



## **MINUTES**

For the Council Meeting held on

Thursday 16 August, 2018

Commencing at 5 p.m.

In the Council Chambers, Ravensthorpe.



## SHIRE OF RAVENSTHORPE

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A handwritten signature in black ink, appearing to be "Darren Kennedy", is written over a horizontal line.

**Darren Kennedy**  
A/Chief Executive Officer

16/8/2018

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**Shire of Ravensthorpe  
Notice of Ordinary Council Meetings**

In accordance with the Local Government Act 1995 and Administration Regulation 12 (I) it, is hereby notified that as from January 2018 to December 2018, Ordinary Council meetings of the Shire of Ravensthorpe will be held as follows:

January 2018	No meetings scheduled	
12 February 2018	Ravensthorpe Council Chambers- Forum	1 pm
<b>15 February 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
12 March 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>15 March 2018</b>	<b>Hopetoun Community Centre</b>	<b>5 pm</b>
16 April 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>19 April 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
14 May 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>17 May 2018</b>	<b>Hopetoun Community Centre</b>	<b>5 pm</b>
18 June 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>21 June 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
16 July 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>19 July 2018</b>	<b>Hopetoun Community Centre</b>	<b>5 pm</b>
13 August 2018	Ravensthorpe Council Chambers – Forum	1pm
<b>16 August 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5pm</b>
17 September 2018	Ravensthorpe Council Chambers – Forum	1pm
<b>20 September 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5pm</b>
15 October 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>18 October 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
12 November 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>15 November 2018</b>	<b>Hopetoun Community Centre</b>	<b>5 pm</b>
17 December 2018	Ravensthorpe Council Chambers- Forum	1 pm
<b>20 December 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>

Ratepayers and residents are welcome to attend the council meetings and participate in the Public Question time session which are held at the beginning of each Council Meeting.

**Darren Kennedy**  
A/Chief Executive Officer

**ORDINARY MEETING OF COUNCIL**  
**HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE**  
**ON 16 AUGUST 2018, COMMENCING AT 5PM**

<b>CONTENTS</b>	<b>PAGE</b>
1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS .....	5
2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE .....	5
3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE .....	5
4. PUBLIC QUESTION TIME .....	5
5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST ...	5
6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS.....	5
7. CONFIRMATION OF MINUTES.....	5
7.1 COUNCIL MEETING – 19 JULY 2018 .....	5
8. SUSPENSION OF STANDING ORDERS.....	6
9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS.....	6
10. REPORTS OF OFFICERS.....	7
10.1 MANAGER OF CORPORATE AND COMMUNITY SERVICES.....	7
10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – JULY 2018.....	7
10.2 MANAGER OF PLANNING AND DEVELOPMENT.....	10
10.3 MANAGER OF ENGINEERING SERVICES .....	11
10.4 CHIEF EXECUTIVE OFFICER .....	12
10.4.1 RAVENSTHORPE HOPETOUN FUTURE FUND DEED .....	12
11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	15
12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING .....	15
12.1 ELECTED MEMBERS .....	15
12.2 OFFICERS .....	15
13. MATTERS BEHIND CLOSED DOORS .....	15
14. CLOSURE OF MEETING – 5.22PM.....	15

**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS****2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE**

MEMBERS: Cr Keith Dunlop (Shire President)  
Cr Kerry Dickinson  
Cr Thomas Major  
Cr Ian Goldfinch  
Cr Peter Smith  
Cr Graham Richardson

STAFF: Darren Kennedy (Acting Chief Executive Officer)  
Helen Coleman (Personal Assistant)

APOLOGIES: Cr Julianne Belli (Deputy Shire President)  
Ian Fitzgerald (Chief Executive Officer)

ON LEAVE OF ABSENCE:

ABSENT:

**3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE****4. PUBLIC QUESTION TIME****5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST****6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS****7. CONFIRMATION OF MINUTES****7.1 COUNCIL MEETING – 19 JULY, 2018**

COUNCIL DECISION

ITEM 7.1

Moved: Cr Dickinson

Seconded: Cr Smith

That the minutes of the meeting of council held on 19 July, 2018 be confirmed as a true and correct record of proceedings.

Carried: 6/0

Res: 98/18

**8. SUSPENSION OF STANDING ORDERS**

**9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS**

UNCONFIRMED

**10. REPORTS OF OFFICERS****10.1 MANAGER OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – JULY 2018****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 7 August, 2018**Author:** Wendy Spaans – Admin/Creditors Officer**Authorising Officer:** Stacey Howard – Senior Finance Officer**Attachments:** 10.1.1.1 Schedule of Payments to 31 July, 2018

10.1.1.2 Credit Card Transactions to 30 June, 2018

**Summary:**

This item presents the schedule of payments for Council approval in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

**Background:**

Period 1/7/2018 – 31/7/2018

**2018/19**

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Payroll	Trust	Total Payments
Jul	1,367	2,442,344	63,539	12,115	201,078	950	2,721,392
Aug							0
Sep							0
Oct							0
Nov							0
Dec							0
Jan							0
Feb							0
Mar							0
Apr							0
May							0
Jun							0
<b>Total</b>	<b>1,367</b>	<b>2,442,344</b>	<b>63,539</b>	<b>12,115</b>	<b>201,078</b>	<b>950</b>	<b>2,721,392</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>2,601,283</b>	<b>317,445</b>	<b>22,028,634</b>

**Comment:**

This schedule of accounts as presented, submitted to each member of the Council, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costing's and the amounts shown have been paid.

**Consultation:**

N/A

**Statutory Obligations:**

Regulation 13 (1) – (3) of the *Local Government (Financial Management) Regulations 1996*

**Policy Implications:**

N/A

**Budget / Financial Implications:**

This item address Council's expenditure from Trust and Municipal funds which have been paid under delegated authority.

**Strategic Implications:**

N/A

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations.
- **Economic:**  
There are no known significant economic considerations.
- **Social:**  
There are no known significant social considerations.



**Voting Requirements:**

Simple majority

COUNCIL DECISION

ITEM 10.1.1

Moved: Cr Smith

Seconded : Cr Richardson

That pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of July 2018, be noted.

Carried: 6/0

Res: 99/18

UNCONFIRMED

**10.2      MANAGER OF PLANNING AND DEVELOPMENT**

Nil

UNCONFIRMED

**10.3      MANAGER OF ENGINEERING SERVICES**

Nil

UNCONFIRMED

## 10.4 CHIEF EXECUTIVE OFFICER

### 10.4.1 RAVENSTHORPE HOPETOUN FUTURE FUND DEED

**File Ref:**

<b>Applicant:</b>	RAVENSTHORPE HOPETOUN FUTURE FUND
<b>Location:</b>	District
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	8 August, 2018
<b>Author:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	10.4.1.1 Draft Deed – amended 10.4.1.2 Ravensthorpe Hopetoun Future Fund minutes 8 August 2018

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**Summary:**

The Board of the Ravensthorpe Hopetoun Future Fund (RHFF) has been investigating amendments to the Deed under which they operate. The changes proposed and recommended by the Board reflect flexibility regarding terms of community members is someone should resign early and also some general word tidy up to better reflect local government.

**Background:**

The RHFF and the Deed have been in place since the establishment of the fund at the demise of BHP and have worked well to service the operations of the Board and support the community.

**Comment:**

The Board has had some concerns as to the stability of its membership in particular in relation to community members. At present there is no flexibility and both community members are appointed at the same time. Should the chairperson and the Shire President or Chief Executive Officer leave at the same time there was some concern as to the corporate knowledge and experience that could be lost at any one time.

The proposed changes, as drafted by McLeods Barristers and Solicitors, help to avoid this situation arising and provides mechanisms for ongoing stability and knowledge. The other

changes involve wording to better reflect local government rather than a private body with the Shire of Ravensthorpe the nominated Trustee.

There is also an inclusion of reimbursement of expenses which brings the Deed into line with Council Policy G18- Reimbursement of Ravensthorpe Hopetoun Future Fund Board Chairman and Members meetings expenses.

The RHFF Board has reviewed the proposed changes and has recommended Council adopt the updated Deed. A copy of the Deed, with the proposed changes marked, is provided with this agenda item.

**Consultation:**

Ravensthorpe Hopetoun Future Fund Board  
McLeod's Barristers and Solicitors

**Statutory Obligations:**

Local Government Act 1995

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Nil. The costs of McLeod's Barristers and Solicitors was met by the RHFF.

**Strategic Implications:**

While the RHFF Board operates external to the Council, it does provide financial assistance to community groups to help provide services and facilities for the community.

**Risk:**

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance and/or loss of corporate knowledge	Rare (1)	Minor (2)	Low (2)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept COUNCIL DECISION

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations.
- **Economic:**  
There are no known significant economic considerations.
- **Social:**  
There are no known significant social considerations.

**Voting Requirements:**

Absolute majority

COUNCIL DECISION	ITEM 10.4.1
Moved: Cr Major	Seconded: Cr Dickinson
That the Council accept the recommendation from the Ravensthorpe Hopetoun Future Fund Board and adopt the proposed changes to the Deed under which the Board operates.	
Carried: 6/0	Res: 100/18

**11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

**12.1 ELECTED MEMBERS**

**12.2 OFFICERS**

**13. MATTERS BEHIND CLOSED DOORS**

**14. CLOSURE OF MEETING – 5.22PM**

These minutes were confirmed at the meeting of the \_\_\_\_\_

Signed: \_\_\_\_\_  
(Presiding Person at the meeting of which the minutes were confirmed.)

Date: \_\_\_\_\_