



SHIRE OF
HARVEY



Ordinary Council Meeting **Minutes**

**Harvey Council Chambers
Tuesday, 27 January 2026
4PM**

Shire of Harvey Council Minutes

Minutes of the Ordinary Council Meeting of the Harvey Shire Council, held in the Council Chamber, Young Street, Harvey, on Tuesday, 27 January 2026 commencing at 4pm.

Attendance

Shire President	Ms.	M.	Campbell
	Cr.	K.	McCarthy
	Cr.	W.	Dickinson
	Cr.	J.	Bromham
	Cr.	R.	Coleman
	Cr.	A.	Hitchcock
	Cr.	L.	Morley
	Cr.	C.	Carbone
	Cr.	R.	Holly

Staff

Chief Executive Officer	Ms.	A.	Riordan
Director Infrastructure Services	Mr.	C.	Yardley
Director Sustainable Development	Mr.	P.	Hughes
Director Corporate Services	Mr.	D.	Winter
Director Community and Lifestyle	Ms.	S.	Haslehurst
Executive Advisor	Mr.	D.	Putland
Manager Governance and Strategy	Ms.	K.	Williams
Manager Public Relations and Communications	Ms.	T.	Palmonari
Manager Information Services	Mr.	A.	Ewing
Manager Community Development	Mr.	B.	Rose
Manager Waste and Safety Services	Mr.	H.	Jones
Community Development Officer	Ms.	N.	Walsh
Aboriginal Trainee	Mr.	E.	Wright
Council Planning and Reporting Officer	Mr.	T.	Stubbings
Governance Officer	Ms.	C.	Peterson

There were 4 members of the public and 1 member of the press present.

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1. Official Opening

The Shire President declared the meeting open at 4pm.

Disclaimer

Members of the Public are advised that recommendations to Council contained within this Agenda can be subject to change. Applicants and other interested parties should refrain from taking any action until written advice is received confirming Council's decision with respect to any particular issue.

Any statement or insinuation of approval regarding any planning or development application made during an Ordinary Council Meeting, is not to be taken as notice of approval. Anyone who has an application lodged with the Shire must obtain, and should only rely on, written confirmation of the outcome of the application and any conditions attached to the decision made by Council.

Council Members and the Community are reminded that should an exception resolution be passed; this has the effect of making the decision to accept the Officer Recommendation stated in the Agenda as the Council's decision without change.

An audio and visual record will be made, by means of livestreaming, of these proceedings and uploaded to the Shire's YouTube page for viewing.

Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures, and to Elders past, present and emerging.

Procedural Motion

President Campbell put forth the following:

That Council suspend Standing Orders Part 8 Clause 8.5 "Members to indicate their intention to speak and to rise when speaking" to allow Members to remain seated when speaking; to improve the quality of the audio recording of the meeting.

Moved: President Campbell

Seconded: Cr. Holly

That Council suspend Standing Orders Part 8 Clause 8.5 "Members to indicate their intention to speak and to rise when speaking" to allow Members to remain seated when speaking; to improve the quality of the audio recording of the meeting.

Carried 9-0

26/1

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

2. Record of Apologies and Leave of Absence

Apologies:

Nil.

Leave of Absence:

Nil.

3. Applications for Leave of Absence

Cr. McCarthy requested a Leave of Absence from Friday, 20 February 2026 – Friday, 27 February 2026 inclusive.

Moved: Cr. Bromham

Seconded: Cr. Coleman

That Cr. McCarthy be granted a Leave of Absence from Friday, 20 February 2026 – Friday, 27 February 2026 inclusive.

Carried 9-0

26/2

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

Cr. Holly requested a Leave of Absence from Monday, 16 February 2026 – Friday, 27 February 2026 inclusive.

Moved: Cr. McCarthy

Seconded: Cr. Coleman

That Cr. Holly be granted a Leave of Absence from Monday, 16 February 2026 – Friday, 27 February 2026 inclusive.

Carried 9-0

26/3

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

4. Declarations of Members' and Officers' Personal Interest

Nil.

5. Questions by Members of Which Due Notice Has Been Given

Nil.

6. Response to Previous Questions Taken on Notice

Nil.

7. Public Question Time

Nil.

8. Petitions/Deputations/Presentations

Nil.

9. Announcements by Presiding Members or CEO Without Discussion

Shire President Campbell thanked Councillors and staff who participated in the Australia Day Breakfast and Citizenship Ceremony held in Harvey. President Campbell congratulated our 55 new citizens and the recipients of the Community Awards.

10. Confirmation of Minutes

Ordinary Council Meeting – Tuesday, 16 December 2026.

Recommendation

That the Minutes of the Council Meeting held on Tuesday, 16 December 2026, as printed be confirmed as a true and correct record.

Moved: Cr. Morley

Seconded: Cr. Hitchcock

That the Minutes of the Council Meeting held on Tuesday, 16 December 2026, as printed be confirmed as a true and correct record.

Carried 9-0

26/4

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

11. Receipt of Minutes and Recommendations from Committees

Audit Committee – Tuesday, 13 January 2026.

Recommendation

That the Minutes of the Audit Committee Meeting held on Tuesday, 13 January 2026, as printed be received.

Moved: Cr. Coleman

Seconded: Cr. McCarthy

That the Minutes of the Audit Committee Meeting held on Tuesday, 13 January 2026, as printed be received.

Carried 9-0

26/5

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

12. Officer's Reports

12.1. Chief Executive Officer

Item No.:	12.1.1.
Subject:	South West Country Zone Meeting
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Governance Officer
Authorising Officer:	Chief Executive Officer
File No.:	F/40/26270
Attachments:	1. Minutes South West Country Zone November 2025 [12.1.1.1 - 36 pages]

Summary

Minutes from the Friday, 21 November 2025 meeting of the Western Australian Local Government Association (WALGA) South West Country Zone Meeting are attached (**Attachment 1**) for Council's noting.

Background

Zone Meetings were established by WALGA as an opportunity for geographically aligned Member Councils, who are responsible for the direct elections of State Councillors, providing input into policy formulation and advice on various matters to come together and collaborate on these issues.

Comment

The Minutes of the South West Country Zone meeting held on Friday, 21 November 2025 are contained within **Attachment 1** for Council's consideration, and it is recommended that they be noted by Council.

Statutory/Policy Environment

Nil.

Strategic Framework

The Shire's Council Plan 2025–2035, states:

- Pillar 5 – Performance:* A representative leadership that is future thinking, transparent and accountable.
- Objective 21:* Continue to deliver proactive and responsible leadership and governance.
- Objective 22:* Continue to deliver customer-centred service, communication and engagement.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

This report and the corresponding minutes are made available on the Shire's website.

Promise to the Community

Inform: We will keep you informed.

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Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequences could be **Reputational**. If the Minutes are not appropriately received by Council. The risk is considered **Minor** and the likelihood **Unlikely**. This results in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Information Purposes: Includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').

Voting Requirements

Simple Majority

Officer's Recommendation

That Council notes the Minutes of the WALGA South West Country Zone meeting held on Friday, 21 November 2025 in **Attachment 1**.

Moved: Cr. Bromham

Seconded: Cr. Holly

That Council notes the Minutes of the WALGA South West Country Zone meeting held on Friday, 21 November 2025 in Attachment 1.

Carried 9-0

26/6

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

Item No.:	12.1.2.
Subject:	Council Action Register January 2025 – December 2025
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Governance Officer
Authorising Officer:	Chief Executive Officer
File No.:	CC/C/0126
Attachments:	<ol style="list-style-type: none"> 1. Action Register January to December 2025 [12.1.2.1 - 92 pages] 2. Action Register Prior to 2025 [12.1.2.2 - 3 pages]

Summary

This report provides the action status of Council resolutions for the period January – December 2025 and allows Councillors to track the progress of those items.

Background

Council is required to responsibly govern the Local Government’s affairs under the *Local Government Act 1995* and does so by making well informed and considered decisions at Ordinary Council Meetings and any Special Council Meetings that are held.

As actions occur, updates on the progress of Council decisions are made to the Council Decision Action Register and then tabled to Council on a regular basis. In total, there were 205 Council decisions requiring action for the period January – December 2025 (**Attachment 1**). Included separately, are Council Actions from resolutions in previous years which have not yet been reported as complete or are still ongoing (**Attachment 2**).

Comment

A Council Decision Action Register has been developed to ensure that Council resolutions are implemented in a timely manner. The action status against resolutions and recommendations is updated regularly by Officers so that progress can be tracked and reported back to Council during the year if necessary. Council is encouraged to review the Action Register and consider any further Council resolution which may direct Shire Officers in the delivery of and prioritisation of previous resolutions.

A snapshot of the progress of previous Council resolutions is highlighted in the below table:

Council Resolutions	Number of Items	Action Status
Council Action Register 2025	205	176 completed 29 in progress 0 not commenced
Outstanding Actions Prior 2025	53	22 completed 29 in progress 2 on hold

Statutory/Policy Environment

Local Government Act 1995 – Section 5.20. - outlines the requirements of decisions made by Council.

Strategic Framework

The Shire’s Council Plan 2025–2035, states:

- Pillar 5 – Performance:* A representative leadership that is future thinking, transparent and accountable.
- Objective 21:* Continue to deliver proactive and responsible leadership and governance.
- Objective 22:* Continue to deliver customer-centred service, communication and engagement.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

This report and the corresponding minutes will be made publicly available via the Shire's website.

Promise to the Community

Inform: We will keep you informed.

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Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Compliance** if due process is not followed in terms of the *Local Government Act 1995*. The Risk Consequence is considered to be **Minor** and the likelihood **Unlikely** resulting in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Information Purposes: Includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').

Voting Requirements

Simple Majority

Officer's Recommendation

That Council notes the actions taken on resolutions of its Ordinary and Special Council Meetings to December 2025, as outlined in **Attachment 1** and **Attachment 2**.

Moved: Cr. Coleman

Seconded: Cr. Morley

That Council notes the actions taken on resolutions of its Ordinary and Special Council Meetings to December 2025, as outlined in Attachment 1 and Attachment 2.

Carried 9-0

26/7

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

Item No.:	12.1.3.
Subject:	Council Plan Quarterly Report, Quarter Two 2025–2026
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Council Planning and Reporting Officer
Authorising Officer:	Chief Executive Officer
File No.:	F/08/00058
Attachments:	1. Council Plan Quarterly Report Quarter Two 2025–2026 [12.1.3.1 - 100 pages]

Summary

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued by the Department of Local Government, Industry Regulation and Safety (LGIRS) states that it is best practice for local governments to report quarterly progress against a Local Government's key guiding documents. As of Quarter Two 2025–2026, the Shire of Harvey's (Shire) key guiding documents have been the Shire Council Plan 2025–2035 and annual Service Plans adopted and set by Council.

The Council Plan Quarterly Report, Quarter Two 2025–2026 (refer **Attachment 1**) is presented to be received by Council.

Background

Section 5.56(1) of the *Local Government Act 1995* requires all Local Governments to have a plan for the future of the district, and under the Local Government (Administration) Regulations 1996, all Local Governments are required to have adopted key strategic documents that meet a series of requirements. As of Quarter Two 2025–2026 the Shire's key strategic documents are the Shire's Council Plan 2025–2035 and the Shire's Service Plans 2025–2026. These documents are supported by informed strategies and together these documents drive the development of the Local Government's Annual Budget.

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued by the LGIRS, which guides the strategic planning process, require that regular monitoring and reporting of these plans are undertaken. Quarterly updates form part of this key reporting process.

The Shire's Council Plan 2025–2035 sets out the actions and services the Shire aims to deliver, with key actions noted for the next four years to work towards achieving the goals and objectives of the ten-year Council Plan. The Council Plan and Service Plans are reviewed and updated as needed every year, with progress and achievements reported in the Annual Report.

The Shire's Service Plans 2025–2026 were adopted by Council on Tuesday, 22 July 2025, and the Council Plan 2025–2035 on Tuesday, 26 August 2025.

Comment

The Council Plan Quarterly Report is designed to provide information on the progress and milestones of key actions and services in the Shire's Council Plan 2025–2035 and Shire's Service Plans 2025–2026.

The actions in the Council Plan Quarterly Report, Quarter Two 2025–2026 are a list of filtered actions excluding actions that are not set to be commenced or budgeted for the 2025–2026 financial year.

Each action is presented with progress status, where applicable a percentage completed range, and commentary.

The report also displays information on the Key Performance Indicators (KPI) from each service within the Shire Service Plans. Each KPI is displayed with the Service, KPI Title, KPI Target, Figure, and where required, commentary is provided.

Quarter Two Summary

Of the 124 Actions reported against:

- 4% are ‘Completed’.
- 77% are ‘In Progress’.
- 0% are ‘Behind Schedule’.
- 3% are ‘On Hold’.
- 0% are ‘Future Commencement’.
- 16% are ‘Not Commenced’.

Progress status	Description	Number	Percentage
Completed	The project or action has been completed.	5	4%
In Progress	The project or action has started and is in progress.	95	77%
Behind Schedule	The project or action has started, but work is behind schedule.	0	0%
On Hold	The project or action has started, but work has stalled and has been put on hold.	4	3%
Future Commencement	The project or action is not due to start until a future financial year.	0	0%
Not Commenced	The project or action has not yet started but is still expected to start in the current financial year.	20	16%
TOTAL		124	100%

Statutory/Policy Environment

Local Government Act 1995

- Section 5.56 – Plan for the future.

Strategic Framework

The Shire’s Council Plan 2025–2035, states:

- Pillar 5 – Performance:* A representative leadership that is future thinking, transparent and accountable.
- Objective 21:* Continue to deliver proactive and responsible leadership and governance.
- Objective 22:* Continue to deliver customer-centred service, communication and engagement.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

No feedback is required for the Quarterly Report however, the actions within the report were derived from the Shire's Council Plan, which was created from extensive community consultation.

Promise to the Community

Inform: We will keep you informed.

The Shire of Harvey Council Plan Quarterly Report, Quarter Two 2025–2026 will be published on the Shire's website.

Risk Management

The Risk Theme Profile identified as part of this report is **Failure to Fulfill Compliance Requirements**. The Consequence could be **Compliance** if the requirements of the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996* are not met in terms of the Shire having a plan for the future of the district. Another potential Consequence could be **Reputational** if the public perceives that the Shire does not have adequate business planning tools in place to manage finances and resources in a transparent and accountable manner. The Measure of Consequence is **Minor** and the Likelihood is **Unlikely** giving an overall Risk Rating of **Low**. Both risks will be mitigated through adherence to the Integrated Planning and Reporting framework.

Budget Implications

The information contained within this report and future quarterly and annual reports are used to inform the budgeting process.

Authority/Discretion

Information Purposes: Includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').

Voting Requirements

Simple Majority

Officer's Recommendation

That Council receives the Shire of Harvey Council Plan Quarterly Report, Quarter Two 2025–2026 as included (refer **Attachment 1**).

Moved: Cr. Coleman

Seconded: Cr. Bromham

That Council receives the Shire of Harvey Council Plan Quarterly Report, Quarter Two 2025–2026 as included (refer Attachment 1).

Carried 9-0

26/8

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

12.2. Infrastructure Services

Item No.:	12.2.1.
Subject:	Bushfire Risk Management Plan 2025–2027
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Director Infrastructure Services
File No.:	F/40/16172
Attachments:	1. Bushfire Risk Management Plan 2025 - 2027 [12.2.1.1 - 33 pages]

The following additional information is provided in regard to Item 12.2.1

The Attachment provided with this Report has been updated to reflect revised table references, correct spelling errors, and address grammatical inconsistencies throughout the document.

Summary

The Shire of Harvey (Shire) has been identified as an area of high to extreme bushfire risk and is required under the State Emergency Management Framework to maintain a current Bushfire Risk Management (BRM) Plan. The BRM Plan forms part of the Department of Fire and Emergency Services–led Bushfire Risk Management Program and must be reviewed and endorsed to meet Office of Bushfire Risk Management (OBRM) requirements and maintain eligibility for the Mitigation Activity Fund (MAF) Grant Program.

The Shire’s Bushfire Risk Management Plan 2020–2025 was endorsed by Council in October 2020 and is now due for review.

The proposed Bushfire Risk Management Plan 2025–2027, as contained in **Attachment 1**, is presented to Council for endorsement.

Background

DFES advised the Shire that a newly revised and endorsed BRM Plan, approved by both Council and OBRM, is required for the Shire to remain eligible for the MAF Grant Program. The MAF Grant Program provides critical financial support to local governments by supplementing municipal budgets for bushfire mitigation works on Shire-owned and managed land.

Under the State Emergency Management Framework, local governments located in high bushfire-prone areas are designated as responsible for Bushfire Risk Management planning. The Shire has been identified as an area of high to extreme bushfire risk and is therefore required to prepare and maintain a BRM Plan that outlines strategies to mitigate or reduce bushfire-related risks across all land tenures within the local government area.

Section 2.2.8 of the State Hazard Plan – Fire outlines the purpose of BRM Plans as follows:

“A Bushfire Risk Management (BRM) Plan assists a local government to identify, assess, prioritise, treat and monitor bushfire risk throughout its local government area. It is recommended that all local governments with significant bushfire risk develop and implement a BRM Plan. Local governments identified within this State Hazard Plan – Fire as having high or extreme bushfire risk must develop a BRM Plan that applies to the entire local government area.”

The BRM planning process aligns with the international standard ISO 31000:2018 Risk Management, which provides a structured and recurring approach to identifying, analysing, evaluating, and treating risk.

This process is supported by ongoing communication, consultation, monitoring, review, and reporting to ensure effective and adaptive risk management outcomes.

Bushfire risk assessments are undertaken by identifying assets exposed to bushfire hazards. These assets are recorded within the Bushfire Risk Management System (BRMS), a specialised tool used by DFES and local governments to calculate risk ratings and establish treatment priorities. The BRMS assesses risk based on asset likelihood and consequence to determine a risk rating. Ongoing monitoring and periodic review of the BRM Plan ensures it remains current, accurately reflects prevailing conditions, and continues to guide effective planning and mitigation actions across the Shire.

The purpose of the Bushfire Risk Management planning process is to reduce bushfire risk across the local government area through the implementation of a coordinated program of bushfire risk treatments. These treatments are specific actions designed to address risks assessed as unacceptably high by the Bushfire Risk Mitigation Coordinator (BRMC).

The BRM Plan provides the overarching framework for how bushfire risk will be managed within the local government area. Details of individual treatments, whether funded through the MAF Grant Program or the Shire's bushfire risk mitigation program, are recorded in the BRMS and are re-assessed upon completion to confirm risk reduction outcomes.

The Shire is party to a Memorandum of Understanding with DFES and the Shires of Boddington and Wandering for the funding of a BRMC. The Shire of Harvey hosts this position, as it holds the highest proportion of identified bushfire risk, and as a result, the majority of the role's operational activities, including the review and coordination of the Bushfire Risk Management Plan, are undertaken within the Harvey district.

The BRMC is responsible for reviewing the Shire's BRM Plan in accordance with the OBRM's Bushfire Risk Management Planning Process.

Comment

The objective of the Shire's bushfire mitigation program is to ensure that life, property and the environment within the Shire are afforded the highest possible level of protection from high-intensity and potentially devastating bushfires.

The Shire acknowledges its responsibilities across all elements of Prevention, Preparedness, Response and Recovery (PPRR). The BRM Plan 2025–2027 (**Attachment 1**) provides a strategic, tenure-blind framework for managing bushfire risk across the district. This Plan seeks to strengthen coordination between relevant agencies and support the identification and implementation of best-practice approaches to the planning and delivery of bushfire mitigation activities.

The Shire is the owner of the BRM Plan and is responsible for monitoring bushfire risk ratings and prioritising strategic mitigation treatments. These treatments are intended to reduce the potential impacts of bushfire on the community, local economy, and natural environment.

The OBRM has reviewed and assessed the draft BRM Plan 2025–2027 and confirmed that it meets the required standards for bushfire risk management planning in Western Australia. Upon endorsement by OBRM, the Shire becomes eligible to apply for funding through the Mitigation Activity Fund (MAF) Grant Program. It is noted, however, that MAF funding is intended to support the initial treatment works required to reduce identified bushfire risk. The funding does not fully offset the costs associated with implementing all necessary mitigation activities, and the Shire remains responsible for maintaining the reduced risk levels over time.

Since 2021, the Shire has undertaken approximately 120 bushfire mitigation activities across Shire-managed reserves at a total cost of approximately \$720,000, funded through the MAF program.

In addition, the Shire allocates between \$80,000 and \$110,000 annually from municipal funds to support routine and higher-risk mitigation treatments, including firebreak maintenance and mowing of freehold and vested reserves.

The Shire accepts bushfire risks rated Medium or lower on land owned or managed by the Shire, on the basis that routine bushfire control measures are sufficient to manage these risks.

Where bushfire risk ratings exceed Medium and routine control measures are not adequate, additional mitigation works may be required. In these circumstances, the allocation of municipal budget funding may be necessary to address higher-level risks on Shire-owned or managed land. For land vested in the Shire with risk ratings exceeding Medium, funding assistance may be available through the MAF Grants Program.

While local governments are responsible for preparing and reviewing BRM Plans, this is undertaken on behalf of all stakeholders through consultation, and responsibility for managing identified risks is shared across relevant landowners and agencies.

The BRM Plan 2025–2027 has undergone a comprehensive review by the Shire of Harvey's Bushfire Risk Mitigation Coordinator. Feedback was sought from members of the Bushfire Advisory Committee, and the Plan was referred to the Local Emergency Management Committee for comment. No further feedback was received, and the BRM Plan 2025–2027 is now presented to Council for endorsement.

Statutory/Policy Environment

In accordance with the *Emergency Management Act 2005* and the State Hazard Plan – Fire, the BRM Plan requires endorsement by Council.

The following legislation is applicable to the review and implementation of the BRM Plan 2025–2027:

- *Bush Fires Act 1954*
- *Bush Fires Regulations 1954*
- *Emergency Management Act 2005*
- *Emergency Management Regulations 2006*
- *Fire and Emergency Services Act 1998*
- *Conservation and Land Management Act 1984*
- *Environmental Protection and Biodiversity Conservation Act 1999*
- *Local Government Act 1995*
- *Aboriginal Heritage Act 1972*
- *Planning and Development (Local Planning Scheme) Regulations 2015*

Strategic Framework

The Shire's Council Plan 2025–2035, states:

Pillar 1 – People:

A safe, accessible and connected community where everyone has the opportunity to contribute and belong.

- Objective 1:* Create a community where people feel safe.
- Pillar 2 – Planet:* A natural environment that is highly valued, protected and enjoyed.
- Objective 7:* Manage and protect natural habitats and ecosystems.
- Objective 10:* Enhance natural disaster and emergency management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

BRM Plan is to be reviewed and endorsed by Council. The Plan is provided to Council as an attachment and, as a public document, will be published on the Shire’s website for public viewing.

Promise to the Community

Inform: We will keep you informed.

Once the BRM Plan is endorsed by Council, the Council minutes confirming the endorsement, together with the endorsed attachment, will be published on the Shire’s website for public viewing.

Risk Management

While the Officer’s Recommendation supports the implementation of treatments and controls for the risks identified in the BRM Plan it is acknowledged that bushfire risk cannot be entirely eliminated. The BRM Plan identifies areas that remain subject to bushfire risk greater than medium and outlines the planned mitigation works required to reduce potential impacts.

Implementation of the BRM Plan will not remove bushfire risk altogether. However, it will enable the Shire to systematically prioritise, coordinate, and deliver mitigation works, including through collaboration with landowners and relevant agencies, to reduce the likelihood and severity of bushfire events.

Effective resourcing and implementation of the BRM Plan Treatment Schedule will assist in minimising the impacts of bushfires in areas where mitigation measures are undertaken. Conversely, failure to adequately resource or implement the BRM Plan may expose the Shire to increased operational, financial, and reputational risk and should therefore be avoided.

Risk	Risk Consequence (Financial Impact and Reputational)	Risk Likelihood (with existing controls)	Risk Rating (Prior to Treatment or Control)	Risk Theme Profile	Risk Action Plan (Controls or Mitigation Treatment proposed)
If the Shire does not endorse the BRM Plan and there is a bushfire event.	Extreme/ Catastrophic (5)	Unlikely (2)	High (10–16)	Failure to fulfil compliance requirements	Endorse the BRM Plan and implement proposed treatments.
If the Shire does not endorse the BRM Plan and therefore unable to apply for MAF grants.	Major (4)	Almost certain (5)	Extreme (20)	Business and community disruption	Endorse the BRM Plan and apply for MAF grants to implement proposed mitigation treatments.
Not adequately	Major (4)	Possible	High (10–	Ineffective	Review and maintain

resourcing implementation of the BRM Plan.		(3)	16)	Employment Practices	the Shire of Harvey workforce plan. Ensure appropriate financial resources are allocated for bushfire risk mitigation activities
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Budget Implications

Endorsement of the BRM Plan enables the Shire to remain eligible to apply for State Government Mitigation Activity Fund (MAF) grant funding. This funding supports the implementation of approved bushfire mitigation treatment strategies on land vested to the local government.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority.

Officer’s Recommendation

That Council:

1. Endorses the Shire of Harvey Bushfire Risk Management Plan 2025–2027 provided at **Attachment 1** to this report.
2. Supports the development and implementation of a coordinated, comprehensive, multi-agency Treatment Schedule to support, and be incorporated into, the Bushfire Risk Management Plan 2025–2027.

Moved: Cr. Morley

Seconded: Cr. Dickinson

That Council:

1. **Endorses the Shire of Harvey Bushfire Risk Management Plan 2025–2027 provided at Attachment 1 to this report.**
2. **Supports the development and implementation of a coordinated, comprehensive, multi-agency Treatment Schedule to support, and be incorporated into, the Bushfire Risk Management Plan 2025–2027.**

Carried 9-0

26/9

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

12.3. Sustainable Development

Nil.

12.4. Corporate Services

Item No.	12.4.1.
Subject:	Financial Statements as at 31 December 2025
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Accountant
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Monthly Financials 31 December 2025 [12.4.1.1 - 10 pages]

Summary

The Financial Statements as at Wednesday, 31 December 2025 are provided at **Attachment 1**.

The following key balances are provided to assist in reporting the Shire of Harvey’s (the Shire) financial performance.

	ACTUAL 31 December 2025	BUDGET 2025–2026	VARIANCE
Statement of Financial Performance			
Ordinary Revenue	\$44,785,683	\$50,431,067	\$ 5,645,384
Ordinary Expenditure	\$30,078,195	\$60,793,339	\$30,715,144
Capital Revenue	\$ 6,919,895	\$49,809,701	\$42,889,806
Capital Expenditure	\$ 4,998,195	\$58,153,079	\$53,154,884
End of Period Surplus/(Deficit)			\$26,371,849
			ACTUAL
Statement of Financial Position			
Current Assets			\$ 57,540,205
Net Assets			\$840,469,093

It is recommended Council receives the Financial Statements (refer **Attachment 1**).

Background

In accordance with provisions of Section 6.4 of the *Local Government Act 1995*, and Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (refer **Attachment 1**) reporting on the revenue and expenditure as set out in the Annual Budget under Regulation 22 (1)(d) for the month.

Comment

Rates Revenue

Rates revenue of \$31.7 million and waste service charges of \$6.5 million including the waste facilities maintenance rate were raised in September 2025. The due date for rates payment was Sunday, 30 November 2025. Approximately 78% of the rates were collected by Wednesday, 31 December 2025 compared to 77% for the previous year. The Shire continues to pursue unpaid rates as part of its formulated rates debt collection process.

Cash Flow and Interest Earnings

The Shire holds by way of cash and term deposits \$18.5 million in Municipal funds and \$25.3 million in restricted Trust and Reserve funds.

The average interest rate on these funds is 4.1%. New term deposits are attracting an interest rate of approximately 4.1% for a term of 90 days.

Operating Grants and Subsidies

The Shire received \$2.4 million as advance payment for Financial Assistance Grants 2025–2026 in the last quarter of the 2024–2025 financial year. Two instalments of Financial Assistance Grant 2025–2026 were also received in August and November 2025.

Employee Costs

The employee costs reflect the employee costing for the first six months of the financial year 2025–2026. The Shire is anticipated to remain in line with the Budget 2025–2026 and the Shire's Workforce and Diversity Plan.

Material, Contracts, Utilities and Other Expenses

Although these accounts only reflect the first six months of the financial year, it is anticipated the Shire will operate within its means and in line with the Shire's adopted Budget for the 2025–2026 financial year.

Capital Expenditure

The Shire has budgeted to spend \$58.2 million on capital projects throughout the Shire in 2025–2026. Some of these projects include carry over projects from the financial year 2024–2025. Expenditure totalling \$4.9 million on capital works has been reported at the end of the December 2025. As major projects are completed, and as the Shire is invoiced for these works, the level of reported expenditure will increase.

Attachment 1 provides the Financial Report for the reporting period which includes the following:

- Statement of Financial Performance by Nature
- Statement of Financial Position
- Notes to the Statement of Financial Performance
- Total Municipal Revenue and Expenditure – Graph
- Statement of Cash at Bank – Loans
- Statement of Cash at Bank – Reserves
- Statement of Cash at Bank – Bonds and Deposits
- Statement of Cash at Bank – Trust
- Current Ratio – Graph
- Outstanding Rates – Graph
- Aged Debtors Summary – Graph
- Current Account Coverage – Graph

- Statement of Investments.

The Notes to the Statement of Financial Performance include additional information reported by Nature, identifying reasons for variances between budgets and actuals.

Statutory/Policy Environment

Local Government Act 1995

- Section 6.4 – deals with reporting requirements for Financial Reports

Local Government (Financial Management) Regulation 1996

- Regulation 34 – Financial Activity Statement required each month (*Act* Section 6.4).

Strategic Framework

The Shire's Council Plan 2025–2035, states:

Pillar 5 – Performance: A representative leadership that is future thinking, transparent and accountable.

Objective 21: Continue to deliver proactive and responsible leadership and governance.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

A report is brought to Council monthly for Council and the public to view and be informed of the Shire's financial position.

Promise to the Community

Inform: We will keep you informed.

A report is brought to Council monthly for Council and the public to view and be informed of the Shire's financial position, and minutes are made publicly available.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial, Reputation** or **Compliance** if the financial statements are not reported accurately, timely or in the required format. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by Council receiving financial statements on a monthly basis and in a form that is in accordance with the *Local Government Act 1995* and associated Regulations, resulting in a **Low** Risk being present.

Budget Implications

Review of the monthly accounts aids in ensuring works and services are undertaken and the Shire operates within its adopted Budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council receives the Financial Statements as at 31 December 2025 provided at **Attachment 1**.

Moved: Cr. Coleman

Seconded: Cr. Dickinson

That Council receives the Financial Statements as at 31 December 2025 provided at Attachment 1.

Carried 9-0

26/10

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

Item No.	12.4.2.
Subject:	Payments December 2025
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Finance
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Payments December 2025 [12.4.2.1 - 27 pages]

Summary

A listing of payments for goods and services for December 2025 is provided as **Attachment 1**. It is recommended that Council notes the attached payments.

Background

Pursuant to Section 5.42 of the *Local Government Act 1995* (Delegation of some powers and duties to the Chief Executive Officer), Council has resolved to delegate to the Chief Executive Officer (Delegation No 2.2.1) the exercise of its powers to make payments from municipal and trust funds.

As a result of this delegation, there is a requirement under the Local Government (Financial Management) Regulations 1996, Regulation 13(3) for a list of payments to be prepared and presented to Council. With the inclusion of Clause 13A in the Local Government (Financial Management) Regulations 1996, a list of payments using the Shire’s purchasing cards (fuel and store) has also been included.

Comment

The list of accounts paid for December 2025 is presented as **Attachment 1**, as summarised below.

<u>Voucher</u>	<u>Amount</u>
Schedule of Accounts	
Municipal	
CP.24.1 - CP.29.190	\$ 5,014,681.85
117741 – 117744	\$ 2,752.92
CBA Credit Cards	\$ 14,842.96
Electronic Funds Submitted/Direct Debits	\$ 2,024,552.10
Total	<u>\$ 7,056,829.83</u>

Purchasing Card Payments included in the Municipal payments above

AMPOL Fuel Card	\$ 1,098.32
BP Fuel Card	\$ 6,534.12
Puma Fuel Card	\$ 1,287.24
Coles Card	\$ 1,122.88
Total	<u>\$ 10,042.56</u>

Statutory/Policy Environment

Local Government Act 1995

- Section 5.42 – Delegation of some powers and duties of CEO.

Local Government (Financial Management) Regulation 1996

- Regulation 13 – Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.
- Regulation 13A – Payments by employees via purchasing cards

Strategic Framework

The Shire's Council Plan 2025–2035, states:

Pillar 5 – Performance: A representative leadership that is future thinking, transparent and accountable.

Objective 21: Continue to deliver proactive and responsible leadership and governance.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions. To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

A report is brought to Council each month with an Attachment detailing the payments that were made in the month detailed.

Promise to the Community

Inform: We will keep you informed.

A report is brought to Council each month with an Attachment detailing the payments that were made in the month detailed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial, Reputation** or **Compliance** if the payments report is not reported accurately, timely or in the required format. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by Council receiving the payments report on a monthly basis and in a form that is in accordance with the *Local Government Act 1995*, resulting in a **Low** risk being present.

Budget Implications

The payments listed above have been budgeted for in the Shire's 2025–2026 Annual Budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council notes the list of accounts paid at **Attachment 1** for the period of December 2025 totalling \$7,056,829.83.

Moved: Cr. Bromham

Seconded: Cr. Holly

That Council notes the list of accounts paid at Attachment 1 for the period of December 2025 totalling \$7,056,829.83.

Carried 9-0

26/11

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

12.5. Community and Lifestyle

Item No.:	12.5.1.
Subject:	Reconciliation Action Plan Report
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Community and Lifestyle Administration Officer
Authorising Officer:	Director Community and Lifestyle
File No.:	F/05/00027
Attachments:	1. 2025 RAP Template Reflect RAP Final Draft [12.5.1.1 - 23 pages]

The following additional information is provided in regard to Item 12.5.1

The Attachment provided with this Report has been updated to revise the wording of the Statement from the Senior Leader and to correct identified spelling and grammatical inconsistencies.

Summary

This report presents the proposed draft Shire of Harvey Reflect Reconciliation Action Plan (RAP) (**Attachment 1**) to Council for approval prior to submission to Reconciliation Australia for their review and endorsement.

The RAP was drafted in accordance with Reconciliation Australia guidelines and incorporates extensive feedback from community, Shire Officers, Councillors, Harvey Aboriginal Corporation and local Bindjareb Noongar Elders. The draft RAP was discussed with Councillors at the Concept Forum held on Tuesday, 9 December 2025.

Background

The Shire of Harvey's commitment to reconciliation has evolved through a series of significant initiatives and partnerships over the past decade. In 2016, the City of Bunbury and the Shires of Capel, Dardanup, and Harvey collaborated with the South West Development Commission to develop the Bunbury Geographe Growth Plan (BGGP). Through this strategic planning process, the need for a RAP was identified as a priority for fostering inclusion and cultural respect.

In 2019, Council endorsed a recommendation to implement Policy 3.1.4 – Welcome to Country and Acknowledgement of Country and commenced flying the Aboriginal Flag at the Australind and Harvey Administration Centres.

That same year, the Bunbury Geographe RAP was endorsed for a 12-month period, laying the groundwork for future reconciliation efforts across the region.

Building on this foundation, the Shire has actively pursued programs that celebrate Aboriginal and Torres Strait Islander culture and heritage. In June 2021, the Shire, in partnership with Harvey Aboriginal Corporation (HAC), secured a WA Hiking Participation Grant of \$19,000 from the Department of Local Government, Sport and Cultural Industries. This grant supported a pilot hiking program across entry-level tracks within the Shire, inviting community members to learn about the cultural significance of local natural landmarks. The program also provided leadership and tourism training in partnership with South Regional TAFE – Harvey Campus, offering Certificate II courses in Leadership, Tourism, and Land Conservation to Aboriginal participants. The success of this initiative was showcased in October 2021, when the Shire and HAC were invited to present at the WA Trails and Recreation Forum in Albany.

In March 2022, Expressions of Interest were opened for the location now known as Boola Bidi Dreaming Centre, a cultural hub developed by HAC. By April 2023, Council resolved to enter lease negotiations with HAC, and in July 2023, the lease commenced. The Boola Bidi Dreaming Centre was officially opened in December 2023, marking a major milestone in the Shire's reconciliation journey.

Further cultural initiatives have included the unveiling of new interpretive signage at Danjoo Koorliny Bridge in July 2024, reinforcing the Shire's commitment to celebrating Aboriginal and Torres Strait Islander heritage in public spaces.

As part of the Shire's continuing commitment towards reconciliation and in recognition of community feedback, Council resolved to develop a RAP as part of the Council Plan 2025–2035. To support RAP development, \$10,000 was allocated in the 2025–2026 Annual Budget.

In October 2025, consultation commenced for the development of the Shire's RAP. This process has involved extensive engagement with local Elders, community members, and stakeholders to ensure the RAP reflects local priorities and cultural protocols.

Comment

Recognising the challenges of the past and its continuing influence is an important part of reconciliation. Through the RAP process the Shire will enable learning from history, building understanding, and moving forward in a way that honours and celebrates Aboriginal and Torres Strait Islander heritage as a valued part of our community.

Reconciliation Australia's RAP Framework underpins this approach, offering organisations a clear pathway to advance reconciliation. Built around the principles of relationships, respect, and opportunities, it helps turn intentions into meaningful action and supports the broader national reconciliation movement. The RAP provides a structured framework to foster respect for Aboriginal and Torres Strait Islander culture, rights, and experiences, while promoting stronger relationships based on trust and mutual respect and encouraging equal participation across social, cultural, and economic life.

There are four tailored RAP types for different stages of the journey. The four RAP types include:

- Reflect RAP: Building strong foundations
- Innovate RAP: Implementing change
- Stretch RAP: Reconciliation leadership
- Elevate RAP: Transformational change.

The Shire will begin with the Reflect RAP to establish a strong foundation for future actions. This stage focuses on internal readiness and building relationships. The key components of the Reflect RAP will assist the Shire to:

- Engage meaningfully with Aboriginal and Torres Strait Islander stakeholders and communities
- Increase cultural awareness and understanding across the organisation
- Identify opportunities within the Shire to contribute to reconciliation.

Reconciliation Australia provides a Reflect RAP template that sets out minimum required actions and deliverables. Any changes to these requirements must be negotiated with Reconciliation Australia.

To ensure the Draft RAP reflects local priorities and cultural protocols, Shire Officers have implemented a thorough engagement plan. Activities included:

- Hosting a stall at the 2025 Brunswick Show
- Ridley Place Australind RAP sausage sizzle
- Community yarning circle facilitated by Harvey Aboriginal Corporation
- Presentations to Senior Leadership Team, Executive Leadership Team, Parks and Gardens team, and Concept Forum
- Cultural awareness training for staff
- Staff yarning circle facilitated by Harvey Aboriginal Corporation
- Surveys for community, staff, and Councillors distributed via SurveyMonkey
- Binningup community breakfast
- Internal stakeholder meeting
- Regular meetings with local Elders.

As part of this consultation process, minor adjustments have been made to the recommended deliverables, including incorporating existing Shire initiatives that support reconciliation and adding new deliverables proposed by stakeholders.

If Council endorses the Draft RAP, it will be submitted to Reconciliation Australia for formal review and accreditation. Reconciliation Australia assesses the RAP against its national framework to ensure all mandatory elements are included and that actions are clear, measurable, and achievable. The review process typically involves feedback on wording, timelines, and cultural appropriateness. Following this assessment, Reconciliation Australia may request amendments before granting formal endorsement. Once accredited, the Shire can publicly launch the RAP and begin implementation, with progress reported annually to Reconciliation Australia as part of its accountability requirements.

It is proposed that the RAP be implemented over the 2026–2027 and 2027–2028 financial years. The existing annual allocations of \$5,000 for NAIDOC (Account 105156) and \$10,000 for Reconciliation (Account 105159) will be maintained.

It is further proposed that for the 2026–2027 and 2027–2028 financial years \$2,000 be allocated to support the Binar Futures Basketball Carnival held at the Leschenault Leisure Centre and \$5,000 to the Rugby WA NAIDOC Tournament held at the Leschenault Recreation Park. These organisations currently seek funding through the Community Grants Program. To provide greater certainty and streamline the process, it is recommended that the Shire's contribution to these events be incorporated into the annual budget submissions to Council, rather than requiring applications through the Community Grants Program.

Statutory/Policy Environment

Equal Opportunity Act 1984

Strategic Framework

The Shire's Council Plan 2025–2035, states:

<i>Pillar 1 – People:</i>	A safe, accessible and connected community where everyone has the opportunity to contribute and belong.
<i>Objective 6:</i>	Value and celebrate cultural diversity.
<i>Pillar 3 – Place:</i>	A liveable, sustainable and well-designed built environment that is accessible to all.
<i>Objective 13:</i>	Protect and preserve places with heritage or cultural significance.
<i>Pillar 5 – Performance:</i>	A representative leadership that is future thinking, transparent and accountable.
<i>Objective 21:</i>	Continue to deliver proactive and responsible leadership and governance.
<i>Objective 23:</i>	Build partnerships and work collaboratively to amplify positive outcomes that can be achieved.

Community Engagement

Community Participation Goal

Collaborate: To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.

Extensive collaboration has occurred with our Aboriginal and Torres Strait Islander community and internal stakeholders in the development of the Reflect RAP.

Promise to the Community

Empower: We will implement what you decide.

The Shire will implement the endorsed RAP actions in partnership with the community.

Risk Management

The Risk Theme Profile identified as part of this report is **Business and Community Disruption**. The Consequence could be **Reputation** if the Shire fails to consider the needs of the Aboriginal and Torres Strait Islander community. The **Reputation** consequence is considered **Moderate** and the likelihood is **Likely** resulting in a **High** risk. Endorsing the Reconciliation Action Plan will mitigate the risk by enabling the Shire to undertake a range of initiatives that will reduce the likelihood resulting in a **Low** risk.

Budget Implications

The 2025–2026 Annual Budget allocates \$15,000 for Reconciliation and NAIDOC initiatives. In addition, \$2,000 is provided to Binar Futures and \$5,000 Rugby WA through the Community Grant Process. For 2026–2027, Officers will request \$22,000 to cover RAP implementation and event support.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Approves the Chief Executive Officer submitting the draft Reconciliation Action Plan as at **Attachment 1** to Reconciliation Australia for review and endorsement.
2. Notes that a final version of the Reconciliation Action Plan will be presented to Council for approval following Reconciliation Australia's endorsement.
3. Notes that there will be a budget submission for Reconciliation actions as per the Shire's Annual Budget process.

Moved: Nil.

Seconded: Nil.

That Council:

1. **Approves the Chief Executive Officer submitting the draft Reconciliation Action Plan as at Attachment 1 to Reconciliation Australia for review and endorsement.**
2. **Notes that a final version of the Reconciliation Action Plan will be presented to Council for approval following Reconciliation Australia's endorsement.**
3. **Notes that there will be a budget submission for Reconciliation actions as per the Shire's Annual Budget process.**

Motion lapsed

Alternative Motion

President Campbell proposed the following Alternative motion:

That Council defers consideration of the Draft Reflect Reconciliation Action Plan to the Ordinary Council Meeting scheduled for 24 February 2025 to allow for further consultation with Aboriginal and Torres Strait Islander people.

Moved: President Campbell

Seconded: Cr. Bromham

That Council defers consideration of the Draft Reflect Reconciliation Action Plan to the Ordinary Council Meeting scheduled for 24 February 2025 to allow for further consultation with Aboriginal and Torres Strait Islander people.

Carried 7-2

26/12

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock and Cr. Morley.

Against: Cr. Carbone and Cr. Holly.

13. Elected Members Motions of Which Previous Notice Has Been Given

Nil.

14. Notice of Motion for Following Meeting**Cr. Carbone requested that the following Notice of Motion be placed in the Ordinary Council Meeting Agenda for February 2026.**

That Council requests the Chief Executive Officer to:

- a) Write to the Minister for Planning and Lands; Housing and Works; and Health Infrastructure requesting support to amend the Management Order to rezone Lot 4871 (46) Talbot Road, Brunswick and enable the development of Independent Living Units on the site, to be managed by the Brunswick River Cottages Committee.
- b) Makes representation to the Housing Authority for the development of Independent Living Units on Lots 38 and 39 Reading Street (also referred to as 14 and 16 McAndrew Street), Brunswick, to be managed by the Brunswick River Cottages Committee.
- c) Lists for consideration an allocation within the draft 2026–2027 Budget to determine the financial implications for the Shire of Harvey to support the development of these properties.
- d) Seek funding opportunities from the State or Federal Governments to fund and progress the development of the proposed Independent Living Units.
- e) Establish a Shire of Harvey Working Group, to progress the establishment of additional Independent Living Units within the Shire, with nominated delegates from the Brunswick River Cottages Committee, along with other potential partners and stakeholders.
- f) Calls for nominations for membership to the Working Group to be considered by Council in June 2026.
- g) Bring a report to Council in June 2026 on progress relating to this resolution.

15. Reports of Members

President Campbell reported on her attendance at the following:

January 2026

- Sunset Festival Debrief Meeting
- Audit Committee Meeting
- Shire Chat
- SEN Radio
- Meeting with David Bolt MLA
- Staff Service Recognition Morning Tea at Leschenault Leisure Centre
- ABC Radio Interview
- Shire Chat
- Bunbury Harvey Regional Council Meeting in Bunbury
- Australia Day Citizenship Ceremony.

Cr. McCarthy reported her attendance at the following:

October 2025

- Governance Training.

November 2025

- New Councillor Online Webinar Training
- New Councillor Induction
- Shire of Harvey Moka City Third Anniversary Virtual Meeting
- Audit Committee
- Bunbury Harvey Regional Council Stanley Road and Banksia Road Facility Tours
- Meadow Landing and River Ridge Group Meeting
- Bunbury Harvey Regional Council Ordinary Meeting.

December 2025

- Shire of Harvey After Hours at Brugan Brewery
- Bunbury Harvey Regional Council Special Meeting
- Lot 208 Annual General Meeting in Australind

- Bunbury Harvey Regional Council FOGO Update.

January 2026

- Shire of Harvey Audit Committee Meeting Online
- Bunbury Harvey Regional Council Meeting.

Cr. Dickinson reported her attendance at the following:

December 2025

- Peron Naturalist Partnership Board Meeting Bunbury
- FOGO Update Workshop.

January 2026

- Audit Committee Meeting
- Bunbury Harvey Regional Council Meeting
- Friends Wardandi Reserve 30th Anniversary Celebration
- Bunbury Harvey Regional Council Discussion Meeting
- Australia Day Breakfast and Citizenship Ceremony in Harvey.

16. New Business of an Urgent Nature Introduced by Decision of Meeting

Nil.

17. Matters Behind Closed Doors

Moving Behind Closed Doors

Moved: Cr. Morley

Seconded: Cr. Carbone

That Council moves behind closed doors.

Carried 9-0

26/13

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

Council moved behind closed doors at 4.27pm.

17.1. Executive Services

Reason for Confidentiality as per *Local Government Act 1995*:

s.5.23(4)(d)(iii): “Information contained in a tender received by the local government for a contract to the extent that the making public of the information would be likely to have an adverse effect on the tenderer’s business interest.

Item No.:	7.1.1.
Subject:	Harvey Community Precinct Stage One – Design Review Contract
Proponent:	Shire of Harvey
Location:	Young Street, Harvey
Reporting Officer:	Manager Special Projects
Authorising Officer:	Chief Executive Officer
File No.:	F/37/00207
Attachments:	Nil

Reason for Confidentiality

This report exposes the Tenderer’s methodology for an upward variation which is commercial in confidence.

Following a motion to move behind closed doors, the only topic to be discussed for no longer than required is outlined in the Shire of Harvey’s Confidential Agenda and Council will return from behind closed doors thereafter.

Summary

The purpose of this report is to present a Contract Variation from Christou Design Group for the proposed design review and redocumentation for Stage One of the Harvey Community Precinct project. It outlines the scope of work across key disciplines, evaluates the reasonableness of associated costs, and ensures alignment with the National Construction Code (NCC) 2022 requirements. This re-design stage is critical to enable the project to progress into the construction phase, to deliver a much-needed community facility and meet grant funding milestones.

Based on the assessment, it is recommended that Council awards a contract variation for Tender T012022 Consultancy Services for the Harvey Community Precinct, ensuring that all necessary design updates are completed to meet compliance and strategic objectives. This approach provides a coordinated, future-proof design that minimises risk and positions the Shire to deliver a high-quality precinct for the community.

Voting Requirements

Simple Majority

Officer’s Recommendation

Moved: Cr. Bromham

Seconded: Cr. Dickinson

That Council:

- 1. Approves Variation 001 for Tender T012022 Consultancy Services for the Harvey Community Precinct to allow Christou Design Group to complete the proposed design review and redocumentation for Stage One of the Harvey Community Precinct project for the amount of \$281,640 (excl. GST).**
- 2. Authorises the Chief Executive Officer to sign and approve the required variation forms for the approved value.**

Carried 9-0 26/14

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

Returning from Behind Closed Doors

Moved: Cr. Morley

Seconded: Cr. Holly

That Council return from behind closed doors.

Carried 9-0 26/15

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, Cr. Hitchcock, Cr. Morley, Cr. Carbone and Cr. Holly.

Against: Nil.

Council returned from behind closed doors at 4.29pm.

18. Closure of Meeting

There being no further business to discuss, the meeting was declared closed at 4.30pm.

I, Ms. Michelle Campbell, certify that the aforesaid Minutes of the meeting held on Tuesday, 27 January 2026, are a true and correct record of that meeting on Tuesday, 27 January 2026.



Ms. Michelle Campbell
Shire President