

## **MINUTES**

Of the Council Meeting held on

Thursday 18 October, 2018

at 5 p.m.

In the Council Chambers, Ravensthorpe.



## SHIRE OF RAVENSTHORPE

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A handwritten signature in blue ink, appearing to read "Ian Fitzgerald", is written over a horizontal line.

**Ian Fitzgerald**  
**Chief Executive Officer**

25/10/2018

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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.**

**Ian Fitzgerald  
Chief Executive Officer**

**ORDINARY MEETING OF COUNCIL**  
**HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE**  
**ON 18 OCTOBER 2018, COMMENCING AT 5PM**

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## **1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

5.00pm – The presiding person, Cr K Dunlop, declared the meeting open.

## **2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE**

MEMBERS: Cr Keith Dunlop (Shire President)  
Cr Julianne Belli (Deputy Shire President)  
Cr Ian Goldfinch  
Cr Thomas Major  
Cr Peter Smith

STAFF: Ian Fitzgerald (Chief Executive Officer)  
Darren Kennedy (Manager of Corporate and Community Services)  
Helen Coleman (Personal Assistant)

APOLOGIES: Nil

ON LEAVE OF ABSENCE:  
Cr Kerry Dickinson  
Cr Graham Richardson

ABSENT: Nil

VISITORS: Dr Danny Burkett WSP

## **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**

Dr Danny Burkett gave a briefing related to agenda item 12.2 from 5.01pm to 5.30pm then left the meeting.

**7. CONFIRMATION OF MINUTES**

**7.1 COUNCIL MEETING – 20 SEPTEMBER, 2018**

<b>COUNCIL DECISION</b>	<b>ITEM 7.1</b>
Moved: Cr Smith	Seconded: Cr Major
That the minutes of the meeting of council held on 20 September 2018 be confirmed as a true and correct record of proceedings.	
Carried: 5/0	Res:120/2018

**8. SUSPENSION OF STANDING ORDERS**

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

## 10. REPORTS OF OFFICERS

### 10.1 MANAGER OF CORPORATE AND COMMUNITY SERVICES

#### 10.1.1 BUSHFIRE MITIGATION ACTIVITY FUND BUDGET AMENDMENT

**File Ref:****Applicant:**

Internal

**Location:**

Ravensthorpe

**Disclosure of Officer Interest:**

None

**Date:**

9 October 2018

**Author:**

Darren Kennedy – Manager Corporate &amp; Community Services.

**Authorising Officer:**

Ian Fitzgerald – Chief Executive Officer

**Attachments:**

2018-19 Bushfire Mitigation Activity Fund (MAF) Funding Agreement.

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**Summary:**

\$228,110 grant received to undertake further bushfire risk treatments in the Shire.

**Background:**

The Shire is one of only a handful of Local Governments that has a Bushfire Risk Management Plan endorsed by the Office of Bushfire Risk Management (OBRM). As a result this has assisted the Shire with access to the new Mitigation Activity Fund (MAF) that is being provided by the government and administered by the Rural Fire Division.

**Comment:**

The Shire has now been received over \$300,000 in MAF funding in the last two financial years with \$79,600 received last year.

This years proposed treatments are outlined in the attached Funding Agreement.

**Consultation:**

Nil

**Statutory Obligations:**

*Local Government Act 1995* – Section 6.8 Expenditure from municipal fund not included in the annual budget.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Description		Budget Figure	Amended Figure	Variation
Income Relating to Fire Prevention	05102	(\$179,390)	(\$407,500)	(\$228,110)
OEM – Bushfire Mitigation Activity	R523	Nil	\$228,110	\$228,110
<b>Net Result</b>				<b>\$0</b>

In addition to the above the Shire has provided \$30,000 towards additional treatments in the Shire.

**Strategic Implications:**

Strategic Community Plan – Theme 3: Adequate services and infrastructure

**Risk**

Treatments proposed have been prioritised in the Shire of Ravensthorpe Bushfire Risk Management Plan 2017 - 2022

**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

<b>COUNCIL DECISION</b>				<b>ITEM</b>
Moved: Cr Belli		Seconded: Cr Smith		10.1.1
That Council amends the 2018/19 Municipal budget as follows:				
<b>Description</b>		<b>Budget Figure</b>	<b>Amended Figure</b>	<b>Variation</b>
Income Relating to Fire Prevention	05102	(\$179,390)	(\$407,500)	(\$228,110)
OEM – Bushfire Mitigation Activity	R523	Nil	\$228,110	\$228,110
<b>Net Result</b>				<b>\$0</b>
Carried: 5/0			Res:121/2018	

**10.1.2 SCHEDULE OF ACCOUNT PAYMENTS – SEPTEMBER 2018****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 10 October, 2018**Author:** Wendy Spaans – Admin/Creditors Officer**Authorising Officer:** Stacey Howard – Senior Finance Officer**Attachments:** 10.1.2.1 Schedule of Payments to 30 September 2018

10.1.2.2 Credit Card Transactions to 30 September 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 – 30/9/2018

2018/19							
Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	1,367	2,442,344	90,290	12,115	950	2,547,065	174,327
Aug	37,082	2,032,888	225,672	5,618	688	2,301,948	212,428
Sep	10,479	887,060	53,711	5,559	2,617	959,426	173,926
Oct							
Nov							
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
<b>Total</b>	<b>48,928</b>	<b>5,362,291</b>	<b>369,673</b>	<b>23,292</b>	<b>4,255</b>	<b>5,808,439</b>	<b>560,681</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>317,445</b>	<b>19,427,350</b>	<b>2,601,283</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 10.1.2

Moved: Cr Major

Seconded: Cr Belli

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

Carried: 5/0

Res:122/2018

**10.1.3 MONTHLY FINANCIAL REPORT – 30 SEPTEMBER 2018**

<b>File Ref:</b>	
<b>Applicant:</b>	Internal
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	10 October 2018
<b>Author:</b>	Darren Kennedy Manager Corporate & Community Services
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	10.1.3.1– Monthly Financial Report September 2018

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**Summary:**

In accordance with the *Local Government Financial Management Regulations (1996)*, Regulation 34, a local government is to prepare a monthly Statement of Financial Activity for approval by Council.

**Background:**

Council is requested to review the September 2018 Monthly Financial Report.

**Comment:**

The September 2018 Monthly Financial Report is presented for review.

**Consultation:**

Chief Executive Officer

**Statutory Obligations:**

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996 apply

**Policy Implications:**

Nil

**Budget / Financial Implications:**

All expenditure has been approved via adoption of the 2017/18 Annual Budget, or resulting from a Council Motion for a budget amendment.

**Strategic Implications:**Strategic Community Plan 2014 – 2024

Theme 4 – Civic Leadership: 4.2 High quality corporate governance, accountability & compliance.

**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	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept COUNCIL DECISION

**Sustainability Implications:**

- **Environmental**  
Not applicable to this specific recurring report
- **Economic**  
Not applicable to this specific recurring report
- **Social**  
Not applicable to this specific recurring report.

**Voting Requirements:**

Simple majority

COUNCIL DECISION	ITEM 10.1.3
Moved: Cr Major	Seconded: Cr Smith
That Council:	
Receive the September 2018 Monthly Financial Report as presented.	
Carried: 5/0	Res:123/2018

**10.1.4 HOPETOUN PRIMARY – RECONCILIATION GARDEN CONTRIBUTION****File Ref:****Applicant:**

Hopetoun Primary School

**Location:**

Hopetoun

**Disclosure of Officer Interest:**

None

**Date:**

11/10/2018

**Author:**

Darren Kennedy – Manager Corporate &amp; Community Services

**Authorising Officer:**

Ian Fitzgerald – Chief Executive Officer

**Attachments:**

Nil

**Summary:**

The Hopetoun Primary School is seeking a small contribution from the Shire to assist with the development of their Reconciliation Garden of Reflection.

**Background:**

To date the communal garden, has been jointly funded by contributions from Galaxy, Esperance Noongar Aboriginal Corporation and the Hopetoun Primary School/ P&C.

A feature grasstree similar to the above has been purchased and should take pride of place in the garden in the coming weeks. Spoil from the Springdale Rd Bridge works has been offered to fill the grasstree feature area.

The school would like to further complement the area by installing a bricked built in gas barbeque. The school is seeking support from the Shire to assist with the purchase of a stainless steel barbeque. They are currently obtaining quotes with initial estimates suggesting \$2,500 would be required for a suitable outdoor model. Bricks and bricklaying will be donated by a local contractor.

**Comment:**

When completed, the garden will provide students and their families an excellent learning and recreational resource.

Contributing to this project is very much in keeping with the vision of “*Growing our Community*”. It will not only improve facilities for existing students but increase the appeal of the primary school for prospective students looking to move to the area.

**Consultation:**

Nil

**Statutory Obligations:**

*Local Government Act 1995* – Section 6.8 Expenditure from municipal fund not included in annual budget

**Policy Implications:**

G5 Community Development Fund – Request would meet the requirements of CDF albeit falling outside the normal annual timing.

**Budget / Financial Implications:**

Council allocated \$30K to the 2018/19 CDF fund based on applications received. This is \$10K less than the 1% of rates typically available. The forecast budget is currently in surplus and this additional amount of expenditure can be accommodated.



Description		Budget Figure	Amended Figure	Variation
Community Development Fund	1041190	\$30,000	\$32,500	\$2,500
<b>Net Result</b>				(\$2,500)
<b>Amended 2018/19 Budget Estimated Surplus/(Deficit)</b>				\$60,012

**Strategic Implications:**

Strategic Community Plan: Theme 1: A healthy, strong and connected community that is actively engaged and involved;

Outcome 1.1: Connected families

Outcome 1.3: Community engagement

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations.
- **Economic:**  
There are no known significant economic considerations.
- **Social:**  
The communal garden is expected to have positive social and educational implications.

**Voting Requirements:**

Simple majority

Description		Budget Figure	Amended Figure	Variation
Community Development Fund	1041190	\$30,000	\$32,500	\$2,500
<b>Net Result</b>				(\$2,500)
<b>Amended 2018/19 Budget Estimated Surplus/(Deficit)</b>				\$60,012

COUNCIL DECISION

ITEM 10.1.4

Moved: Cr Smith

Seconded: Cr Major

That Council;

1. Support the Hopetoun Primary School – Reconciliation Garden of Reflection by making a contribution of \$2,500; and
2. Amends 2018/19 budget as follows:

Description		Budget Figure	Amended Figure	Variation
Community Development Fund	1041190	\$30,000	\$32,500	\$2,500
<b>Net Result</b>				(\$2,500)
<b>Amended 2018/19 Budget Estimated Surplus/(Deficit)</b>				\$60,012

Defeated: 2/3

Res:124/2018

**10.2 MANAGER OF PLANNING AND DEVELOPMENT**

Nil

**10.3 ACTING MANAGER OF ENGINEERING SERVICES**

Nil

**10.4 CHIEF EXECUTIVE OFFICER****10.4.1 AMENDMENT TO TOWN PLANNING DELEGATION**

<b>File Ref:</b>	NA
<b>Applicant:</b>	Internal
<b>Location:</b>	Shire of Ravensthorpe
<b>Date:</b>	17 September 2018
<b>Author:</b>	Richard Hindley – Manager Strategic Planning & Land Projects
<b>Authorising Officer:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Attachments:</b>	Nil

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**Summary:**

For Council to consider amendments to the existing Town Planning delegations to the Chief Executive Officer.

**Recommendation:**

That Council amend Delegation 51 – Town Planning in the 2018 Delegation Register by:

1. Replacing Section 8 a) with 'All applications with a value greater than \$5 million', and
2. Deleting Section 8 c) and renumbering the section accordingly

**Background:**

To assist in the effective administration of the Shire, Council has granted various delegations. Delegations made under the Local Government Act can only be made to the Chief Executive Officer or Council Committees. Where appropriate, the Chief Executive Officer delegates to other officers.

Delegations under other legislation are made directly to the officer concerned. Council last reviewed delegations in April 2018.

The Chief Executive Officer exercises the delegated authority in accordance with the Delegated Authority Register and Council policies.

**Officers Comment:**

Under Clause 83(1) Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council can only delegate to the Chief Executive Officer, the Chief Executive Officer can on delegate to another employee however as the planning services are contracted out to the Shire of Esperance the duties and powers of the Scheme cannot be on delegated.

It is proposed to amend the delegation by increasing the dollar threshold where applications are required to be referred to Council for determination. The proposal presented is to increase the threshold value from \$1 million to \$5 million.

A further variation is proposed to delete the reference to 800m<sup>2</sup> of floor area. This it proposed to be removed as the dollar value of the development is a more accurate and easier to administer marker by which to determine if a delegation is given.

**Consultation:**

N/A

**Statutory Obligations:**

Local Planning Scheme No. 6

*Planning and Development (Local Planning Schemes) Regulations 2015*

**Policy Implications:**

None

**Budget / Financial Implications:**

None for Council

**Strategic Implications:**

The proposal is to do with the following theme of the Strategic Community Plan:

Theme 1:

A healthy, strong and connected community that is actively engaged and involved;

Outcome 1.2 "Vibrant & attractive townsite".

**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 Goldfinch

Seconded: Cr Smith

That this item be withdrawn from the agenda.

Carried: 5/0

Res: 125/2018

**10.4.2 BIENNIAL COMMUNITY SURVEY****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 10<sup>th</sup> October 2018**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** Community Survey Report

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**Summary:**

Council has a policy that a community satisfaction survey is conducted every 2 years.

A survey has recently been completed and the analysis report is provided for Council's information.

**Background:**

The previous survey was conducted in 2016 as a part of the review of the Strategic Community Plan.

**Comment:**

The survey was designed to gather information on the community's satisfaction in relation to the services delivered and applicability of the infrastructure managed by the Shire of Ravensthorpe. Additional questions were added in terms of emerging trends and forecast areas of importance over the coming years. The questions were circulated to all Councillors prior to the survey being released with no feedback received.

The 2018 survey was conducted by Catalyse on behalf of the shire and the resultant MARKYT Benchmark Matrix illustrates how the community rates performance on individual measures and provides comparison with other councils – as detailed in the attached report.

The report includes comments made by respondents on specific questions with questions at the end of the survey that allowed for general comment and/or suggestion.

Overall the score received as a place to live was 67 out of 100, lower than the industry standard and the score as a governing organisation was also below the industry standard at 48 out of 100.

The 6 key priorities identified were:

- a) Maintenance of unsealed roads
- b) Tourism development and promotion
- c) Economic development
- d) Management of coastal and foreshore areas
- e) Value for money from rates
- f) Conservation and environmental management.

With council due to commence the complete review of their Strategic Community Plan the results of the survey will help inform that process and give guidance on community expectations.

**Consultation:**

The survey was able to be completed in paper form or on an online platform with all households including non-resident owners given the opportunity to respond. It is somewhat disappointing that only 159 surveys were completed.

**Statutory Obligations:**

Nil. The community survey is a local policy not required by statute. The development of a Strategic Community Plan as a result of community surveys and forums is a requirement of the Local Government Act 1995.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

The Shire commissioned Catalyse to conduct the community survey with allowance made in the 2018/19 budget.

**Strategic Implications:**

G 11 Community Needs/Customer Satisfaction Survey

Policy:

A Community Needs/Customer Satisfaction Survey is to be undertaken on a biennial basis.

**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 10.4.2**

Moved: Cr Goldfinch

Seconded: Cr Smith

That Council;

1. Receive the 2018 Community Survey Report.
2. Obtain quotes from appropriately qualified consultants to work with Council and the community to begin developing a Strategic Community Plan using the 2018 community survey report as an informing document.

Carried: 5/0

Res: 126/2018



**10.4.3 RAVENSTHORPE REGIONAL ARTS COUNCIL - FUNDING****File Ref:**

<b>Applicant:</b>	Ravensthorpe Regional Arts Council
<b>Location:</b>	District
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	11/10/2018
<b>Author:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Authorising Officer:</b>	NA
<b>Attachments:</b>	Nil

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**Summary:**

Council currently has an agreement with the Ravensthorpe Regional Arts Council (RRAC) to provide funding is \$20,000 per annum with 2018/2019 being the third and final year of the current agreement.

The RRAC has been invited to apply for a 'Raise the Roof' grant on the 2019/2020 year. To enable the grant to be lodged a letter of support from Council, as a major source of funding, is required.

This item recommends that Council agree to continue the current funding arrangement in 2019/2020 and provide the letter of support required to go with the RRAC grant application.

**Background:**

Council has supported the RRAC for many years with the funding helping to leverage other funding to provide a range of activities, events and shows for the community to enjoy.

**Comment:**

The RRAC has recently celebrated 30 years but in fact have been in operation for closer to 35 years. Over that period many varied events and activities have been presented and the delivery of 100 shows is a great achievement.

The RRAC has been able to leverage funding from other agencies including Country Arts WA and Lotterywest together with support from local groups.

The 'Raise the Roof' grant pool is only open to those invited to apply with the RRAC recently receiving an invitation to apply.

I have requested further information on the grant and what could be delivered is successful but the information has not been received to date. (A letter with more information was presented to the meeting.)

With grant applications closing before the end of October the matter has been listed for the October Council meeting to allow for discussion and/or approval.

**Consultation:**

Ravensthorpe Regional Arts Council.

**Statutory Obligations:**

Local Government Act 1995.

**Policy Implications:**

Nil.

**Budget / Financial Implications:**

The request is for 2019/2020 so there is no impact on the current budget.

**Strategic Implications:**

A vibrant and socially connected community – regular cultural events.

Community engagement – a number of activities available.

**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 community expectations	Rare (1)	Minor (2)	Low (2)	Failure to meet expectations	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:**

Simple majority

COUNCIL DECISION	ITEM 10.4.3
Moved: Cr Belli	Seconded: Cr Major
That council agree to provide a grant of \$20,000 to the Ravensthorpe Regional Arts Council in the 2019/20 and 2020/21 financial years and provide a letter of support for the "Raise the Roof" grant applications.	
Carried: 5/0	Res: 127/2018

**10.4.4 OUTBUILDING POLICY – REQUEST FOR TEMPORARY CARAVAN OCCUPANCY****File Ref:**

<b>Applicant:</b>	Clifton (Greg) and Colleen McRae
<b>Location:</b>	District
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	1/10/2018
<b>Author:</b>	Helen Coleman, Personal Assistant
<b>Authorising Officer:</b>	Ian Fitzgerald, Chief Executive Officer
<b>Attachments:</b>	10.4.4.1 Letter of request 10.4.4.2 Supporting documentation

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**Summary:**

Clifton (Greg) and Colleen McRae (The McRae's) have had a building permit issued for the construction of an owner builder kit home in Banksia Road Hopetoun. They seek permission to occupy an on-site caravan during construction.

**Background:**

The McRae's currently live directly opposite the vacant block they have purchased and have a sea-container and established garden on the proposed site for their kit home. The private rental accommodation they are in is for sale and they currently pay substantial rent. They are disappointed that there are others living in caravans within the area (non-compliant) and would like to 'do the right thing' by gaining permission to do so.

**Comment:**

The Shire's outbuilding policy allows for a local government discretionary decision to approve caravan occupancy for up to 3 months, with further consideration via the Minister for Local Government. The McRae's have previously supplied a 'mud map' (attached) of what the site would look like should this proposal be considered favourably

**Consultation:**

Advice has been sought from Town Planner Peter Wilks regarding the McCrae's proposal to live on site and his response is attached.

**Statutory Obligations:**

Caravan Act 2011

**Policy Implications:**

Should Council approve this request it may set a precedent for similar requests. This will have the effect of ensuring a framework of compliance.

**Budget / Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Sustainability Implications:**

- **Environmental:**

The McRae's have agreed to utilise the Shire RV dumping point in Hopetoun for the disposal of human effluent and to maintain the building site in an a manner which will be aesthetically compliant to current Shirepolicies.re 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 10.4.4
Moved: Cr Smith	Seconded: Cr Goldfinch
That council approve on-site caravan occupancy at 253 Banksia Road for 3 months from date of approval.	
Carried: 5/0	Res: 128/2018

**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**

<b>COUNCIL DECISION</b>	<b>ITEM 12.1.1</b>
Moved: Cr Goldfinch	Seconded: Cr Belli
That council accept a late item from a Councillor.	
Carried: 5/0	Res: 129/2018

<b>COUNCIL DECISION</b>	<b>ITEM 12.1.2</b>
Moved: Cr Goldfinch	Seconded: Cr Dunlop
That a policy relating to the use of mobile phones during Council forums and meetings be developed by the administration and presented to Council for their consideration.	
Carried: 3/2	Res: 130/2018

**12.2 OFFICERS**

Agenda item 12.2 commercial in confidence.

**13. MATTERS BEHIND CLOSED DOORS**

<b>COUNCIL DECISION</b>	<b>ITEM 12.2</b>
Moved: Cr Goldfinch	Seconded: Cr Smith
That Council close the meeting to the public to allow discussion on a commercial in confidence matter.	
Carried: 5/0	Res: 131/18

**CLOSURE OF MEETING TO THE PUBLIC – 5.50pm**

## COUNCIL DECISION:

ITEM 12.2

Moved: Cr Goldfinch

Seconded: Cr Smith

That Council award the tender RFT 04/2018 as outlined below:

1. On the basis of the tender assessment report provided, BCP Contractors Pty Ltd be awarded the contract for Hamersley Drive – Culham Inlet Crossing construction for their revised tender amount of \$5,890,127.97 which involves Provisional Items for the rock materials;
2. Clarification of the potential construction risks, some of which are described in the Tender Assessment Report provided to Council, are discussed with BCP Contractors Pty Ltd and agreed appropriate actions are in place before the contract of award is issued and signed.

Carried: 5/0

Res: 132/2018

## COUNCIL DECISION

ITEM 12.2

Moved: Cr Major

Seconded: Cr Belli

That Council re-open the meeting to the public.

Carried: 5/0


Res: 133/18

**MEETING REOPENED TO THE PUBLIC – 6.00pm**

As there were no public present the Presiding Officer did not read the Council resolution out.

**14. CLOSURE OF MEETING – 6.11pm**

These minutes were confirmed at the meeting of the 15 November 2018

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

Date: 15 November 2018