Ordinary Council Meeting
Agenda

Harvey Council Chambers
Tuesday, 22 September 2026
4PM

Shire of Harvey
Ordinary Council Meeting

Dear Councillor,

Notice is hereby given that the next meeting of the Harvey Shire Council will be held in the Harvey Council Chambers, Young Street, Harvey, on Tuesday, 22 September 2026 commencing at 4pm.

The business to be transacted is shown in the Agenda hereunder.

Yours faithfully,

Tony Nottle
Temporary Chief Executive Officer

18 September 2026.

Agenda

1. Official Opening

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, their cultures, and to Elders past, present and emerging.

2. Record of Apologies and Leave of Absence

3. Applications for Leave of Absence

Cr. Hitchcock requested a Leave of Absence from Friday, 20 November 2026 to Wednesday, 2 December 2026 inclusive.

Cr. McCarthy requested a Leave of Absence from Saturday, 14 November 2026 to Wednesday, 25 November 2026 inclusive.

4. Declarations of Members' and Officers' Personal Interest

The Temporary Chief Executive Officer declared a financial interest in Item 12.1.1 CEO Recruitment – Appointment of Consultant and Independent Panel Member. The Temporary Chief Executive Officer declared that this Item relates directly to his potential future employment and declared that he would leave the Chamber for the duration of the item.

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

Nil.

6. Response to Previous Questions Taken on Notice

Ms. India Stone asked the following question at the Ordinary Council Meeting held Tuesday, 25 August 2026:

In November 2023, Council was expressly advised that the purpose of maintaining both the Australind and Harvey Council Chambers was to provide equitable access for residents and Councillors across the geographically large Shire, and that loss of either Chamber would restrict residents to one location. Council nevertheless revoked its November resolution four months later and resolved to convert Australind, citing office accommodation needs, while describing the relocation to Harvey as "temporary".

Question 1: Given that the March report does not identify any assessment of the community-access consequence of removing the Australind Chamber, and the arrangement has now continued for more than two years while the Australind Office Expansion has yet to progress, please identify what assessment Council made of that community-access consequence, when it was made, and where it is recorded?

Answer 1: Council considered community access implications during debate as part of the March 2024 Agenda Item 13, Notice of Motion, number one. Options and solutions, as identified in Report 12.2.2 (Options for Additional Office Accommodation) of the November 2023 Agenda, were factored into Council's decision making.

No separate community access assessment was developed. Rather, this assessment and its considerations were weighed alongside the Shire's office requirements, workforce growth and operational needs.

Since that time, Council has continued to investigate long-term office solutions, with investigation and progress continuing throughout 2026. Council has acknowledged that current arrangements remain temporary, and meeting location will impact the 2027 Council Meeting schedule.

Mrs. Sheila Ferguson asked the following questions at the Ordinary Council Meeting held Tuesday, 25 August 2026:

Before it was changed by Shire Officers following my questions at the last Council meeting, the Shire's 2025 Information Statement stated "The allotted public question time during a Council meeting is 20 minutes … [and] Any member of the public attending a Council meeting can ask up to three questions …" These statements were not inconsistent with Standing Orders and the applicable legislation as the response states: Standing Orders and the Regulations prescribe a minimum of 15 minutes for question time and they do not place a limit on the number of questions that may be asked.

For the statements to have appeared in the Information Statement, twenty minutes and three questions must have been approved by somebody at some time. The assumption must be that it was approved by resolution of Council in accordance with Standing Orders and the Regulations.

Question 1: Who approved that question time be allotted 20 minutes and that 3 questions be allowed and if they were approved by Council, should the matter have been placed before Council before any change was made to the 2025 Information Booklet?

Answer 1: The 20 minutes and the three questions, referred to in Mrs. Ferguson's question were not approved by Council, and do not reflect the Standing Orders. The Standing Orders provide that a member of the public may ask up to two questions before others are invited to ask theirs, and that each question is to be put within two minutes.

The Regulations set Public Question Time at a minimum of 15 minutes. The 2025 Information Booklet referenced appeared in error within a superseded version of the Information Statement that became visible to the public following the migration of the Shire's website to a new platform. The document has since been removed and is no longer accessible. As this was the correction of an error rather than a change to Council's position, the matter is not required to be put before Council.

Standing Orders state "Where a member of the public provides written questions then the Presiding Member may elect for the questions to be responded to as normal business correspondence." Because all Council meetings are held in Harvey and the majority of the Shire's population live a 70 km round trip away, many residents are unable to attend Council meetings.

If they submit questions in writing in advance and you treat them as normal business correspondence, they are deprived of the opportunity to have their questions, and the response, made public and the community is deprived of the opportunity of knowing what issues others are concerned about.

Question 2: At least while all Council meetings are held in Harvey, which makes it difficult or impossible for many residents to attend, will Council consider, if questions are submitted in writing in advance and there is no time left to read them out at the meeting, that they be included in the Minutes of the meeting and the responses included in the Agenda for the next Council meeting so that no-one is denied the opportunity to have their questions and the responses on the public record?

Answer 2: The Shire's Standing Orders Local Law 2017 establishes the processes for questions raised during Public Question Time and written questions submitted to the Shire. Clauses 6.3 to 6.7 outline Public Question Time procedures and provide for questions to be taken on notice. Clause 6.7(6) permits the Presiding Member to determine that written questions submitted in advance be responded to as normal business correspondence.

Council will continue to manage Public Question Time, written submissions and responses in accordance with the requirements of the Standing Orders Local Law 2017.

7. Public Question Time

8. Petitions/Deputations/Presentations

9. Announcements by Presiding Members or CEO Without Discussion

10. Confirmation of Minutes

Ordinary Council Meeting – Tuesday, 25 August 2026.

Recommendation

That the Minutes of the Ordinary Council Meeting held on Tuesday, 25 August 2026, as published be confirmed as a true and correct record.

11. Receipt of Minutes and Recommendations from Committees

Behaviour Complaints Committee Meeting – Tuesday, 25 August 2026.

Recommendation

That the Minutes of the Behaviour Complaints Committee Meeting held on Tuesday, 25 August 2026, as published be confirmed as a true and correct record.

Audit, Risk and Improvement Committee Meeting – Tuesday, 15 September 2026.

Recommendation

That the Minutes of the Audit, Risk and Improvement Committee Meeting held on Tuesday, 15 September 2026, as published be confirmed as a true and correct record and the recommendations therein be adopted.

12. Officer's Reports

12.1. Chief Executive Officer

Item No.:	**12.1.1.**
Subject:	**CEO Recruitment – Appointment of Consultant and Independent Panel Member**
Proponent:	**Shire of Harvey**
Location:	**Shire of Harvey**
Reporting Officer:	**Manager Governance and Strategy**
Authorising Officer:	**Chief Executive Officer**
File No.:	**F/36/00013**
Attachments:	1. Confidential Attachment 1 2. Confidential Attachment 2 3. Confidential Attachment 3 4. Confidential Attachment 4 5. Confidential Attachment 5

Reason for Confidentiality

Pursuant to Sections 5.23(2)(b), (4)(b), (4)(c) and (4)(d)(ii)(iii) of the *Local Government Act 1995* (the Act), portions of this report contained within ***Confidential Attachment 1, 2, 3, and 4*** include information submitted in response to a Request for Quotation (RFQ) that is confidential in nature.
The confidential information includes:

- Quoted prices, fee schedules and the methodologies used by respondents for calculating those prices; and

- Commercially sensitive information, including the proposed methodologies, candidate attraction strategies, assessment tools, and search networks submitted by respondents in delivering the proposal.

This information has not been made public, and its disclosure could reasonably be expected to adversely affect the commercial interests of the respondents.

Pursuant to Sections 5.23(2)(b) and (4)(b) of the Act, portions of this report contained within ***Confidential Attachment 5*** include a matter relating to the recruitment of the CEO and information relating to the personal affairs of an individual.

Accordingly, the contents of ***Confidential Attachment 1*** **to 5** are provided to Council on a confidential basis.

Summary

At its Ordinary Council Meeting held on Tuesday, 23 June 2026, Council established the CEO Recruitment Committee and authorised the Committee, with the assistance of the Manager Governance and Strategy, to prepare and issue a Request for Quotation to suitably qualified executive recruitment consultants with demonstrated experience in local government Chief Executive Officer recruitment.

The Request for Quotation has since been prepared and issued, and submissions have closed. Four submissions were received. Each submission has been checked for compliance with the requirements of the Request for Quotation, and all submissions received are compliant.

No qualitative or price evaluation of the submissions has been undertaken. The submissions are presented to Council in full, in ***Confidential Attachment 1 to 4***, so that Council may consider them and determine which submission it wishes to accept.

This report also seeks the appointment of an independent person to the CEO Recruitment Committee. The CEO Recruitment Standards require the participation of at least one independent person throughout the recruitment process. The Committee has identified a suitably qualified person for Council's consideration. Information in relation to the independent person is provided in ***Confidential Attachment 5.***

Background

At its Ordinary Council Meeting held on Tuesday, 26 May 2026, Council accepted the resignation of the Shire's Chief Executive Officer, Ms Annie Riordan, and commenced the governance processes necessary to ensure continuity of executive leadership and facilitate the future recruitment of a new substantive Chief Executive Officer.

At the Special Council Meeting held on Tuesday, 9 June 2026, Council resolved to appoint a Temporary Chief Executive Officer and authorised the Shire President to finalise the employment arrangements and execute the Temporary Chief Executive Officer Employment Contract on behalf of the Shire.

At its Ordinary Council Meeting held on Tuesday, 23 June 2026, Council resolved (Resolution 26/110) to establish the CEO Recruitment Committee pursuant to section 5.8 of the *Local Government Act 1995*, adopt the CEO Recruitment Committee Terms of Reference as amended, appoint all Council Members to the Committee, and appoint Shire President Campbell as Presiding Member and Cr. Carbone as Deputy Presiding Member. In the same resolution, Council:

- Noted that the recruitment and appointment of a substantive Chief Executive Officer will be undertaken in accordance with section 5.39A of the *Local Government Act 1995* and the CEO Recruitment Standards prescribed under Schedule 2 of the Local Government (Administration) Regulations 1996;

- Noted the requirement under the CEO Recruitment Standards for the participation of at least one independent person throughout the recruitment process;

- Authorised the CEO Recruitment Committee, with the assistance of the Manager Governance and Strategy, to identify, approach and assess suitably qualified independent persons for future Council consideration and appointment;

- Authorised the CEO Recruitment Committee, with the assistance of the Manager Governance and Strategy, to prepare and issue a Request for Quotation to suitably qualified executive recruitment consultants with demonstrated experience in local government Chief Executive Officer recruitment; and

- Noted the CEO Recruitment Training to be delivered to Council Members by the Western Australian Local Government Association (WALGA) on Thursday, 9 July 2026.

This report addresses the two matters remaining from that resolution, being the outcome of the Request for Quotation process and the appointment of an independent person to the Committee.

Comment

The Request for Quotation

In accordance with the Shire of Harvey Purchasing Policy, procurement activities are to be undertaken using competitive, transparent and accountable purchasing processes that achieve value for money and ensure the equitable treatment of suppliers. The Policy requires the use of competitive quotation processes within prescribed purchasing thresholds and supports the use of formal Request for Quotation processes when engaging professional services.

A Request for Quotation was prepared by the Manager Governance and Strategy in consultation with the CEO Recruitment Committee and issued via TenderLink and by email invitation. Submissions closed at 3pm AWST on Thursday, 3 September 2026.

Section 2 of the RFQ specifies the requirement for an independent and suitably qualified recruitment consultant to manage the end-to-end process for recruiting and appointing a permanent Chief Executive Officer. A local government must select a CEO in accordance with the principles of merit, equity and transparency, and must not exercise nepotism, bias or patronage, or unlawfully discriminate against applicants.

Section 5.40 of the Local Government Act 1995 sets out the general principles of employment that apply to local governments, and the RFQ specification supports those principles by requiring a lawful, defensible and well-documented recruitment process.

The consultant is expected to provide governance and legislative advice, develop the recruitment plan and timetable, prepare or review the CEO position description and employment framework, design the recruitment and candidate attraction strategy, manage applications, support longlisting and shortlisting, facilitate interviews and assessments, undertake due diligence, assist with the preferred applicant recommendation, support offer negotiation and appointment, and complete all project records and close-out reporting.

These services align with the recruitment and selection minimum standards, including that Council:

- Identifies and agrees with the qualifications and selection criteria for the CEO role
- Approves the Job Description Form by absolute majority
- Establishes a selection panel that includes at least one independent person
- Undertakes an open and competitive advertising process
- assesses applicants against the approved criteria
- Verifies the recommended applicant’s work history, qualifications, referees and claims, and
- Ensures the final appointment and employment contract are endorsed by absolute majority.

Overall, the specification requires a recruitment process that is merit-based, impartial, transparent and free from nepotism, bias or unlawful discrimination. It also supports the statutory requirement that the CEO position be re-advertised and a recruitment and selection process undertaken after any instance where a person has occupied the position for 10 consecutive years.

Four submissions were received prior to the closing time, from the consultants contained within ***Confidential Attachments 1, 2, 3 and 4***.

Each submission has been reviewed by the Manager Governance and Strategy for compliance with the requirements of the Request for Quotation, including the completion of all returnable schedules, the provision of a fee schedule, confirmation of the required insurances and the absence of any material departure from the terms of the Request for Quotation.

All submissions received are compliant, and none were set aside.

No qualitative or price evaluation of the submissions has been undertaken, and the submissions are not ranked. Each compliant submission is provided to Council in full in ***Confidential Attachments 1, 2, 3 and 4*** so that Council may consider the submissions and determine the submission it wishes to accept.

Independent Person

The CEO Recruitment Standards require the participation of at least one independent person throughout the recruitment process. The independent person is intended to provide an objective external perspective, support compliance with the prescribed standards and assist Council in ensuring that the recruitment process is conducted fairly, transparently and in accordance with contemporary governance practices.

In accordance with Schedule 2 of the Local Government (Administration) Regulations 1996, an independent person must not be a Council Member, an employee of the Shire, or a human resources consultant engaged to assist with the recruitment process. The legislation does not prescribe the method by which an independent person is identified or selected.

In accordance with Council's resolution of Tuesday, 23 June 2026, the Manager Governance and Strategy sought feedback from Council in relation to an appointment of an independent person with a clear recommendation from Council for a candidate. Correspondence confirming their interest is provided at ***Confidential Attachment 5*****.**

Statutory/Policy Environment

Local Government Act 1995

- Section 5.8 – Enables Council, by Absolute Majority, to establish committees to assist Council in the performance of its functions.
- Section 5.9 – Prescribes the membership of committees, including Council Members, employees and other persons.
- Section 5.10(1) – Provides that the members of a committee are to be appointed by the local government by Absolute Majority.
- Section 5.23(4)(b) – Provides for a meeting, or part of a meeting, to be closed to members of the public where the matter to be discussed relates to information about the personal affairs of an individual.
- Section 5.36 – Requires a local government to employ a person to be the Chief Executive Officer of the local government.
- Section 5.39 – Provides that the Chief Executive Officer is to be employed by the local government under a contract of employment.
- Section 5.39A – Requires local governments to comply with prescribed standards relating to the recruitment, performance review and termination of employment of Chief Executive Officers.
- Section 5.40 – Requires local governments to apply the principles of merit and equity in relation to employment.

- Section 5.41 – Prescribes the statutory functions and responsibilities of the Chief Executive Officer.

Local Government (Administration) Regulations 1996

Schedule 2 – CEO Recruitment, Performance Review and Termination Standards.

- Division 1 – Prescribes requirements relating to the recruitment and selection of a Chief Executive Officer, including the approval of a job description and selection criteria by Council prior to the position being advertised.

- Division 2 – Requires the establishment of a selection panel and the participation of at least one independent person and prescribes who may not be an independent person.

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.

This report and its outcomes will be published on the Shire's website. The Agendas and Minutes of the CEO Recruitment Committee will also be published on the Shire's website.

Promise to the Community

Inform: We will keep you informed.

The Agenda Item, with the report and any public attachments, will be published on the Shire's website for viewing.

Risk Management

The Risk Theme Profiles identified in relation to this report include ***Compliance*** and ***Reputation***. The recruitment and appointment of the substantive Chief Executive Officer creates a compliance risk if the process is not undertaken in accordance with the *Local Government Act 1995*, the Local Government (Administration) Regulations 1996, the prescribed CEO Recruitment Standards, the Shire's adopted standards for CEO recruitment, performance review and termination, and the CEO Recruitment Committee Terms of Reference. The proposed engagement of a suitably qualified executive recruitment consultant and the appointment of an independent person to participate in the CEO recruitment process mitigates these risks by supporting a recruitment process that is independent, merit-based, transparent, impartial, confidential and aligned with the applicable statutory, regulatory and policy requirements.

The risk is considered **Moderate** and the likelihood **Possible**, resulting in a **Medium** level of risk. The proposed procurement of an executive recruitment consultant, together with the appointment of an independent person and the application of the CEO Recruitment Standards, is considered an appropriate mitigation strategy to reduce both the likelihood and impact of compliance failure or reputational damage during the recruitment and appointment process.

Budget Implications

The 2026–2027 Annual Budget includes an allocation of $50,000 for the Chief Executive Officer recruitment process. This allocation is intended to cover all costs associated with the recruitment and appointment process, including the engagement of an executive recruitment consultant and any related recruitment expenses. The quotations received are below the allocated budget amount, leaving provision within the adopted budget for other incidental costs associated with the recruitment process, should they arise.

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

Absolute Majority

Officer's Recommendation

That Council:

1. Endorses the submission contained in ***Confidential Attachment*** _____ as the preferred submission for RFQ Q112026 – CEO Recruitment Consultancy and authorises the Chief Executive Officer to finalise and execute the engagement of the preferred respondent in accordance with the Request for Quotation and the respondent's submitted offer.

2. Appoints the person identified in ***Confidential Attachment 5*** as the independent person to participate in the Chief Executive Officer recruitment process in accordance with the CEO Recruitment Standards prescribed under Schedule 2 of the Local Government (Administration) Regulations 1996 and authorises the Shire President to write to that person offering appointment as the independent person on the CEO Recruitment Committee.

BY ABSOLUTE MAJORITY

12.2. Infrastructure Services

Nil.

12.3. Sustainable Development

Nil.

12.4. Corporate Services

Item No.:	**12.4.1.**
Subject:	**Variations to Fees and Charges 2026–2027**
Proponent:	**Shire of Harvey**
Location:	**Shire of Harvey**
Reporting Officer:	**Director Corporate Services**
Authorising Officer:	**Chief Executive Officer**
File No.:	**FM/H/001**
Attachments:	1. Variation Fees and Charges 2026-2027 to be adopted [**12.4.1.1** - 14 pages]

Summary

The Schedule of Fees and Charges 2026–2027 was adopted at the Ordinary Council Meeting held Tuesday, 26 May 2026.

Variations to the Schedule of Fees and Charges have been identified by Officers since it was adopted.

It is recommended that Council adopts the variations to the Schedule of Fees and Charges (refer ***Attachment 1***) and requests the Chief Executive Officer to advertise the variations to the Fees and Charges to the public for implementation from Sunday, 1 November 2026.

Background

The Shire adopts the Schedule of Fees and Charges on an annual basis in accordance with Section 6.16 of the *Local Government Act 1995* (Act). According to this section, the Shire may impose and recover a fee or charge for any goods or services it provides or proposes to provide, other than a service for which a service charge is imposed.

The Shire has approximately 650 different fees and charges. Section 6.16(3) of the Act states that these fees and charges are to be imposed when adopting the Annual Budget. Additions or variations to existing fees and charges may be imposed during the financial year by Absolute Majority and with a requirement to advertise them.

This item is presented to Council to allow variations to existing fees and charges. Officers have identified fees and charges that were omitted previously as well as fees and charges that require updating.

Comment

The Schedule of Fees and Charges was comprehensively reviewed by Officers in the lead-up to the adoption of the 2026 –2027 Annual Budget, resulting in significant changes in some operational areas.

Since adoption, in May and implementation for this financial year, Officers have identified that some variations are required. Below is a list of the fees and charges that have been reviewed along with a rationale of the proposed variations.

5.1.7 Design Review Panel

Description	2026–2027 Adopted	2026–2027 Variation
5.1.7 Design Review Panel a) Up to two Design Reviews *Note: Only applicable if first Review occurs prior to application lodgement* b) Review by Panel Chair and up to two Panel Members c) Additional Panel Members (per Panel Member)	 $ 280.00 $ 260.00	 $ 2,200.00 $ 500.00

The variation to section b) and c) is required to align with the South West Design Review Panel (SWDRP). The wording and the fees have been set by the SWDRP for the 2026–2027 financial year. Notification of these updated fees was received by the Shire's Planning business unit on 7 August 2026.

9.1 Facilities – Category 1 – Harvey Town Hall, Brunswick Hall & Australind Hall

Description	2026–2027 Adopted	2026–2027 Variation
9.1.9 Bond – To be paid on all the above occasions, with alcohol approval (unless by agreement)	$ 1,040.00	Remove charge
9.1.10 Bond – To be paid on all the above occasions, without alcohol approval (unless by agreement)	$ 520.00	Remove charge

There was a typographical error on line 9.1.9 and 9.1.10 in the originally adopted Fees and Charges. These lines are headers only and do not require a charge.

10.2 Brunswick Recreational – Oval Only

Description	2026–2027 Adopted	2026–2027 Variation
10.2.2 Brunswick Recreation Ground 100 lux lighting use – per hour * Brunswick Recreation Ground 200 lux lighting use – per hour * * The hourly rate is applied proportionately to the actual duration of use, with charges calculated to the nearest minute.	P.O. A	$ 11.35 $ 22.70

The variation to the hourly rate is required to provide a clear and accurate cost for this service. These lights have a monitoring system that reports the exact cost incurred per use.

Membership Options - Leschenault Leisure Centre (LLC)

It is proposed to re-introduce 3-month and 6-month upfront options for Standard and Concession members for 12.2 Aquatic Only Memberships, 12.4 Fitness Only Memberships, and 12.6 Full Access Memberships at the LLC as outlined below.

The removal of these payment options in the 2026–2027 Fees and Charges was intended to streamline membership options as part of a comprehensive review of fees and charges imposed at the LLC. However, an unanticipated outcome has been a negative impact on existing members who prefer flexible payment arrangements, and reduced revenue generated through rehabilitation memberships funded by insurance providers. Reinstating these options is expected to improve accessibility and affordability for members and increase membership retention.

A further unidentified impact was an unacceptable increase in the annual membership fees with the removal of the 10% discount for renewing members. This has generated considerable feedback from long-standing members who feel their loyalty and ongoing commitment to the Centre should be recognised.

It is proposed that the following provision is added to the Schedule of Fees and Charges:

A 10% renewal discount applies to 12-month memberships where the member renews within 14 days of their membership expiry date.

For those existing members that have renewed since 1 July 2026 and prior to the implementation of this variation, it is proposed that a 10% discount is applied retrospectively.

12.2 Aquatic Only Membership

Description	2026–2027 Adopted	2026–2027 Variation
12.2.1 3 Months - Upfront - Standard **12.2.2** 3 Months - Upfront - Concession **12.2.3** 6 Months - Upfront - Standard **12.2.4** 6 Months - Upfront - Concession	Nil.	$ 291.75 $ 262.60 $ 486.25 $ 437.60

12.4 Fitness Only Membership

Description	2026–2027 Adopted	2026–2027 Variation
12.4.1 3 Months - Upfront - Standard **12.4.2** 3 Months - Upfront - Concession **12.4.3** 6 Months - Upfront - Standard **12.4.4** 6 Months - Upfront - Concession	Nil.	$ 370.50 $ 333.45 $ 617.50 $ 555.75

12.6 Full Access Membership

Description	2026–2027 Adopted	2026–2027 Variation
12.6.1 3 Months - Upfront - Standard **12.6.2** 3 Months - Upfront - Concession **12.6.3** 6 Months - Upfront - Standard **12.6.4** 6 Months - Upfront - Concession	Nil.	$ 424.15 $ 381.70 $ 706.90 $ 636.20

12.20 Service Fees – Clubs

The proposed variation for 12.20 Service Fees – Clubs is to re-introduce a Club Affiliation Fee for clubs that do not operate on a game day/training basis (such as Australind Dog Obedience Club). It is further proposed to amend the wording for 12.20.2 and 12.20.3 Sports field hire charges to include changerooms for Shire based clubs.

The proposed variations are:

Description	2026–2027 Adopted	2026–2027 Variation
12.20.10 Club Affiliation Fee - Level 1 (Only clubs that don't fit Game Day and Training)	Nil.	$ 600.00
12.20.2 Sports field hire (includes changerooms) - Shire of Harvey based Seniors Clubs - Fixtured Game Day - per session	$ 57.20	$ 57.20
12.20.3 Sports field hire (includes changerooms) - Shire of Harvey based Juniors Clubs - Fixtured Game Day - per session	$ 57.20	$ 57.20

Club affiliation fees were removed from the adopted Schedule of Fees and Charges, leading to clubs operating outside the standard training and game day booking model being able to use Shire of Harvey facilities without contributing through an affiliation fee. It is proposed to reinstate the annual affiliation fee of $600.00 for all clubs that do not operate under the training and game day structure.

Sports field hire for Shire of Harvey based clubs was adopted in the Schedule of Fees and Charges with no changerooms included. It is proposed that 12.20.2 and 12.20.3 be amended to include changerooms, so that resident clubs are not subject to additional changeroom hire charges as the $90.00 per session fee has been deemed not financially sustainable.

13.2.1 Westbrook Hall - Court 3 (Per hour)

The proposed variation for 13.2.1 at the Harvey Recreation and Culture Centre (HRCC) is to increase the hourly fee to match 13.9.1. This is recommended to make the court hire fees consistent for both categories and would result in a $0.50 increase per hour for 13.2.1.

Description	2026–2027 Adopted	2026–2027 Variation
13.2.1 Westbrook Hall - Court 3 (Per hour)	$ 110.50	$ 111.00

Statutory/Policy Environment

Local Government Act 1995

- Section 6.16 – Allows for the imposition of fees and charges by Council by Absolute Majority.
- Section 6.17 – Gives guidance in determining the level of fees or charges (i.e. taking into account the cost to the local government in providing that service or good).

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.

Council's decision will be included as part of the Ordinary Council Meeting Minutes. These Minutes are uploaded to the website and are accessible to the public.

Promise to the Community

Inform: We will keep you informed.

Council's decision will be recorded in the publicly accessible Council Minutes. In addition, a local public notice outlining Council's intention to impose the amended fee and charges, along with the date, will be advertised.

Risk Management

The Risk Theme Profile identified as part of this report is ***Providing Inaccurate Advice/Information***. The Consequence could be ***Financial, Reputational***, or ***Compliance*** should an inappropriate or unrealistic fee be adopted by Council. The Risk is considered ***Moderate*** and the likelihood ***Unlikely***. The risk is mitigated by Council reviewing the variations to the schedule of fees and charges, resulting in a ***Low*** risk being present.

Budget Implications

The proposed variations to the Schedule of Fees and Charges have allotted income streams included as part of the 2026–2027 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

Absolute Majority

Officer’s Recommendation

That Council:

1. Adopts the variations to the Schedule of Fees and Charges for the 2026–2027 financial year (refer ***Attachment 1***).

2. Requests the Chief Executive Officer to provide local public notice of Council’s intention to impose the variations to the fees and charges along with the date they will be applied being Sunday, 1 November 2026.

BY ABSOLUTE MAJORITY

Item No.:	**12.4.2.**
Subject:	**Long Term Financial Plan 2026-2036**
Proponent:	**Shire of Harvey**
Location:	**Shire of Harvey**
Reporting Officer:	**Accountant**
Authorising Officer:	**Director Corporate Services**
File No.:	**EQ/O/007**
Attachments:	1. Long Term Financial Plan 2026-2036 [**12.4.2.1** - 33 pages]

Summary

This report presents the Shire of Harvey's (Shire) Long Term Financial Plan (LTFP) 2026–2036 as part of the Integrated Planning and Reporting Framework (IPR) requirements prescribed under the *Local Government Act 1995*.

The LTFP highlights the income streams of the Shire as well as future financial impositions. It is a model which aids in the decision-making process as to what rates and other funding sources are required to maintain the Shire's existing services and assets as well as the provision of new services or assets as highlighted in the Shire's Forward Capital Works Plan.

It is recommended the Long Term Financial Plan 2026–2036, as contained in ***Attachment 1***, be adopted.

Background

The LTFP is a 10-year rolling plan that helps inform the priorities outlined in the Council Plan. The LTFP includes operating forecasts as well as capital items fed from the Shire's Forward Capital Works Plan and other informing strategies. The Plan is built around a number of assumptions relating to population growth, CPI increases, rate increases, utility cost increases. Where available, assumptions are based on current government approved economic data. Although these assumptions may alter from year to year, they are required to more accurately identify the Shire's sustainability into the future.

The Department of Local Government, Industry, Regulation and Safety has provided guidelines for the production of the LTFP as it forms a key document in the Integrated Planning and Reporting process.

Comment

The LTFP expresses in financial terms, the activities the Shire intends to undertake over the next 10 years to achieve the outcomes of the Shire's Strategic Community Plan. Some of the key purposes of the LTFP are:

- To assist in the future planning of the Shire's financial operations in regard to key components such as rate increases, service levels to the community and infrastructure asset replacement and/or renewal. It also serves to guide the Shire's financial decisions, such as loan indebtedness and internal cash reserve utilisation.

- To act as a financial barometer for future actions and encourages the Shire to consider the impact decisions made today will have on the Shire's long-term sustainability.

- To be a medium for linking the Annual Budget to the Asset Management Plan, ensuring the Shire is aware of future expenditure needs for renewal or replacement of existing assets.

The LTFP assumes that the Shire intends to maintain its existing assets in a sustainable manner.

It also assumes that the Shire will maintain its current service levels (including asset condition levels) and that the Shire is planning for a positive and sustainable future.

Council has previously been informed that our asset management program and its maturity is at the beginning of the journey. Over time, in future iterations of the LTFP, updated figures reflective of these asset management plans and programs will be incorporated. Included in the LTFP is the anticipated operating income and expenditure of the Shire plus capital expenditure and income derived from the Shire's existing Forward Capital Works Plan.

The LTFP model is based on various assumptions, one of which is indexation from one year to the next. Officers have included the most current CPI forecast from the WA Department of Treasury with forecast CPI for 2027–2028 set at 3.3%. Forecast CPI for 2028–2029 onwards is expected to be set at 3.0%.

The LTFP predicts the raising of new loans in 2026–2036 of:

- $2,000,000 for Australind Community Precinct
- $5,000,000 for the LLC Court Expansion project
- $8,000,000 for Harvey Community Precinct
- $2,000,000 for Leschenault Recreation Park Ovals 7 & 8
- $5,000,000 for Harvey Oval Grounds
- $1,200,000 self-supporting loan for Leschenault Bush Fire Brigade.

Included in the LTFP is the inclusion of a Waste Facilities Maintenance Rate on all rateable assessments which was introduced in 2023–2024. The purpose of the levy is to fund the loan repayments for the Standley Road Refuse Capital Works and other future refuse capital works requirements.

Statutory/Policy Environment

Local Government Act 1995

- Section 5.56 – Deals with planning for the future.

Local Government (Administration) Regulations 1996

- Regulation 19DA(3)(c) – Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

Local Government (Financial Management) Regulations 1996

- Regulation 5(2)(a) – The CEO is to ensure that the resources of the local government are effectively and efficiently managed.

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.
Objective 5:	Ensure equitable access to local services, facilities and places.
Pillar 2 – Planet:	A natural environment that is highly valued, protected and enjoyed.
Objective 9:	Manage waste sustainably.
Pillar 3 – Place:	A liveable, sustainable and well-designed built environment that is accessible to all.
Objective 12:	Enhance the appearance of public spaces and streetscapes.
Objective 14:	Provide vibrant, accessible and well-maintained parks and playgrounds.
Objective 15:	Ensure Shire facilities, buildings, gardens and grounds are fit for purpose and well maintained.
Objective 16:	Facilitate safer, connected, well-maintained roads, paths and cycleways.
Pillar 4 – Prosperity:	A diversified and thriving economy that offers a wide range of business and work opportunities as well as consumer choice.
Objective 19:	Facilitate sustainable urban, rural and industrial development, infrastructure and services to support population and economic growth.
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.

The Long Term Financial Plan, once adopted, will be available on the Shire's website.
Promise to the Community

Inform: We will keep you informed.

The Long Term financial plan, once adopted, will be available on the Shire's website.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be ***Financial*** and ***Reputational*** should inappropriate or unrealistic assumptions be used in the LTFP model. The risk is considered ***Minor*** and the likelihood ***Unlikely***, given that annual comparative figures have been used in the base year of the report, the report has been thoroughly researched, peer reviewed and provided by qualified Shire Officers. As such it is considered that a ***Low*** risk is present.

Budget Implications

The LTFP is a tool which filters projects through to the Annual Budget and guides the Shire in the financial management and decisions it makes towards a sustainable future.

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 adopts the Long Term Financial Plan 2026–2036 as at ***Attachment 1.***

Item No.	**12.4.3.**
Subject:	**Payments August 2026**
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 August 2026 [**12.4.3.1** - 21 pages]

Summary

A listing of payments for goods and services for August 2026 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 August 2026 is presented as ***Attachment 1***, as summarised below.

Voucher		**Amount**
Schedule of Accounts		
Municipal	CP.66.1 – CP.70.145	$ 3,027,320.80
	117758–117759	$ 47,088.95
CBA Credit Cards		$ 6,308.90
Electronic Funds Submitted/Direct Debits		$ 1,660,276.34
Total		**$ 4,740,994.99**

Purchasing Card Payments included in the Municipal payments above

AMPOL Fuel Card	$ 3,500.04
BP Fuel Card	$ 10,485.85
Puma Fuel Card	$ 812.60
Total	**$ 14,798.49**

Statutory/Policy Environment

Local Government Act 1995

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

Local Government (Financial Management) Regulations 1996

- Regulation 13 – Payments from municipal fund or trust fund by CEO, and CEO's duties.

- 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.

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 2026–2027 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 August 2026 totalling $4,740,994.99.

Item No.	**12.4.4.**
Subject:	**Financial Statements as at 31 July 2026**
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 July 2026 [**12.4.4.1** - 10 pages]

Summary

The Financial Statements as at Friday, 31 July 2026 are provided at ***Attachment 1.***

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

	ACTUAL 31 July 2026	**BUDGET** 2026–2027	**VARIANCE**
Statement of Financial Performance			
Ordinary Revenue	$ 754,317	$51,123,623	$50,369,306
Ordinary Expenditure	$ 4,942,445	$65,414,276	$60,471,831
Capital Revenue	$ 7,439,756	$46,901,385	$39,461,629
Capital Expenditure	$ 497,322	$50,317,897	$49,820,575
End of Period Surplus/(Deficit)			$ 6,917,825

	ACTUAL
Statement of Financial Position	
Current Assets	$ 35,574,137
Net Assets	$821,014,652

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 $34,000,000 and waste service charges of $6,800,000 are forecast to be raised in August 2026. The due date for rates payment is Friday, 25 September 2026.

Cash Flow and Interest Earnings

The Shire holds by way of cash and term deposits $7,600,000 in Municipal funds and $26,300,000 in restricted Trust and Reserve funds. The average interest rate on these funds is 4.71%. New term deposits are attracting an interest rate of approximately 5% for a term of 90 days.

Operating Grants and Subsidies

The Shire received $4,400,000 as advance payment for Financial Assistance Grants 2026–2027 in the last quarter of the 2025–2026 financial year.

Employee Costs

The employee costs reflect the employee costing for the first month of the financial year 2026–2027. The Shire is anticipated to remain in line with the Budget 2026–2027 and the Shire's Workforce and Diversity Plan.

Material, Contracts, Utilities and Other Expenses

Although these accounts only reflect the first month 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 2026–2027 financial year.

Capital Expenditure

The Shire has budgeted to spend $50,300,000 on capital projects throughout the Shire in 2026–2027. Some of these projects include carry over projects from the financial year 2025–2026. Expenditure totalling $497,322 on capital works has been reported at the end of July 2026. As major projects are completed, and as the Shire is invoiced for these works, the level of reported expenditure will increase.

Please note further information on major projects are delivered through quarterly reporting.

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 July 2026 provided in ***Attachment 1.***

Item No.	**12.4.5.**
Subject:	**Financial Statements as at 31 August 2026**
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 August 26 [**12.4.5.1** - 10 pages]

Summary

The Financial Statements as at Monday, 31 August 2026 are provided at ***Attachment 1.***

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

	ACTUAL 31 Aug 2026	**BUDGET** 2026–2027	**VARIANCE**
Statement of Financial Performance			
Ordinary Revenue	$43,747,498	$51,123,623	$ 7,376,125
Ordinary Expenditure	$10,059,558	$65,414,276	$55,354,718
Capital Revenue	$10,368,097	$46,901,385	$36,533,288
Capital Expenditure	$ 1,637,987	$50,317,897	$48,679,910
End of Period Surplus/(Deficit)			$47,911,896

	ACTUAL
Statement of Financial Position	
Current Assets	$ 76,835,588
Net Assets	$860,712,888

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 $34,000,000 and waste service charges of $6,800,000 were raised in August 2026. The due date for rates payment is Friday, 25 September 2026.

Cash Flow and Interest Earnings

The Shire holds by way of cash and term deposits $12,300,000 in Municipal funds and $22,100,000 in restricted Trust and Reserve funds. The average interest rate on these funds is 4.71%. New term deposits are attracting an interest rate of approximately 5% for a term of 90 days.

Operating Grants and Subsidies

The Shire received $4,400,000 as advance payment for Financial Assistance Grants 2026–2027 in the last quarter of the 2025–2026 financial year.

Employee Costs

The employee costs reflect the employee costing for the first two months of the financial year 2026–2027. The Shire is anticipated to remain in line with the Budget 2026–2027 and the Shire's Workforce and Diversity Plan.

Material, Contracts, Utilities and Other Expenses

Although these accounts only reflect the first two 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 2026–2027 financial year.

Capital Expenditure

The Shire has budgeted to spend $50,300,000 on capital projects throughout the Shire in 2026–2027. Some of these projects include carry over projects from the financial year 2025–2026. Expenditure totalling $1,600,000 on capital works has been reported at the end of August 2026. As major projects are completed, and as the Shire is invoiced for these works, the level of reported expenditure will increase.

Please note further information on major projects are delivered through quarterly reporting.

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

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- Total Municipal Revenue and Expenditure – Graph
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- 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

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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 ***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 August 2026 provided in ***Attachment 1.***

12.5. Community and Lifestyle

Nil.

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

President Campbell requested that the following Notice of Motion be placed in the Ordinary Council Meeting Agenda for October 2026.

That Council requests the Temporary Chief Executive Officer to investigate and report back to Council on suitable options for a temporary venue or venues within the Australind area to accommodate both Council Agenda Briefing Session and Ordinary Council Meetings during the reconstruction of the Australind Council Chambers.

The report is to provide Council with:

a. Suitable venue options available within the Australind area, including their capacity and suitability for the conduct of Council Meetings.

b. Estimated costs associated with each option.

c. The staffing and resource implications associated with each option, including any additional staffing requirements or impacts on existing staff resources.

d. The budget implications associated with each option, whether funding can be accommodated within existing budgets or whether additional budget allocation will be required.

e. A recommended preferred option for Council's consideration.

f. The Report is to be presented to Council at the November 2026 Ordinary Council Meeting, and changes to be enacted for the 2027 Council Meeting Schedule.

Officer Comment

The Administration supports undertaking an investigation into suitable temporary meeting arrangements within the Australind area during the reconstruction of the Australind Council Chambers, which is due for occupation June 2028.

Establishing a temporary venue for Council meetings within the Australind area, however, is not simply a matter of identifying an available facility. A range of operational, technical, governance and financial matters will need to be considered to determine the suitability and cost of the available options.

The investigation will require consultation across Governance, Property, Information Technology, Work Health and Safety and relevant facility managers. Matters to be considered will include:

- The frequency and types of Council meetings proposed to be held at the venue
- Venue availability, capacity, accessibility and impacts on existing users and bookings
- The ability to meet the statutory requirements of a Council Meeting, such as a public gallery, matters behind closed doors, recording and livestreaming
- Whether the venue would require a permanent or temporary meeting setup
- Seating, tables, room configuration and work health and safety requirements
- Audio-visual, microphone, recording and livestreaming requirements and the expected standard of these services
- Internet and network capacity, including whether infrastructure upgrades are required

- Arrangements for presentations and other meeting types
- Equipment installation, security and storage
- Staff resources required for setup, testing, pack-down and ongoing operation
- Capital, operating and staffing costs associated with each option
- Opportunities such as for equipment purchased for the temporary venue to subsequently be incorporated into the reconstructed Australind Council Chambers.

Officers will work to bring appropriately costed and practical options back to Council to enable Council to consider the level of temporary meeting provision it wishes to establish during the reconstruction period.

While this investigation is outside the current scope of planned workloads and will require additional officer resources, the Administration considers the proposed timeframe of reporting to Council in November 2026, with implementation of Council's preferred option by January 2027, to be achievable.

Should the investigation identify unforeseen complexities that affect these timeframes, the CEO should have discretion to report this to Council and propose a revised implementation timeframe where necessary.

14. Notice of Motion for Following Meeting

Cr. Bromham requested that the following Notice of Motion be placed in the Ordinary Council Meeting Agenda for October 2026.

That the Shire of Harvey provide a letter of intent to lease the Returned Services League (RSL) Hall to Harvey RSL so they may progress their grant request with RSL WA.

15. Reports of Members

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

Nil.

17. Matters Behind Closed Doors

Nil.

18. Closure of Meeting