Date: 20 November 2026

To: Shire President
Deputy Shire President
Councillors
Community

Minutes of Special Council Meeting

Minutes of Special Council Meeting of the Shire of Boyup Brook held in the Council Chambers on 19 November 2026 at 5:00pm.



Leonard Long
Chief Executive Officer

Shire of Boyup Brook Corporate Values

Proactive

Embrace creativity, adaptability and continuous improvement seeking new ideas and solutions to address challenges and seize opportunities to ensure sustainability.

Leadership & Teamwork

Lead through collaboration, promote diversity, have pride in our work and partner with the community to achieve shared visions and aspirations.

Accountability & Integrity

Demonstrate respect, transparency, honesty and inclusivity in all interactions with the community.

Commitment

Build and share knowledge, act professionally and develop relationships that make a positive contribution to our community.

Engaging Community

Show respect, understanding and compassion for others and work collaboratively with community for better outcomes.

SHIRE OF BOYUP BROOK

Proactive, Leadership & Teamwork, Accountability & Integrity, Commitment, Engaging Community

Growing our community together

Contents

1. Declaration of Opening 4
2. Record of Attendance 4
2.1 Attendance 4
2.2 Apologies 5
2.3 Approved Leave of Absence 5
2.4 Request Leave of Absence 5
3. Deputations, Petitions and Presentations 5
3.1 Deputations 5
3.2 Petitions 5
3.3 Presentations 5
4. Public Question Time 5
4.1 Response to Previous Public Questions Taken on Notice 6
4.2 Public Question Time 6
5. Declarations of Interest 12
5.1 Financial and / or Proximity Interest 12
5.2 Disclosures of Impartiality Interest that may cause Conflict 13
6. Reports of Officers 14
6.1 Governance and Community Services 14
6.1.1 Tender 26/001 - Lease of a Portion of Rylington Park Farm 14
6.1.2 Tender 26/002 – Community Cropping - Lease of a Portion of Rylington Park Paddocks 20, 21 and 22 25
7. Closure 33

Agenda

1. Declaration of Opening

The Presiding Member declared the meeting open at 5:00pm.

Welcome to all Councillors, staff, and members of the public in attendance.

Acknowledgement of Traditional Custodians

We acknowledge the Kaniyang people as the Traditional Custodians of the land on which we meet.

We pay our respects to Elders past, present, and emerging.

Please ensure that mobile phones are switched off or placed on silent for the duration of the meeting.

This meeting will be audio recorded and made available for public access on the Shire website.

Members of the public are reminded that no other visual or audio recording of this meeting is allowed without the permission of the Presiding Member.

Councillors are reminded to declare any conflict of interest as they arise in accordance with the *Local Government Act 1995*.

2. Record of Attendance

2.1 Attendance

Shire President	Cr Helen O'Connell
Deputy Shire President	Cr Darren King
Councillors	Cr David Inglis
	Cr Philip Moore
	Cr Michael Wright
	Cr Helen Hack
	Cr John Matthews

Council Officers

Chief Executive Officer	Leonard Long
Executive Officer	Magdalena Le Grange
Executive Manager Corporate Services	Carolyn Mallett
Executive Manager Governance & Community Services	Gordon MacMile

Observers / Public Members

There were 28 members of the public in attendance.

2.2 Apologies

Executive Manager Operational Services Jason Forsyth

2.3 Approved Leave of Absence

Nil

2.4 Request Leave of Absence

Nil

3. Deputations, Petitions and Presentations

3.1 Deputations

Nil

3.2 Petitions

Nil

3.3 Presentations

Nil

4. Public Question Time

a. Public Question Time provides members of the public with an opportunity to ask questions of the Council. Questions must relate to the business of the Council and must not be statements or expressions of personal opinion.

b. Wherever possible, questions should be submitted in writing at least 48 hours before the meeting to allow sufficient time to prepare a response.

c. Public Question Time will be limited to a total of fifteen (15) minutes unless extended by the Presiding Member.

d. Before asking their first question, each person must state their name and locality. If a question relates to an agenda item, the relevant item number should also be stated.

e. Each speaker will generally be limited to three (3) minutes to ask their question unless the Presiding Member determines otherwise.

f. Questions must be directed through the Presiding Member. At a Special Council Meeting, only questions relating to the purpose of the meeting may be asked. Questions may be taken on notice and answered after the meeting at the discretion of the Presiding Member.

g. Once Public Question Time has concluded, members of the public must not interrupt or disrupt the proceedings of the meeting unless invited to do so by the Presiding Member.

4.1 Response to Previous Public Questions Taken on Notice

Nil

4.2 Public Question Time

Public question time opened at 5:03pm.

Mr Kim Lloyd

Question 1
Had the Presiding Member conveyed to all Councillors the detail of the discussion held with myself, Kevin Strap and Geoff Lodge concerning Eric Farleigh's wishes for Rylington Park, particularly its agricultural research and training purpose?

Shire Response:
The Presiding Member confirmed the discussion had been relayed to Council and considered in discussion of the lease arrangement.

The Chief Executive Officer confirmed Councillors had conveyed the information provided to all Councillors and had also provided them with relevant documents (Last Will and Rylington Park Charter).

Mr David Corker

Mr Corker spoke about a historical proposal concerning the operation of Rylington Park and expressed his view that Eric Farleigh intended the property for agricultural research and education rather than general community projects.

Mr Ronald Tuckett

Question 1
Why was it necessary to place a monetary value on their lease tender as Eric Farleigh wishes stated the property was left to the Shire to facilitate ag training and research?

It compromises his moral and guiding wishes.

Shire Response:
The financial offer was included to assess the commercial sustainability of the lease but was not Council's primary consideration. Local content and community benefit carried a 30% weighting in the assessment, compared with only 10% for the financial offer, reflecting Council's commitment to Eric Farleigh's original intentions, the Rylington Park Charter and stabilising the exposure of community funds.

Question 2
How much revenue would the Shire receive from Rylington Park?

If the funds are going into a reserve for Rylington Park, why pursue a commercial lease rather than a management committee?

Shire Response:
Revenue received would be allocated to reserves for purposes consistent with the Rylington Park Charter, rather than general municipal funds. The CEO noted Council was considering the tender decision.

Question 3
How will the Shire accommodate research that needs to be done on a commercial scale, i.e. “365 pasture trials” that are very relevant as many farms are livestock based?

Shire Response:
Pasture 365 trials are already being undertaken at Rylington Park, and land will continue to be available for agricultural research. The Shire will work with research organisations and the successful tenderer to ensure existing and future trials, including larger-scale projects where practical, continue.

Question 4
How will the Shire ensure shearer training and wool handling courses be conducted at Rylington Park?

Has there been correspondence with AWI or the local accredited trainer to accommodate this?

Shire Response:
The recommended tenderer is committed to supporting shearing schools, and the Shire has previously engaged with Australian Wool Innovation (AWI) regarding future training opportunities. AWI is also aware that Rylington Park's accommodation and ancillary facilities remain available to support shearing schools conducted off-site.

Question 5
Who will conduct or drive the research and trials at Rylington Park as, surely no Councillor or Shire employee has the time to do this?

Will they all fall over because of this?

Shire Response:
The new operating model will free up staff time to liaise with ECU, UWA, CSBP, DPIRD and other organisations to attract additional research and trial sites. Specialist organisations will conduct the research, with the Shire facilitating access to suitable land and facilities.

Question 6
What assurances are in place to ensure tenders carry out their obligations to meet stated local content/local benefit?

Shire Response:
Local content and community benefit accounted for 30% of the tender evaluation, with the successful tenderer demonstrating strong local connections and a commitment to supporting the community.

Relevant commitments will be incorporated into the lease, with key outcomes and KPIs reported annually to the Shire to ensure compliance and accountability.

Mr David Corker

Reading through the details of the tenders for the use of Rylington Park it is evident that the group wishing to maintain the entire property for research and educational purposes, as originally intended by my friend Eric Farleigh, have not indicated an immediate financial return despite current sheep and cropping returns being the best in many years. Obviously, they have costed and considered the funds necessary for their start up programme and are aware of Rylington Park monies currently held.

I'm not sure how a volunteer community driven exercise can be compared to a commercial enterprise for comparative evaluation. I believe the volunteer community driven programme has a great potential to realise, over a period of time, a far greater community benefit than a fixed income from a lease might.

Question 1
Would the Council grant extra time for the group to submit projected income budgets for the next three years to give a true indication of the potential returns and how competitive their offer is expected to be with other tenders in the longer term once their programme is running?

Shire Response:
All tenderers had the opportunity to request an extension of the closing date before tenders closed, however no requests were received.

Under regulation 18(4) and (4a) of the Local Government (Functions and General) Regulations 1996, tenders must be evaluated against the advertised criteria, and while clarification of information already submitted may be requested, this does not extend to allowing a tenderer to materially revise or improve their offer after closing.

Council remains committed to ensuring the long-term sustainability of training, research and education at Rylington Park, consistent with Eric Farleigh's original wishes.

Mr Andrew Ball

Question 1
Why were interests declared in relation to the tender when none had been declared in relation to an earlier decision concerning Rylington Park?

Shire Response:
These declared conflict of interests relates specifically to the tender.

Financial interests could require councillors to leave the meeting, while impartiality interests were declared but did not necessarily prevent participation.

The Chief Executive Officer stated there had not been a requirement for him to declare an interest in relation to occupying Shire housing.

Question 2
Whether an unnamed staff member who was a tenderer had been involved in earlier discussions leading to the proposed operating model?

Shire Response:
No.

Question 3
What was the percentage difference between the recommended tenderer and the next-ranked tenderer?

Shire Response:
A difference of approximately 3% of the qualitative criteria in the evaluation outcome and explained that the assessment used the criteria and weightings approved by Council in February.

Moved: Cr. Inglis Seconded: Cr. Matthews

Council Decision CM 26/11/225

At approximately 5.20pm, Council resolved to extend Public Question Time by a further 15 minutes.

CARRIED 7/0
For: Cr O'Connell, Cr King, Cr Moore, Cr Inglis, Cr Hack, Cr Matthews, Cr Wright
Against: Nil

Mr Turner (Statement)

Mr Turner spoke about his involvement with the former Rylington Park Committee, how they started with nothing, where farmers donated sheep, farmers donated plant, where the Committee applied for grants and were successful. Rylington Park went through hard times but survived due to good volunteers. With the appointment of a new Shire Clerk, the Rylington Park lease was discontinued and all assets worth approximately $1,000,000 ($800,000, all sheep and plant) was transferred to the Shire with the guarantee the Shire would maintain Mr Farleigh's wishes.

Neil Derrick

Question 1
Raised concerns about reported operating losses and asked who prepared the lease tender documentation and its cost?

Shire Response:
The legal practitioners had prepared the documentation at an approximate cost of $15,000.

Ms Carina Wilson

Ms Wilson stated that an FOI matter had been accepted for external review and suggested a correction to the agenda regarding the deregistration date of the former Rylington Park Management Committee Inc. She stated that the correct date was 28 July 2023 rather than 2021.

Question 1
Clarification of wording of item 5.1 concerning Cr Michael Wright's financial interest and whether he was the manager of Rylington Park?

Shire Response:
The wording is clear, it has been misinterpreted by the reader.

Question 2
Asked whether the operating model options considered in November 2025 had been prepared using an AI tool.

Shire Response:
No.

Question 3
Asked why the CEO's declared interest was described as "Shire housing" rather than specifically identifying the Rylington Park homestead.

Shire Response:
The Shire is required to provide staff housing as part of the remuneration package.

Question 4
In a late item presented at an earlier Special Council Meeting item concerning the CEO's occupation of the homestead, no impartiality interest was declared.

Shire Response:
The Presiding Member indicated the matter did not relate to the business of the current Special Council Meeting and has previously been answered.

Question 5
Asked why an application to the Department for Councillors with financial interests to participate had not been explained in the published agenda.

Shire Response:
The application had not been approved because a quorum remained available without the affected Councillors.

The response had only been received after the agenda had been published.

Question 6
The community has not been included in this matter, when has the community been consultation since November 2025 regarding changes to Rylington Park's operating model?

Shire Response:
There were opportunities for community membership to serve on the Rylington Park Committee.

All Council agendas, minutes and attachments are publicly available and that Rylington Park Committee recommendations were presented to Council for consideration.

The Presiding Member closed Public Question Time at approximately 5.35pm.

5. Declarations of Interest

Financial interests arise where a Councillor, or someone closely associated with them, has a financial or business connection with a tender applicant. Councillors declaring these interests are required to leave the meeting and not participate in the discussion or decision without Department of Local Government approval.

Impartiality interests arise where a Councillor has a personal, professional or other connection with a tender applicant that could be perceived as influencing their judgement. These interests must be declared, but do not prevent Councillors from participating in the discussion or voting.

It is a legal requirement designed to ensure transparency, fairness and public confidence in Council's decision-making.

The Shire has seven Councillors, of whom three for item 6.1.1 and two for item 6.1.2 have declared financial interests in the Rylington Park tenders.

The Department of Local Government has advised that the remaining four Councillors constitute a quorum and can legally consider and vote on the tender without the three affected Councillors participating.

5.1 Financial and / or Proximity Interest

Agenda Item 6.1.1 RFT 26/001 Lease of a Portion of Rylington Park Farm

- Shire President, Councillor Helen O'Connell – Financial Interest - Closely Associated Person has quoted for work at a Tender Respondents property. (s5.62(1)(e).
- Councillor Michael Wright – Financial Interest - Employed as Farm Manager, who's company utilises 2 Tender Respondents as sub-contractors. (s5.62(1)(b).
- Councillor David Inglis – Financial Interests:
  - Tender Respondent works as a sub-contractor. (s5.62(1)(b).
  - Closely Associated Person employs a Tender Respondent. (s5.62(1)(b).

Agenda Item 6.1.2 RFT 26/002 Community Cropping Lease on a Portion of Rylington Park Paddocks 20, 21 and 22.

- Shire President, Councillor Helen O'Connell – Financial Interest - Closely Associated Person provided contracted services at a Tender Respondents property. (s5.62(1)(e).
- Councillor John Matthews – Financial Interest – Tender Respondent provides contracted services. (s5.62(1)(b).

5.2 Disclosures of Impartiality Interest that may cause Conflict

Agenda Item 6.1.1 RFT 26/001 Lease of a Portion of Rylington Park Farm

- Shire President, Councillor Helen O'Connell – Impartiality Interest - Shire employee is a Tender Respondent.
- Deputy Shire President, Councillor Darren King – Impartiality Interest
  - Members of Tender Respondents are known.
  - Shire employee is a Tender Respondent.
- Councillor Michael Wright – Impartiality Interest - Members of Tender Respondents are known.
- Councillor David Inglis – Impartiality Interest:
  - Related (not a Closely Associated Person) to a Tender Respondent.
  - Members of Tender Respondents are known.
- Councillor Helen Hack – Impartiality Interest - Members of Tender Respondents are known.
- Councillor Phillip Moore – Impartiality Interest - Members of Tender Respondents are known.
- Councillor John Matthews – Impartiality Interest - Members of Tender Respondents are known.
- Chief Executive Officer Leonard Long – Impartiality Interest – Shire housing.

Agenda Item 6.1.2 RFT 26/002 Community Cropping Lease on a Portion of Rylington Park Paddocks 20, 21 and 22.

- Shire President, Councillor Helen O'Connell – Impartiality Interest - Members of Tender Respondents are known.
- Deputy Shire President, Councillor Darren King – Impartiality Interest – Members of Tender Respondents are known.
- Councillor Michael Wright – Impartiality Interest:
  - Volunteer Member of Tender Respondent.
  - Members of Tender Respondents are known.
- Councillor David Inglis – Impartiality Interest:
  - Volunteer Member of Tender Respondent.
  - Members of Tender Respondents are known.
- Councillor Helen Hack – Impartiality Interest - Members of Tender Respondents are known.
- Councillor Phillip Moore – Impartiality Interest - Members of Tender Respondents are known.
- Councillor John Matthews – Impartiality Interest - Members of Tender Respondents are known.
- Chief Executive Officer Leonard Long – Impartiality Interest – Shire housing.

6. Reports of Officers

6.1 Governance and Community Services

Councillors O'Connell, Inglis and Wright left the Chambers at 5:36pm.
Councillors O'Connell, Inglis and Wright returned to the Chambers at 5:45pm.

Deputy Shire President Cr King assumed the Chair at 5:36pm.

6.1.1 Tender 26/001 - Lease of a Portion of Rylington Park Farm	
File Ref:	Leases/Shire Properties/Rylington Park Farm
Previous Items:	CM 26/02/030 – 26 February 2026 CM 26/04/099 – 30 April 2026
Applicant:	Nil
Author and Title:	Gordon MacMile – Executive Manager Governance and Community Services
Declaration of Interest:	The following Councillors and Staff have declared their conflicts of interest: • Shire President, Councillor Helen O'Connell – Financial and Impartiality. • Deputy Shire President, Councillor Darren King – Impartiality. • Councillor Michael Wright – Financial and Impartiality. • Councillor David Inglis – Financial and Impartiality. • Councillor Helen Hack – Impartiality. • Councillor John Matthews – Impartiality. • Councillor Phillip Moore – Impartiality. • Leonard Long (Chief Executive Officer) – Impartiality (Shire Housing). • Shire employee is a Tender Respondent – Declaration made and registered.
Voting Requirements:	Absolute Majority
Attachment Number:	6.1.1A **CONFIDENTIAL** - 26/001 Tender Assessment Summary Workbook 6.1.1B **CONFIDENTIAL** - 26/001 Tender Assessment Scoring Summary 6.1.1C **CONFIDENTIAL** – Market Rental Valuation (dated 21 May 2026) – 1437 Boyup Brook – Cranbrook Road, Scotts Brook

Moved: Cr. Moore **Seconded: Cr. Matthews**

Council Decision CM 26/11/226

That the Council suspend Standing Orders as per clause 15.6 of the Standing Orders Local Law No. 1 to allow free and open discussion on the matter.

CARRIED 4/0
For: Cr King, Cr Moore, Cr Hack, Cr Matthews
Against: Nil

Moved: Cr. Moore Seconded: Cr. Hack

Council Decision CM 26/11/227

That the Council resume Standing Orders as per clause 15.6 of the Standing Orders Local Law No. 1.

CARRIED 4/0
For: Cr King, Cr Moore, Cr Hack, Cr Matthews
Against: Nil

Moved: Cr. Moore Seconded: Cr. Hack

Council Decision CM 26/11/228

That Council:

1) **Endorses the market valuation date 22 May 2026 from Acumentis (refer CONFIDENTIAL Attachment 6.1.1C) utilised in the tender RFT 26/001 as a true indication of the value of the proposed Rylington Park Farm lease area at the time of the proposed disposition.**

2) **Approves the leasing of a portion (approximately 448ha) of Rylington Park Farm comprised of:**
   - **Lot 2403 On Deposited Plan 125828 being the whole of the land on Certificate of Title Volume 905 Folio 16;**
   - **Lot 12747 On Deposited Plan 169293 being the whole of the land on Certificate of Title Volume 205 Folio 60A;**
   - **Lot 1308 On Deposited Plan 109244 being the whole of the land on Certificate of Title Volume 1052 Folio 928;**
   - **Lot 1307 On Deposited Plan 109243 being the whole of the land on Certificate of Title Volume 1100 Folio 95; and**
   - **Lot 2349 On Deposited Plan 125361 and Lot 6667 On Deposited Plan 82459 being the whole of the land on Certificate of Title Volume 1062 Folio 807.**

   to Tenderer A on the following essential terms:
   a. **An initial term of 3 years;**
   b. **A further term of 3 years by Council endorsement;**
   c. **Annual gross rent at the commencement of the lease being set at $Tendered Price plus GST.**

3) **Authorises the Chief Executive Officer to conclude negotiations with Tenderer A to allow for the preparation of lease documentation.**

4) **Approves the affixation of the Common Seal in the Presence of the Shire President and Chief Executive Officer, each of whom shall sign the lease and any associated documentation to attest the affixation of the common seal.**

CARRIED BY ABSOLUTE MAJORITY 4/0
For: Cr King, Cr Moore, Cr Hack, Cr Matthews
Against: Nil

Summary

Council approved a change to the Rylington Park operating model in February 2026 to balance financial sustainability, legislative compliance and risk mitigation. The newly endorsed operating model separated the farm into three (3) functional areas, two (2) of which would be disposed of public tender to lease.

RFT 26/001 Lease of a Portion of Rylington Park at market value was issued to give effect to that Council decision. A total of five (5) tender submissions were received and following evaluation, two (2) respondents were assessed as preferred with both offering lease considerations above market value.

Tenderer A is recommended to Council for award of the Rylington Park lease.

Background

Rylington Park was gifted to the Shire of Boyup Brook by the late Mr Eric Farleigh in 1985 with the stated wish that the property be used for:

"Benefit of persons within the Shire and for research purposes and that my farming records and other records are kept with my farming property."

Following dissolution of the former incorporated management committee in 2021, the Charter of the Rylington Park Institute for Agricultural Training and Research was adopted, confirming the property is held in trust for community benefit and agricultural training and research.

An MoU with Edith Cowan University (ECU) was signed in October 2021 for a 20-year term to support agricultural research and training.

The Rylington Park Committee resolved (20 November 2025) to continue operating under the existing model pending further investigation and workshop discussions.

Following two workshops to review potential models including the review of financial performance, legislative considerations and industry conditions, the Committee has resolved to recommend a revised model to Council.

Council considered four (4) potential options for Rylington Park Farm (the Farm) and endorsed (CM 26/02/030 – 26 February 2026) a change to the operating model.

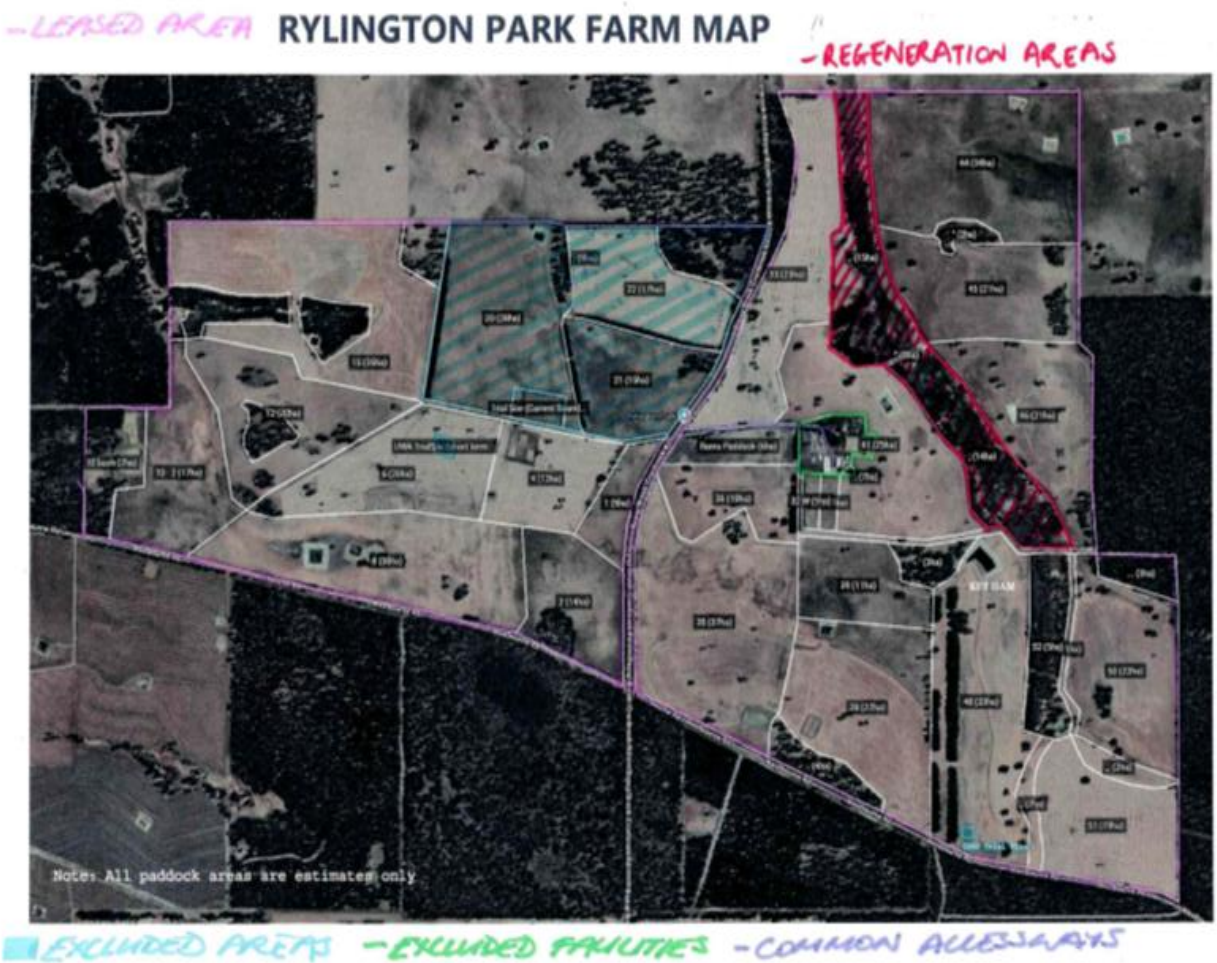
The focus of considerations was that the preferred model would seek to balance financial sustainability, legislative compliance, and risk reduction while preserving the core principles of community benefit and agricultural research that underpin Rylington Park.

The supported and new operational model effectively separated the Farm into three (3) functional areas and dealt with in the following manner:

1. Paddocks 20, 21 and 22 (Approx 53ha) – be made available to lease at a peppercorn rate to a community group for cropping purposes via an expression of interest / tender process. Within this area 10ha be made available for trials.

2. Dwelling house, accommodation units, ablutions, commercial kitchen and training room – be retained for use by the Shire; and

3. Remainder of the Farm – be advertised for lease (at market rates) on the open market under certain specified conditions.



Report Detail

Executing the Council resolution of 26 February 2026 the Request for Tender (RFT) 26/001 - Tender for the lease of a Portion of Rylington Park Farm was advertised publicly on 2 September 2026 in the following manner:

- Statewide newspaper (as required by legislation).
- Shire of Boyup Brook website; and
- Shire of Boyup Brook Facebook.

The proposed lease term advertised was for an initial term of three (3) years, with a potential further term of three (3) years.

The Shire sought tender submissions from suitably experienced, structured and financially capable parties for the lease of a portion of the Farm for the purpose of primary production. Prospective tenderers needed to be able to demonstrate:

(a) relevant agricultural experience and capability.
(b) financial capacity to undertake and sustain farming operations.
(c) structurally sound and effective management / organisational characteristics;
(d) sound land stewardship and farm management practices;
(e) compliance with applicable legislative and biosecurity requirements; and
(f) a commitment to maintaining and enhancing the long-term productivity, condition and value of Rylington Park.

Tenderers were also expected to demonstrate how their proposed operations align with the objectives of The Charter of Rylington Park Institute for Agricultural Training and Research and support the management and strategic purpose of the property.

Mandatory site meetings were held on 15 September and 24 September 2026, with a total of 11 people attending across the 2 dates.

Tender submissions closed at 3.00pm (AWST) on 9 October 2026.

A total of five (5) submissions were received at the time of tender closing and the submitted tenders registered and then checked against the respondent's attendance at the mandatory site briefing.

An Evaluation Panel (the Panel) consisting of three (3) Shire staff members and one (1) independent farming consultant was convened to assess submitted tenders for:

- Compliance and Disclosure Requirements.
- Qualitative Requirements.

  For those Respondents that were compliant, an assessment was then made of each Respondent's response to the qualitative requirements. A rating scale of 0-9 is used to evaluate each response.

In considering the score to be given to a Respondent for each requirement, evaluation panel members considered:

a). Whether the Respondent understands the qualitative requirement.
b). Whether the Respondent has the capability in relation to the qualitative requirement; and
c). The level of confidence that the evaluation panel had that the Respondent will be able to meet each requirement and to the extent.

- Price.

Tender Assessment

Council endorsed (CM 26/04/099 – 30 April 2026) the tender evaluation weighting for any tender process relating to Rylington Park Farm as:

Criterion	Weighting
Local Content / Local Benefit to the Shire of Boyup Brook	30%
Demonstrated Farming Experience and Capacity	20%
Financial Stability and Ability to Perform	20%
Proposed Farm Management and Land Stewardship	15%
Lease Return / Financial Offer	10%
Compliance, Risk and References	5%
Total	100%

The adopted weighting is intended to provide a clear and lawful preference toward tenderers who will deliver direct economic and community benefit to the Shire of Boyup Brook, whilst still ensuring the successful tenderer has the experience, financial capacity and operational ability to properly manage the leased farmland (Extract from February 2026 OCM report).
.
The convened Panel utilised the Council-endorsed criterion and weighting to firstly assess and score each tender submission separately and independently, then meet to combine assessment comments and reach a consensus on scoring.

The convened Panel utilised the guidelines, process and workbook published by the WA State Government Department of Treasury, in all steps within the tender assessment.

Tender Assessment Outcome

The summary of each tender assessment is detailed in:

- CONFIDENTIAL Attachment 6.1.1A - 26/001 Tender Assessment Summary Workbook; and

- CONFIDENTIAL Attachment 6.1.1B - 26/001 Tender Assessment Scoring Summary.

A (de-identified) summary of the tender submission evaluation outcome is detailed below:

	Qualitative Assessment		Evaluation Price		
Respondents	**Ranking**	**Score**	**Ranking**	**Price (incl. GST)**	**Price (ex. GST)**
TENDERER A	1	92.78%	2	**See Confidential Attachment 6.1.1B – Tender Assessment Scoring Summary**	
TENDERER E	2	90.00%	1		
TENDERER D	3	85.01%	3		
TENDERER C	4	65.01%	4		
TENDERER B	5	0.00%	5		

Following the tender assessment process, referees for the top two (2) preferred respondents were contacted, with reference checks included in CONFIDENTIAL Attachment 6.1.1A - 26/001 Tender Assessment Summary Workbook. The Evaluation Panel met following the reference checking process to re-affirm submission comments and scoring, then made a consensus recommendation to the Council via this report.

Tenderer A was the second highest tender price; however, the Respondent's submission was strongest in the Local Content / Local Benefit criterion, most strongly aligned with the Rylington Park Charter and considered by the Evaluation Panel as the most acceptable and advantageous to the local community.

Shire of Boyup Brook Strategic Community Plan 2021 - 2031

	**Key Imperatives**	**Social and Community**
	Outcome	Support a healthy, active, vibrant community.
	Objective	Provide access to community sport and recreation facilities.
	**Key Imperatives**	**Built Environment**
	Outcome	Provide sustainable infrastructure that serves the current and future needs of the community.
	Objective	Construct/redevelop community and sporting facilities in a manner that maximises their life span, capacity and function.
	**Key Imperatives**	**Governance and Organisation**
	Objective	Improve financial sustainability.
	Outcome	Improve short- and long-term financial management planning.

Other Strategic Links

Nil

Statutory Environment

***Local Government Act 1995* - 3.58 Disposing of property**

In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or
(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

I. describing the property concerned; and
II. giving details of the proposed disposition; and
III. inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(a) the names of all other parties concerned; and
(b) the consideration to be received by the local government for the disposition; and
(c) the market value of the disposition —

I. as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
II. as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Sustainability and Risk Consideration

Economic – (Impact on the Economy of the Shire and Region)

The leasing model was endorsed by Council to deliver a more stable and sustainable economic outcome for the Shire and broader region. By transitioning from direct farm operations to a structured lease arrangement, the Shire will benefit from predictable lease income while removing exposure to the operational volatility associated with commodity markets and seasonal conditions.

The preferred model would seek to balance financial sustainability, legislative compliance, and risk reduction while preserving the core principles of community benefit and agricultural research that underpin Rylington Park.

The sale of machinery and livestock will release capital, enabling funds to be quarantined and reinvested into community projects and long-term reserves.

Importantly, the inclusion of a community cropping component (RFT 26/002 – separate report Item 6.1.2 within this Agenda) ensures that local agricultural participation and productive use of the land continue, maintaining economic activity within the district.

Social – (Quality of life to community and / or affected landowners)

From a social perspective, the recommended model continues to support key community outcomes and aligns to the Rylington Park Charter.

The Rylington Park scholarship program will be maintained through lease income, ensuring ongoing support for youth development within the Shire.
Retention of access to the shearing shed for community events preserves important social and industry gatherings, while the community cropping arrangement provides opportunity for local engagement in agricultural activity.

Providing the Rylington Park Farm Ancillary Facilities and Accommodation for booking and hire will also contribute to this outcome.

By reducing the risk of operational losses being subsidised by ratepayers, the model also protects broader community services and rate stability. Collectively, the approach preserves and respects the Farleigh legacy while adapting to contemporary governance and financial realities.

Policy Implications

The following Shire policies have a relationship with the suite of reviewed Local Laws:

- Policy G10 – Disposal of Property.
- Policy G13 – Community Engagement.
- Policy C10 – Letting of Council Properties.

Risk Management Implications

Shire of Boyup Brook's commitment to the identification and management of risks that may impact on the achievement of its business objectives.

Risk Level	Comment
High	The decision regarding the future operational model for Rylington Park represents a significant strategic determination for Council and is therefore assessed as carrying a high-risk level in terms of financial, reputational and governance implications. However, the recommended hybrid leasing model materially reduces the Shire's exposure to market volatility, minimises the likelihood of ratepayer subsidy for farm operations, and addresses operational compliance concerns associated with direct commercial farming activities. As such, while the decision is strategically significant, the recommended approach mitigates many of the ongoing risks identified under the current model.

Consultation

Prior to and following the decision to change operational models at the Farm, the following were consulted:

- Farleigh Family.
- Edith Cowan University.
- Rylington Park Committee.
- AWI.

Community members of the Rylington Park Committee have participated in the briefings regarding this item, after providing Confidentiality and any relevant Conflict of Interest Declarations.

RFT 26/001 Lease of a Portion of Rylington Park Farm was publicly advertised statewide on 2 September 2026, as legislatively required.

Resource Implications

Financial

The transition to a leasing model has incurred certain upfront (advertising, legal, consultancy) and ongoing financial considerations, including costs associated with conducting the on-farm auction, obtaining a property condition report prior to lease commencement, and maintaining retained infrastructure such as the dwelling, accommodation, ablutions and commercial kitchen.

In addition, reserve accounting adjustments will be required to appropriately quarantine sale proceeds and allocate lease income in accordance with Council's resolutions.

Notwithstanding these costs, the overall financial position of Rylington Park is expected to improve through the establishment of steady lease revenue and the removal of exposure to operational losses and market volatility associated with direct farming activities.

An independent market rental valuation from Acumentis on the Rylington Park Farm lease disposal was received by the Shire on 21 May 2026 (refer CONFIDENTIAL Attachment 6.1.1C). The market rental valuation detailed was $125,000 (ex GST) and a rental range of $120,000 to $135,000 (ex GST).

Tenderer A and Tenderer E both provided price considerations above the market rental valuation indicating a good financial outcome from the tender process.

Workforce

- Farm operational roles to cease following transition.
- Administrative oversight required for lease management.

End

Councillors O'Connell and Matthews left the Chambers at 5:48pm. Councillors O'Connell and Matthews returned to the Chambers at 5:50pm.

6.1.2 Tender 26/002 – Community Cropping - Lease of a Portion of Rylington Park Paddocks 20, 21 and 22	
File Ref:	Leases/Shire Properties/Rylington Park Farm
Previous Items:	CM 26/02/030 – 26 February 2026
Applicant:	Nil
Author and Title:	Gordon MacMile – Executive Manager Governance and Community Services
Declaration of Interest:	The following Councillors and Staff have declared their conflicts of interest: • Shire President, Councillor Helen O'Connell – Financial and Impartiality. • Deputy Shire President, Councillor Darren King – Impartiality. • Councillor Michael Wright – Impartiality. • Councillor Helen Hack – Impartiality. • Councillor David Inglis – Impartiality. • Councillor John Matthews – Financial and Impartiality. • Councillor Phillip Moore – Impartiality. • Leonard Long (Chief Executive Officer) – Impartiality (Shire Housing). • Shire employee is a Tender Respondent – Declaration made and registered.
Voting Requirements:	Absolute Majority
Attachment Number:	6.1.2A **CONFIDENTIAL** - 26/001 Tender Assessment Summary Workbook 6.1.2B **CONFIDENTIAL** - 26/001 Tender Assessment Scoring Summary

Moved: Cr. Inglis **Seconded: Cr. Moore**

Council Decision CM 26/11/229

That Council:

1) **Notes the proposed lease offering for RFT 26/002 Community Cropping - Lease of a Portion of Rylington Park Paddocks 20, 21 and 22 is in accordance with Council Decision CM 26/02/030 – 26 February 2026.**

2) **Approves the leasing of a portion (approximately 53ha) of Rylington Park Farm comprised of Paddocks 20, 21 and 22 to Tenderer A on the following essential terms:**
   a. **An initial term of 3 years;**
   b. **A further term of 3 years by Council endorsement;**
   c. **Annual fee at the commencement of the lease being set at $1.00.**

3) **Authorises the Chief Executive Officer to conclude negotiations with Tenderer A to allow for the preparation of lease documentation.**

4) **Approves the affixation of the Common Seal in the Presence of the Shire President and Chief Executive Officer, each of whom shall sign the lease and any associated documentation to attest the affixation of the common seal.**

CARRIED BY ABSOLUTE MAJORITY 5/0
For: Cr King, Cr Moore, Cr Inglis, Cr Hack, Cr Wright
Against: Nil

Summary

Council approved a change to the Rylington Park operating model in February 2026 to balance financial sustainability, legislative compliance and risk mitigation. The newly endorsed operating model separated the farm into three (3) functional areas, two (2) of which would be disposed of public tender to lease.

RFT 26/002 Community Cropping - Lease of a Portion of Rylington Park Paddocks 20, 21 and 22 was issued to give effect to that Council decision.

One (1) submission was received and following evaluation, the respondent was assessed to be suitable with a strong history of community benefit return from community cropping and a lease offering in accordance with the previous Council resolution.

Tenderer A is recommended to Council for award of the Rylington Park lease.

Background

Rylington Park was gifted to the Shire of Boyup Brook by the late Mr Eric Farleigh in 1989 with the stated wish that the property be used for:

“Benefit of persons within the Shire and for research purposes and that my farming records and other records are kept with my farming property.”

Following dissolution of the former incorporated management committee in 2021, the Charter of the Rylington Park Institute for Agricultural Training and Research was adopted, confirming the property is held in trust for community benefit and agricultural training and research. An MoU with Edith Cowan University (ECU) was signed in October 2021 for a 20-year term to support agricultural research and training.

The Rylington Park Committee resolved (20 November 2025) to continue operating under the existing model pending further investigation and workshop discussions. Following two workshops to review potential models including the review of financial performance, legislative considerations and industry conditions, the Committee has resolved to recommend a revised model to Council.

Council considered four (4) potential options for Rylington Park Farm (the Farm) and endorsed (CM 26/02/030 – 26 February 2026) a change to the operating model. The supported and new operational model effectively separated the Farm into three (3) functional areas, to be dealt with in the following manner:

1. Paddocks 20, 21 and 22 (Approx 53ha) – be made available to lease at a peppercorn rate to a community group for cropping purposes via an expression of interest / tender process. Within this area 10ha be made available for trials.

2. Dwelling house, accommodation units, ablutions, commercial kitchen and training room – be retained for use by the Shire; and

3. Remainder of the Farm – be advertised for lease (at market rates) on the open market under certain specified conditions.

Report Detail

Executing the Council resolution of 26 February 2026 the Request for Tender (RFT) 26/002 – Community Cropping Lease of a Portion of Rylington Park Farm (Paddocks 20, 21 and 22) was advertised publicly on 2 September 2026 in the following manner:

- Statewide newspaper (as required by legislation).
- Shire of Boyup Brook website; and
- Shire of Boyup Brook Facebook.

The proposed lease term advertised was for an initial term of three (3) years, with a potential further term of three (3) years.

The Shire sought submissions from suitably experienced and capable Community Groups within Boyup Brook for the lease of a portion of the Property, known as Rylington Park Farm for the purpose of cropping. Prospective tenderers needed to be able to demonstrate:

(a) relevant agricultural experience and capability.
(b) capacity to undertake and sustain farming operations.
(c) sound land stewardship and farm management practices.
(d) compliance with applicable legislative and biosecurity requirements; and
(e) a commitment to maintaining and enhancing the long-term productivity, condition, and value of Rylington Park.

Tenderers were also expected to demonstrate how their proposed operations align with the objectives of The Charter of Rylington Park Institute for Agricultural Training and Research and support the ongoing management and strategic purpose of the Property.

Tender submissions closed at 3.00pm (AWST) on 9 October 2026.

One (1) submission was received at the time of tender closing.

An Evaluation Panel (the Panel) consisting of three (3) Shire staff members was convened to assess submitted tenders for:

- Compliance and Disclosure Requirements.
- Qualitative Requirements.

  For those Respondents that were compliant, an assessment was then made of each Respondent's response to the qualitative requirements. A rating scale of 0-9 is used to evaluate each response.

  In considering the score to be given to a Respondent for each requirement, evaluation panel members considered:
  a). Whether the Respondent understands the qualitative requirement.
  b). Whether the Respondent has the capability in relation to the qualitative requirement; and
  c). The level of confidence that the evaluation panel had that the Respondent will be able to meet each requirement and to the extent.

- Price Offering / Consideration.

Tender Assessment

The criterion and weighting for the Community Cropping lease is detailed below:

Criterion	Weighting
Demonstrated community benefit to Boyup Brook	35%
Capacity and experience to undertake cropping activities	20%
Financial capacity and proposed use of funds	15%
Land management, environmental and biosecurity practices	15%
Local community participation and governance arrangements	10%
Consideration offered to the Shire	5%
Total	100%

The convened Panel utilised the criterion and weighting to firstly assess and score each tender submission separately and independently, then meet to combine assessment comments and reach a consensus on scoring.

Tenderers were required to clearly identify how the proceeds from the cropping activity will be used for community benefit. Examples may include:

a) Funding local community facilities.
b) Supporting local sporting, cultural, youth, seniors, or service groups.
c) Contributing to community events.
d) Supporting projects that improve public places and / or community wellbeing.
e) Providing matched funding for grants.
f) Delivering local projects that would otherwise not proceed.

The convened Panel utilised the guidelines, process and workbook published by the WA State Government Department of Treasury, in all steps within the tender assessment.

Tender Assessment Outcome

The summary of each tender assessment is detailed in

- CONFIDENTIAL Attachment 6.1.2A - 26/002 Tender Assessment Panel Summary Workbook; and
- CONFIDENTIAL Attachment 6.1.2B - 26/002 Tender Assessment Panel Scoring Summary.

A summary of the tender submission evaluation outcome is detailed below:

	Qualitative		Evaluation Price	
Respondents	**Ranking**	**Score**	**Ranking**	**Price**
Tenderer A	1	87.78%	1	$1.00

Tenderer A submitted a strong tender with demonstrated experience in cropping and returning derived income to projects of benefit to the Boyup Brook community.

Submission detailed a strong understanding of farming and land management practices having successfully managed 57ha of community cropping.

Tenderer A's direction of funding achieved from community cropping aligned to the Shire's strategic initiatives and adopted community planning.

Shire of Boyup Brook Strategic Community Plan 2021 - 2031

	Key Imperatives	**Social and Community**
	Outcome	Support a healthy, active, vibrant community.
	Objective	Provide access to community sport and recreation facilities.
	Key Imperatives	**Built Environment**
	Outcome	Provide sustainable infrastructure that serves the current and future needs of the community.
	Objective	Construct/redevelop community and sporting facilities in a manner that maximises their life span, capacity and function.
	Key Imperatives	**Governance and Organisation**
	Objective	Improve financial sustainability.
	Outcome	Improve short- and long-term financial management planning.

Other Strategic Links

Nil

Statutory Environment

3.58 Disposing of property

In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property but does not include money.

Except as stated in this section, a local government can only
dispose of property to —

(c) the highest bidder at public auction; or
(d) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(c) it gives local public notice of the proposed disposition —
IV. describing the property concerned; and
V. giving details of the proposed disposition; and
VI. inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(d) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(d) the names of all other parties concerned; and
(e) the consideration to be received by the local government for the disposition; and
(f) the market value of the disposition —
III. as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
IV. as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Sustainability and Risk Consideration

Economic – (Impact on the Economy of the Shire and Region)

The leasing model is expected to deliver a more stable and sustainable economic outcome for the Shire and broader region. By transitioning from direct farm operations to a structured lease arrangement, the Shire will benefit from predictable lease income while removing exposure to the operational volatility associated with commodity markets and seasonal conditions.

The sale of machinery and livestock will release capital, enabling funds to be quarantined and reinvested into community projects and long-term reserves.

Importantly, the inclusion of a community cropping component ensures that local agricultural participation and productive use of the land continue, maintaining economic activity within the district.

Social – (Quality of life to community and / or affected landowners)

From a social perspective, the recommended model continues to support key community outcomes.

The Rylington Park scholarship program will be maintained through lease income, ensuring ongoing support for youth development within the Shire.

Retention of access to the shearing shed for community events preserves important social and industry gatherings, while the community cropping arrangement provides opportunity for local engagement in agricultural activity.

By reducing the risk of operational losses being subsidised by ratepayers, the model also protects broader community services and rate stability. Collectively, the approach preserves and respects the Farleigh legacy while adapting to contemporary governance and financial realities.

The submitted tender demonstrated previous returns to projects benefitting the Boyup Brook community.

Policy Implications

- Policy G10 – Disposal of Property.
- Policy G13 – Community Engagement.
- Policy C10 – Letting of Council Properties.

Risk Management Implications

Shire of Boyup Brook's commitment to the identification and management of risks that may impact on the achievement of its business objectives.

Risk Level	Comment
High	The decision regarding the future operational model for Rylington Park represents a significant strategic determination for Council and is therefore assessed as carrying a high-risk level in terms of financial, reputational and governance implications. However, the recommended hybrid leasing model materially reduces the Shire's exposure to market volatility, minimises the likelihood of ratepayer subsidy for farm operations, and addresses operational compliance concerns associated with direct commercial farming activities. As such, while the decision is strategically significant, the recommended approach mitigates many of the ongoing risks identified under the current model.

Consultation

Prior to and following the decision to change operational models at the Farm, the following were consulted:

- Farleigh Family.
- Edith Cowan University.
- Rylington Park Committee.
- AWI.

RFT 26/002 Community Cropping - Lease of a Portion of Rylington Park Farm (Paddocks 20, 21 and 22) was publicly advertised statewide on 2 September 2026, as legislatively required.

Resource Implications

Financial

The transition to a leasing model has incurred certain upfront (advertising, legal, consultancy) and ongoing financial considerations, including costs associated with conducting the on-farm auction, obtaining a property condition report prior to lease commencement, and maintaining retained infrastructure such as the dwelling, accommodation, ablutions and commercial kitchen.

In addition, reserve accounting adjustments will be required to appropriately quarantine sale proceeds and allocate lease income in accordance with Council's resolutions.
Notwithstanding these costs, the overall financial position of Rylington Park is expected to improve through the establishment of steady lease revenue and the removal of exposure to operational losses and market volatility associated with direct farming activities.

Workforce

- Farm operational roles to cease following transition.
- Administrative oversight required for lease management.

End

7. Closure

There being no further business the meeting closed at 5:51pm.

_____ _____

Presiding Member Date