Manager Facilities
Director of Community Development
Director of Corporate Services
Director of Infrastructure Services
Department of Education

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	2.6 Land use opportunities to benefit current and future communities
Strategy	1 Plan for diverse land, housing, and development opportunities.

Council Policy

Community Leases and Licences

Asset Management

Financial Implications

Current Financial Year

Annual maintenance costs for the facility typically range between $30,000 and $60,000 per annum depending on the nature and extent of works required.

Under the existing licence arrangement, maintenance costs are shared equally (50/50) between the Shire of Ashburton and the Department.

Future Financial Year(s)

Under the proposed new licence, the cost-sharing model will be replaced with a fixed annual contribution from the Department of $20,000 per annum towards routine maintenance. This contribution will be subject to a fixed annual increase of 3% to account for cost escalation over the term of the licence.

Legislative Implications

Section 3.58 of the *Local Government Act 1995*
Regulation 30 of the *Local Government (Functions and General) Regulations 1996*
Land Administration Act 1997

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)	School will no longer have a playing field.	Possible (3)	Moderate (3)	Moderate (5-9)	Council to endorse new lease agreement.

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. Approves, for a new licence agreement between the Shire of Ashburton and the Department of Education for Reserve 39907, being part of Lot 323 on Deposited Plan 14565 and the whole of the land comprised in Certificate of Crown Land Title Volume 3135 Folio 955 on the terms detailed in this report;
2. Authorises the Chief Executive Officer, subject to the Minister for Lands consent being received, to execute the licence agreement with the Department of Education for a period of 10 years, on the expiry of the current agreement on 31 August 2026; and
3. Authorises the Chief Executive Officer to execute a deed of renewal for the 10-year option period available in the licence, subject to the Department of Education complying with the licence requirements during the initial term.

15.2 Impact of Severe Tropical Cyclone Narelle / Emergency Repair Works - Town of Onslow

File Reference	FM31
Applicant or Proponent(s)	Not Applicable
Author	A Sheridan, Project Manager
Authorising Officer	C McGurk, Director Community Development
Previous Meeting Reference	Ordinary Council Meeting 21 April 2026 – Item 13.6 - (053/2026)
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Photographs of Cyclone Damage (Representative Sample)

Report Purpose

The purpose of this report is to provide information regarding the impact of Severe Tropical Cyclone Narelle and to detail the emergency clean-up works and costs associated with the event.

Council is requested to note the impacts and associated costs, a portion of which will be claimable under the federal Disaster Recovery Funding Arrangements (DRFA).

Background

General Background

Tropical Cyclone Narelle developed in the Coral Sea in mid-March 2026 and intensified rapidly into a Category 5 system. The cyclone exhibited an atypical track, crossing multiple Australian regions (refer Figure 1 below):

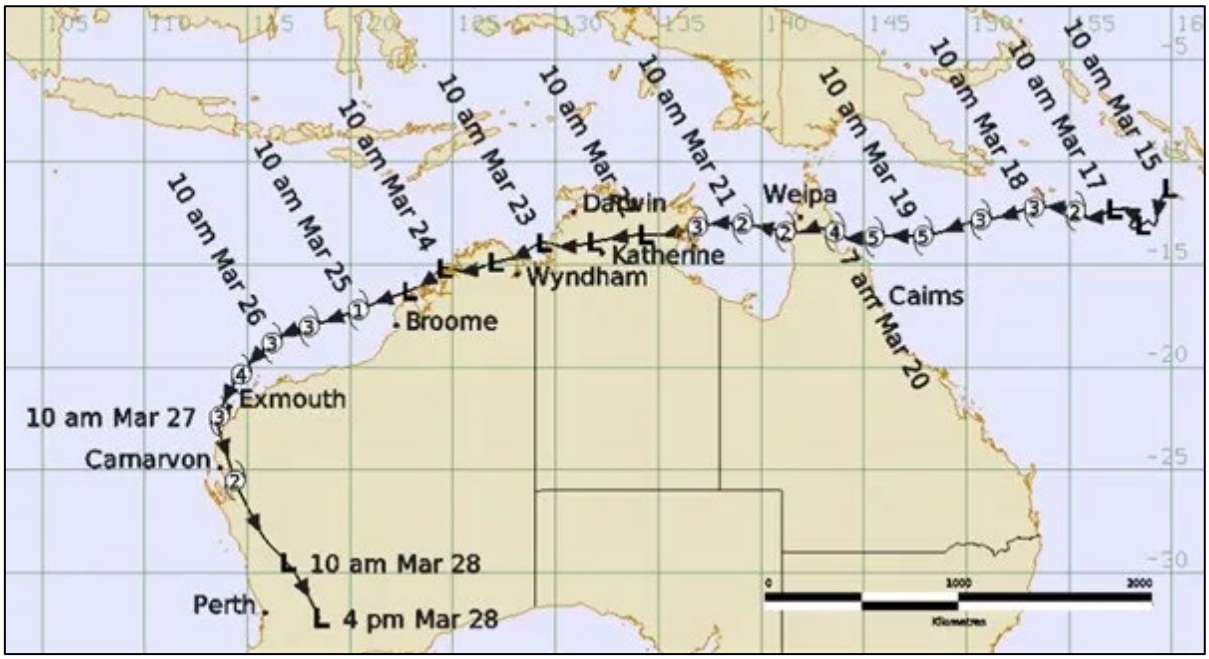


Figure 1. TC Narrelle track and intensity - March 2026

- Initial formation and intensification in the Coral Sea
- Landfall over Far North Queensland
- Westward movement across the Northern Territory
- Re-emergence over warm waters off the Kimberley coast
- Re-intensification and tracking parallel to the Pilbara coastline
- Final landfall in the Gascoyne region of Western Australia

This trajectory made Narelle one of the most geographically extensive cyclones recorded in Australia, travelling more than 5,000 km across the continent.

At its peak offshore in Western Australia, the system redeveloped into a Category 4 cyclone, producing destructive winds, heavy rainfall, and storm surge along the coast, including the town of Onslow.

Cyclone Tracking and Movement along the Pilbara Coast

As the cyclone approached Western Australia, it moved south-west offshore – along the Pilbara coast. The cyclone remained offshore north-west of Onslow, before continuing south-west toward landfall near the Gascoyne. Refer track maps (Figures 2 and 3) as shown below.

In general:

- The event highlights the vulnerability of Pilbara coastal communities to large, slow-moving cyclones, even when the cyclone centre remains offshore.
- Onslow fell on the eastern and southern flanks of Severe Tropical Cyclone Narelle, a quadrant associated with stronger onshore winds and elevated sea levels.
- Destructive wind conditions (≥125 km/h gusts) extended across the west Pilbara for several hours due to the cyclone's broad circulation.
- Coastal inundation risk was heightened by storm surge coinciding with local tidal ranges typical for the Pilbara coast.

Disaster Preparation / Response

The town was well prepared for the event. A Local Disaster Recovery Team (Shire of Ashburton) was mobilised to the town prior to the event and remained in place for several days following the event. Emergency repairs commenced almost immediately.

Overall, the pre-cyclone preparation was thorough, and the recovery works were immediate and well executed - reflecting good leadership and a great team effort by everyone involved. The presence of contractors in town (primarily Ertech and Munro's) contributed significantly to the recovery efforts.

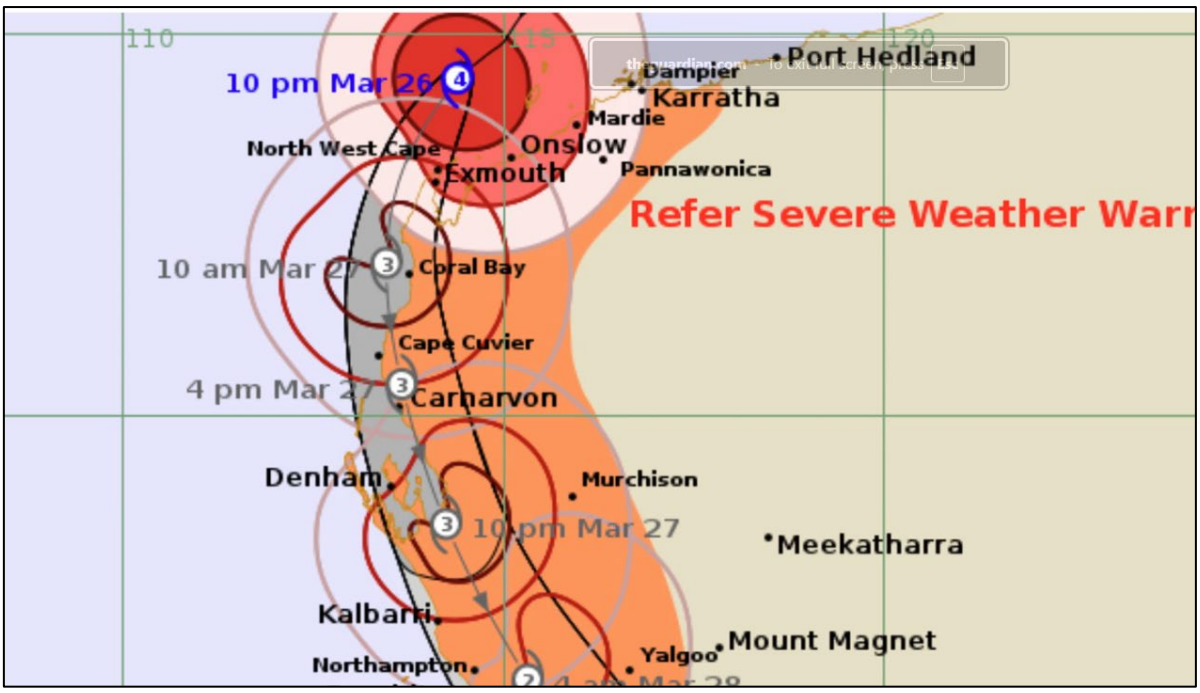


Figure 2. Cyclone Track Map as at 10 pm 26 March

Refer Notes below Figure 3

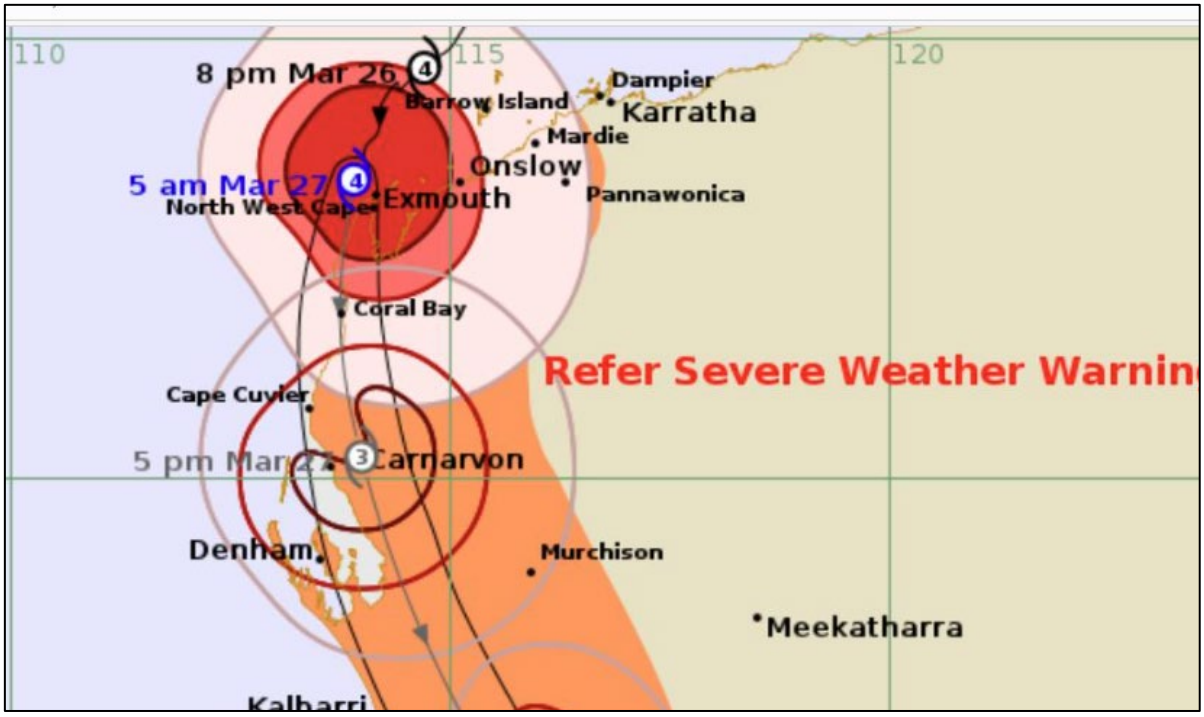


Figure 4. Cyclone Track Map as at 5 am 27 March

Notes:
Light Pink indicates zone of Gale Force Winds (sustained wind speeds of greter than 63 km/h)
Light Red indicates zone of Destructive Winds (wind gusts exceeding 125 km/h)
Dark Red indicates zone of Very Destrictive Winds (wind gusts exceeding 165 km/h)

Impact on the Town of Onslow

- Although the cyclone's most destructive core remained offshore, Onslow was exposed to prolonged destructive winds, elevated storm-tide risk and flooding due to the cyclone's track, size and slow movement parallel to the coast. This report provides an executive-level summary supported by authoritative Bureau of Meteorology (BoM) mapping and sources.
- Based on available meteorological data and cyclone track modelling, Onslow was exposed to winds ranging from gale force to destructive winds, with short-duration very destructive gusts, but was outside the zone of sustained very destructive winds.
- Tidal conditions during the event, influenced by a near full moon (spring tide phase), likely amplified coastal water levels, increasing the risk of inundation and coastal impacts.
- The western end of the Onslow Seawall was overtopped due to high seas, strong winds and wave action. This caused moderate to severe damage to the western end of First Avenue, including erosion behind the seawall and significant impacts to the Ocean View Caravan Park and nearby infrastructure.
- Damage included beach access stairs, part of the First Avenue Foreshore Park, and stormwater outfall structures. Repairs are considered urgent due to risks to public safety and the increased likelihood of seawall failure if another similar event occurs before works are completed.

Comments

Wind Conditions

Due to its proximity to the offshore cyclone, Onslow experienced the following:

- Gale-force winds associated with the outer circulation from about 2 pm on 26 March. Winds remained above gale force strength for the next 18 hours – through until approximately 8am on 27 March.
- From about 10pm on 26 March to 6 am on 27 March, the winds strengthened, with an extended period (approx. 8 hours) of destructive winds.
- BOM weather observation data indicate wind gusts of up to 130 km/h on 26 March and up to 150 km/h on 27 March
- Even though the eye of the cyclone did not pass directly over Onslow, the sphere of wind influence (as depicted in the mapping above) and the slow-moving nature of the cyclone are factors which made the impacts more significant than those associated with more "normal" cyclonic events.
- The extended duration of destructive winds impacted on the level of damage sustained within the town – in particular the damage associated with overtopping of the sea wall at the western end of First Avenue and adjacent to the Ocean View Caravan Park.

Rainfall and Atmospheric Conditions

- Periods of moderate to heavy rainfall were experienced on 27/28 March.
- BOM weather observation data indicates 118 mm of rainfall on 27 March
- Rainfall (combined with destructive winds) caused damage to buildings and structures in and around the town (mainly due to water ingress).

- While there was localised flooding in known problem areas, the impact of rainfall in terms of flooding, was not a significant issue.

Coastal and Marine Effects

- As with most cyclones, TC Narelle caused elevated sea states and wave activity associated with onshore winds, low atmospheric pressure and moon phasing.
- Tide charts for 26 and 27 March indicate the following expected high tides:
    - 26 March High Tide – 1530 – 2.58m
    - 27 March High Tide – 0417 - 1.84m
- The cyclone produced high tides significantly above the normal high tide levels between Exmouth and Onslow, with reports indicating tides reached approximately 1.5 metres above normal in these areas around March 26, 2026.
    - Based on this, the assumed tidal surge for 26 and 27 March (currently waiting for actual / recoded data from DoT) would result in elevated tides in the range from 3.3m to 4.1m. Converting to AHD (Australian Height Datum) results in a tidal surge range of 1.9 to 2.7m AHD
    - The height of the existing seawall is 4.3 m AHD giving a freeboard of around 1.6m (excluding the impact of wave run-up).
- On the night of 26/27 March 2026, the Onslow Seawall was subject to overtopping due to elevated sea, destructive winds and wave run-up. This overtopping caused moderate to severe damage at the western end of First Avenue by overtopping wave action. This caused erosion behind the seawall and significant damage to coastal infrastructure in that area.
- Specifically, damage was sustained to the Ocean View Caravan Park, beach access stairs, the western portion of the First Avenue Foreshore Park and stormwater outfall infrastructure pipes in that location. Works to repair those assets are considered emergency works because of the potential impact on community safety and the elevated risk of seawall failure should a similar event occur before that infrastructure is reinstated.
- The consequence of doing nothing would result in a very high risk of complete failure of the western end of the seawall in that location. If that was to occur, the town would most certainly be flooded and would suffer significant damage. The cost of repairs far outweighs the cost of doing nothing.

Consultation

Director Infrastructure Services
Director Community Development
Director Corporate Services
Community Emergency Services Coordinator
Nominated Disaster Recovery Coordinator

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

Nil

Financial Implications

Current Financial Year

The event has been declared an eligible disaster under the Disaster Recovery Funding Arrangements (DFRA). As such, eligible expenditure can be claimed for Emergency works – generally defined as urgent clean-up and repair activities necessary to restore an essential public asset and support the immediate recovery of the community.

DRFAWA arrangements for the Shire of Ashburton also require expenditure of $249,000 before a claim can be submitted.

Shire staff are currently finalising a Claim under the Disaster Recovery Arrangements and have already submitted a Preliminary Claim Justification to DFES. Direct Cyclone Related Emergency Repairs have been undertaken as per the table below.

While a claim has been submitted for the majority of these works, it is likely that some will be rejected as being ineligible. For example, repairs to buildings are not covered - and there is some uncertainty regarding the definition of an "essential public asset".

A representative selection of photographs depicting typical damage caused during the cyclone are provided at Attachment 1.

Item	Description	Cost / Est
BUILDING WORKS		
Repairs to various Shire Facilities	General repairs due to water ingress and damage to electrical and air conditioning systems	$39,777.00
Ocean View Caravan Patk	Repairs to amenities block and cabins die to water ingress/ collapsed ceilings	$41,855.00
Allowance for additional costs still to be invoiced		$30,000
Total Building Works		**$111,632.00**

STANDDOWN COSTS		
Cyclone Related Standdown	*As per RFT 29.25 Contract. Paid from project contingency.*	*$151,112.00*
CIVIL WORKS (ERTECH)		
Repairs to Water Corp Pumping Main	*Paid separately by Water Corp*	*$19,351.50*
Airport Repairs	Fences, walls, wind socks, debris	$31,925.60
General Town Clean-up	Trees, silt removal, general clean-up	$127,523.59
Street Sweeping	Mobilise equipment from Tom Price/ qualified Ertech operator	$10,683.88
Emergency Electrical Repairs	Purchase of materials	$2,784.20
Ocean View Caravan Park Stages 1 and 2	Clean-up and reinstate caravan park – extensively damaged due to waves overtopping the seawall	$221,480.13
Total Civil Works (Ertech)		**$395,397.00**
CIVIL WORKS (MUNRO'S)		
Cleanup of vegetation	3 pers plus equipment for 7 days. Primarily clean-up and removal of trees / vegetation	$28,000
Total Civil Works (Munro's)		**$28,000**
REMAINING WORKS (ERTECH)		
Electrical Repairs	Minor works in various locations	$10,000
Sand removal at OVCP Stage 3	Sand / silt removal from boat storage	$15,000
Four Mile Creek Picnic Area	Clean up and make safe	$30,000
Ocean outfalls adjacent to OVCP	Reinstatement of rock armour	$15,000
Anzac Memorial Park Ramp	Reinstate ramp and rock armour	$20,000
Foreshore Stairs and Seawall	Reinstate stairs, adjacent ocean outfall, and foreshore area (behind seawall) at western end of First Ave	$200,000
Remaining Civil Works (Ertech)		**$290,000**
TOTAL		**$825,029.00**

The existing seawall is now 25 years old – being constructed following Cyclone Vance. While the seawall is subject to regular inspection and is still in a reasonable condition, there are several factors which point to the need for future works:

- The seawall is nearing the end of its design life. Something will need to be done to reconstruct / renew the seawall within the next 10-15 years.
- The existing seawall does not meet accepted design standards as there is no secondary rock armour. Common practice is to place heavy duty geotextile against the seawall embankment, with a layer of secondary rock armour (0.5m diameter) followed by two layers of primary rock armour (1.0m diameter). The current seawall contains no secondary rock armour and as a result, has a number of large voids.
- The current seawall is constructed of limestone boulders as the primary armour. Limestone is much lighter than granite and therefore more susceptible to movement in extreme events.

- Overtopping of the seawall occurred at the western end (near the Ocean View Caravan Park and the western end of First Avenue). This caused erosion behind the seawall – which is highly undesirable. Works will be required in that area to "harden" the area behind the seawall so that it is less susceptible to erosion in extreme events.

The Shire's Coastal Hazard Risk Management and Adaption Plan (CHRMAP) currently under development will most likely recommend longer term works associated with the existing seawall.

Legislative Implications

Disaster Declaration / Event Activation under the federal Disaster Recovery Funding Arrangements (DRFA) and under the WA equivalent, the Disaster Recovery Funding Arrangements Western Australia (DRFAWA).

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	Medium term temporary interruption to services	Possible (3)	Moderate (3)	Moderate (5-9)	Expedite emergency repairs – to be completed over the next 2 weeks

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council;

1. Note the impact of Severe Tropical Cyclone Narelle on the town of Onslow and that Shire officers are in the process of finalising a claim for funding support under the Disaster Recovery Funding Arrangements Western Australia.
2. Record its appreciation to both staff and contractors for works undertaken in preparation for the Cyclone and for the recovery / clean-up efforts.
3. Request the Chief Executive Officer to report further to Council regarding the outcome of the Disaster Recovery Funding Arrangements Western Australia funding application.

15.3 Proposed Addition to First Street Drainage Project - Onslow

File Reference	RFT 29.25
Applicant or Proponent(s)	Not Applicable
Author	A Sheridan, Project Manager
Authorising Officer	C McGurk, Director Community Development
Previous Meeting Reference	Ordinary Council Meeting 18 November 2025 - Item 15.1 – 219/2025
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Report Purpose

The purpose of this report is to propose an addition to the First Street Drainage Project which is being delivered as part of the Stage 2 Onslow Streetscape. The works are required to deal with a long-term flooding issue affecting the Stage 2 Ocean View Caravan Park.

Council is requested to approve the addition of these works (as an addition to the First Street Drainage Project) and authorise the Chief Executive Officer to commence procurement action by way of tender.

Background

Construction of the Stage 2 Onslow Streetscape Project is underway and is progressing well. The project is ahead of schedule and under budget. Part of that project involves the construction of a new stormwater scheme (First Street Drainage Project) which collects water from the western end of Second Ave and Third Street - with a new ocean outfall through the Stage 1 Ocean View Caravan Park. The First Street Drainage Scheme is depicted on the design sketch at Figure 1.

Demolition works within Second Avenue have commenced. Stormwater drainage works within the street are imminent, however, construction of the ocean outfall component of that Scheme relies on the closure of the Stage 1 and Stage 2 Ocean View Caravan Parks. This closure is due to occur on 30 September 2026 and will remain in place until the end of the year. As a result, any Ocean View Caravan Park bookings from 1 October 2026 are restricted to the new Stage 3 Ocean View Caravan Park.

The pre-tender estimate for the First Street Drainage Project was $3.4m, however, the successful tenderer’s price was around $2m (including contingency). Note that there are zero mobilisation and preliminary costs within the $2m as those costs are contained within the main contract. Funds are therefore available to extend the scope of works if deemed necessary.

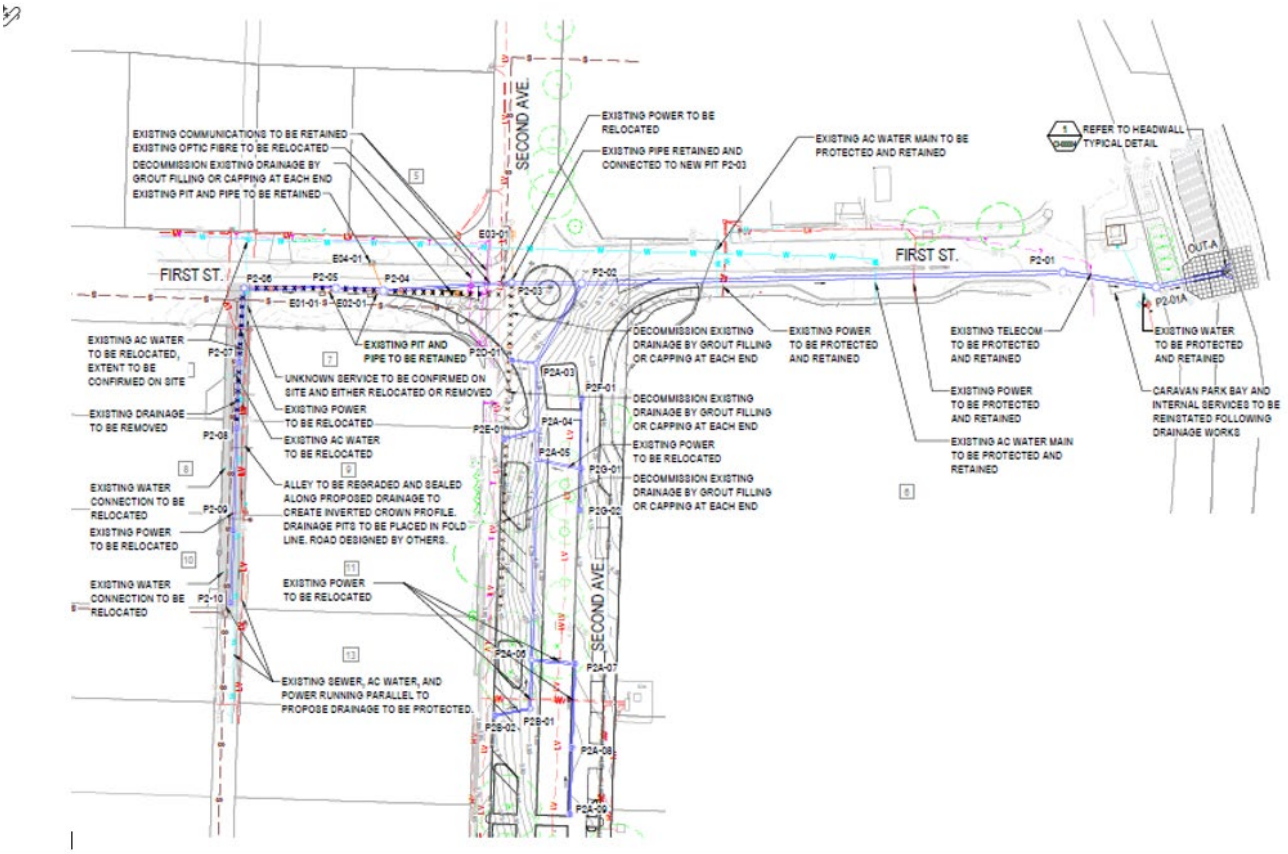


Figure 1. First Street Drainage Scheme

Comments

Stage 2 of the Ocean View Caravan Park is subject to regular flooding in moderate rainfall events. The stormwater system is not a standard pit and pipe arrangement.

The existing stormwater design was part of the planning conditions in the Development Approval. The design consists of a series of soak wells (SW) with overflow pipes. Once the soak wells are full, water drains to the adjacent ocean outlet via a series of overflow pipes.

Combined soak well / overflow pipe systems are not particularly effective in areas with a high-water table (such as Onslow). The soak wells tend to fill quicky and infiltration into the ground occurs slowly.

Another factor in this case is that the overflow pipes are 100 DN (100 mm diameter) PVC. In theory, the system will work, but the 100mm pipes become too easily clogged with silt and leaves, thus reducing the effectiveness of the system.

The solution is relatively straight forward – replace the existing 100 DN PVC pipes with 225 and 300 DN HDPE pipes and connect to the First Street drainage scheme so that the system performs more like a regular pit and pipe system. A schematic of the proposed solution is shown below.

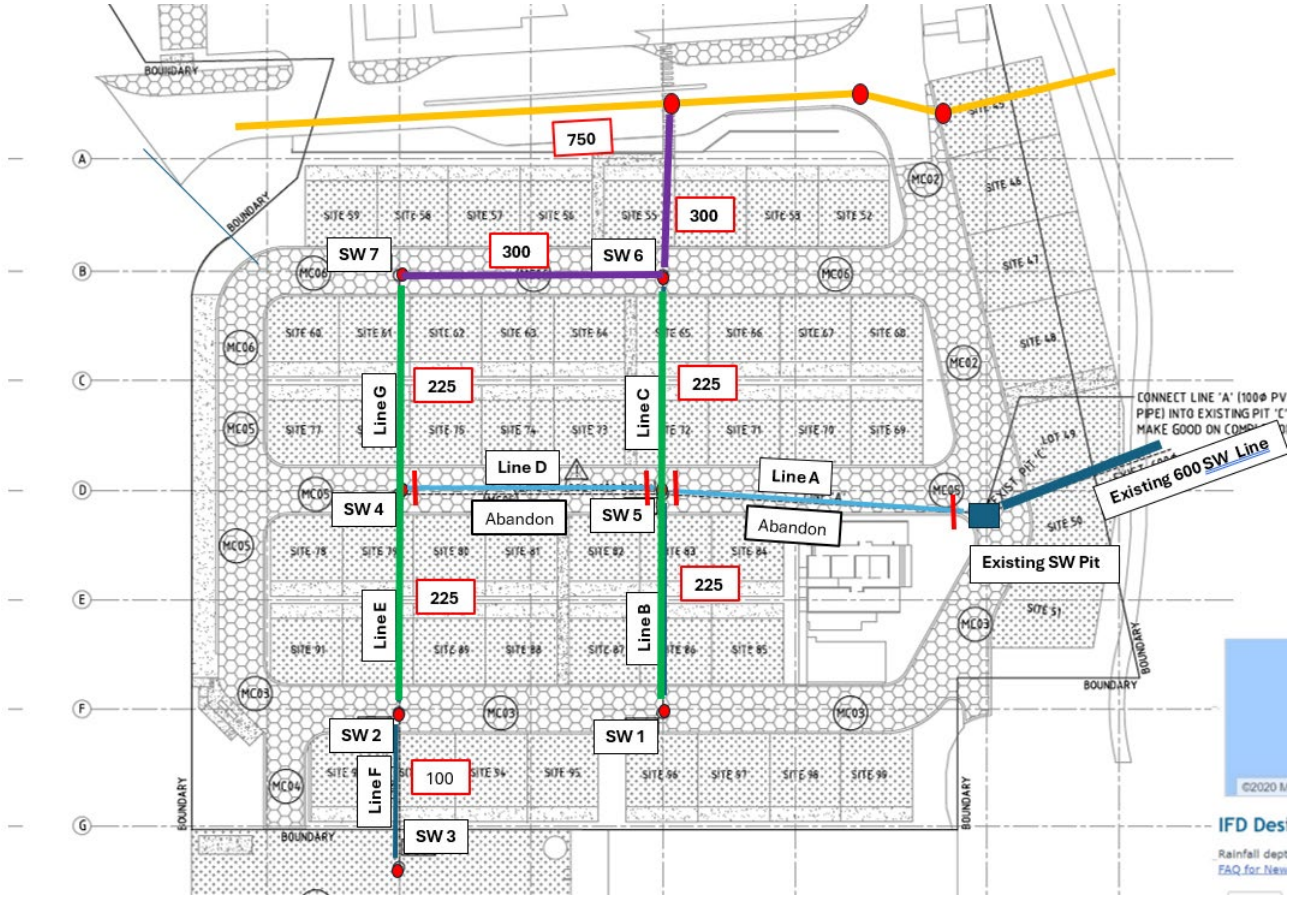


Figure 2. Stage 2 Ocean View Caravan Park - Proposed Stormwater Works

Even though the works would become part of the First Street Drainage Scheme, the works would need to have been specified in the original contract (RFT 29.25 – Stage 2 Onslow Streetscape) to treat this as a contract variation.

Council approval is therefore sought to add these works to the scope of the First Street Drainage Project. Note that the works are highly disruptive and would need to be delivered when the Stage 2 Ocean View Caravan Park is closed.

The Stage 2 Ocean View Caravan Park will be closed from October 2026 to December 2026 to allow for construction of the First Street Drainage Project. It makes sense to do this work at the same time. The cost of the work is estimated at $330,000. The works are relatively straight forward involving trenching, pipe laying, and backfilling – although some cutting and re-laying of asphalt is required.

Additionally, one of the existing ocean outlets at the southeast corner of Stage 2 Ocean View Caravan Park was crushed and broken during Cyclone Narelle. It is proposed to plug and abandon that pipe and redirect flows to the new 600 DN outlet as depicted in Figure 3 below. That work will be undertaken at the same time as the caravan park drainage works (for obvious reasons).

Pipe outlets through the seawall create weak points in the structure which can lead to erosion behind the wall – which is highly undesirable. Removal of ad-hoc ocean outfalls is a sensible thing to do to ensure ongoing integrity of the protecting seawall.

Figure 3. Decommissioning and Redirection of existing ocean outfall

Consultation

Director Infrastructure Services
Director Community Development

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 Policy – Purchasing and Procurement

Financial Implications

Current Financial Year

Funds are available within the current Financial Year under Account Code X3823 – Drainage Upgrade – First Street – Onslow.

Future Financial Year(s)

Nil

Legislative Implications

Local Government Act 1995

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

*Local Government (Functions and General) Regulations 199*6

Regulation 11 – When tenders must be publicly invited.
Regulation 18 – Rejecting and accepting tenders.
Regulation 21A – Varying a contract for the supply of goods or services

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	$100,000 to	Possible (3)	Moderate (3)	Moderate (5-9)	Engagement of independent design consultant and Shire Project Manager experienced in this type of work

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council approve an addition to the First Street Drainage Project to deal with flooding issues at the Stage 2 Ocean View Caravan Park and authorise the Chief Executive Officer to invite tenders for the subject work outlined, in accordance with the requirements of the *Local Government Act 1995*.

16 Councillor Agenda Items / Notices of Motion

Nil

17 New Business Of An Urgent Nature Introduced By Council Decision

18 Confidential Matters

Nil

19 Next Meeting

The next Ordinary Council Meeting will be held at 1:00pm on Tuesday 16 June 2026 at the Ashburton Hall, Ashburton Avenue, Paraburdoo.

20 Closure Of Meeting

There being no further business, the Presiding Member closed the meeting at enter time.