



## **MINUTES**

for the Council Meeting held on

Monday 21<sup>st</sup> June, 2010

Commencing at 5 p.m.

in the Council Chambers, Ravensthorpe

**ORDINARY MEETING OF COUNCIL  
HELD IN THE RAVENSTHORPE COUNCIL CHAMBERS  
ON 21<sup>st</sup> June, 2010 COMMENCING AT 5PM**

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

*5.00pm – The Presiding Person, Cr Dunlop, opened the meeting.*

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

MEMBERS: Cr Keith Dunlop (Deputy Shire President)  
Cr Don Lansdown  
Cr Jan Field  
Cr Brenda Tilbrook  
Cr Julianne Townsend  
Cr Damien Van De Velde

STAFF: Pascoe Durtanovich (Chief Executive Officer)  
Kobus Nieuwoudt (Manager Planning & Development)  
Patrick Steinbacher (Consulting Engineer)  
Evelyn Arnold (Manager Finance & Administration)  
Kelsey Butler (Executive Secretary)

APOLOGIES: Cr Ian Goldfinch

ON LEAVE OF ABSENCE:  
Nil

ABSENT:  
Nil

VISITORS:  
Terry Stark and Chris Rainsford from Galaxy Resources attended the meeting and gave Councillors an update on the progress of the Lithium mine

**3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

**4. PUBLIC QUESTION TIME****4.1 Munglinup Community Group and Tennis Club – Re- Grant Application**

Representatives spoke on behalf of the groups, reinforcing the need to resurface the Munglinup tennis courts.

**4.2 Mrs Karen Campbell – Re – Item 10.4.5**

Questioned the rationale for three representatives attending the Coast To Coast 2010 conference.

The Chief Executive Officer explained that the officer/councillors are council's representatives on the South Coast Management Group and the purpose of attending the conference is to gain knowledge on and inspect coastal management initiatives.

*5.17pm - There being no further speakers public question time concluded*

**5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST**

Disclosures of Interest

Mr Nieuwoudt	10.2.2	financial
Mr Nieuwoudt	10.4.7	financial
Mrs Arnold	10.4.7	financial
Mr Durtanovich	10.4.7	financial
Miss Butler	10.4.7	financial
Cr Van De Velde	10.4.9	impartiality
Cr Townsend	10.4.9	impartiality

**6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS**

Nil

**7. CONFIRMATION OF MINUTES**

**7.1 ORDINARY COUNCIL MEETING – 20<sup>th</sup> May 2010**

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 7.1
MOVED: CR TILBROOK	SECONDED: CR FIELD
That the minutes of the Ordinary Meeting of Council held on the 20 <sup>th</sup> May 2010 be confirmed as a true and correct record or proceedings.	
CARRIED 6/0	Res: 421/10

**8. SUSPENSION OF STANDING ORDERS**

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 8
MOVED: CR FIELD	SECONDED: CR TILBROOK
That all Standing Orders be suspended for the remainder of the agenda items to enable detailed discussion, Councillor's questions and briefing by staff on the agenda items in accordance with Council's policy that the meeting on the third Monday of each month is a briefing/discussion meeting only and no decisions will be made on agenda items at this meeting. Decisions on the agenda items listed will be made at the meeting on the third Thursday of the month.	
CARRIED 6/0	Res: 422/10

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

Nil

**10. REPORTS OF OFFICERS**

**10.1 Manager - Finance and Administration****10.1.1 FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31<sup>st</sup> MAY 2010**

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<b>File Ref:</b>	
<b>Applicant:</b>	Not applicable
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	15 <sup>th</sup> June 2010
<b>Author:</b>	Evelyn Arnold – Manager Finance & Administration
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Yes – Financial Statements

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**Summary:**

The attached financial statements provide details of the Council's financial activities for the period ending 31<sup>st</sup> May 2010.

**Background:**

Nil

**Comment:**

Nil

**Consultation:**

Not Applicable

**Statutory Obligations:**

Section 6.10 of the Local Government Act 1995 (as amended) makes provision for Regulations to be established for the general financial management of the local government.

Regulation 35 of the Local Government (Financial Management) Regulations 1996 requires monthly financial reports to be prepared in a prescribed manner.

**Policy Implications:**

There are no policy implications.

**Budget / Financial Implications:**

Details as per attached reports.

**Strategic Implications:**

Nil

**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.

**OFFICER RECOMMENDATION**

ITEM 10.1.1

That pursuant to section 6.10 of the Local Government Act 1995 (as amended) and Regulation 35 of the Local Government (Financial Management) Regulations 1996, the Financial Reports for the periods ended 31<sup>st</sup> May 2010 be accepted.

*Discussion***10.1.2 ACCOUNTS FOR PAYMENT – MONTH ENDING 31<sup>st</sup> May 2010****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 15<sup>th</sup> June 2010**Author:** Evelyn Arnold – Manager Finance & Administration**Authorising Officer:** Not applicable**Attachments:** Yes – List of Accounts**Summary:**

The lists of accounts paid during the months ending 31<sup>st</sup> May 2010 are attached for Council's information.

**Background:**

Nil

**Comment:**

Nil

**Consultation:**

Not applicable

**Statutory Obligations:**

Section 6.10 of the Local Government Act 1995 (as amended) makes provision for Regulations to be established for the general financial management of the local government. The following Local Government (Financial Management) Regulations 1996 are addressed in the following list of accounts:

Regulation 13 (2) requires list of accounts paid by authority during the month to be compiled showing:

- a) the payee's name;
- b) the amount of the payment;
- c) the date of the payment;

d) sufficient information to identify the transaction.

Regulation 13 (3) requires the list referred to in (2) to be-

a) presented at the next ordinary meeting of council following the preparation of the list; and recorded in the minutes of the meeting at which it was presented.

**Policy Implications:**

There are no policy implications.

**Budget / Financial Implications:**

Details as per report attached.

**Strategic Implications:**

Nil.

**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.

<b>OFFICER RECOMMENDATION</b>	<b>ITEM 10.1.2</b>
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of May 2010, be noted.	

*Nil*

**10.1.3 REFUND MUNGLINUP COLLOCATION BUILDING FEE**

<b>File Ref:</b>	
<b>Applicant:</b>	Munglinup Community Group
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	15 <sup>th</sup> June 2010
<b>Author:</b>	Evelyn Arnold - Manager Finance and Administration
<b>Authorising Officer:</b>	Not applicable
<b>Attachments</b>	None

**Summary**

This report recommends that Council resolve to refund \$1,527.13 to the Munglinup Community Group.

**Background**

Council has been contacted by Mr Wilhelm Wallefeld (Treasurer, Munglinup Community Group) requesting that Council consider refunding the building fee that was paid for the Munglinup Collocation Facility.

The amount paid was made up as follows:

Building Fee	\$1,113.64
B.C.I.T.F	\$ 700.00
BRB	\$ 40.00
Waste Disposal	\$ 413.49
Total	\$2,267.13

**Comment**

Of the building fee paid the B.C.I.T.F and the BRB components are paid to other organisations and therefore would not be refundable (\$740.00). However, the balance of \$1,527.13 is refundable, at Council's discretion.

**Consultation**

Nil

**Statutory Obligations**

Nil

**Policy Implications**

There are no policy implications.

**Budget / Financial Implications**

A decrease in revenue of \$1,527.13.

**Strategic Implications**

Nil

**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



**OFFICER RECOMMENDATION****ITEM 10.1.3**

That Council refund the building license fee of \$1113.64 and waste disposal fee of \$413.49 paid by the Munglinup Community Group.

*Discussion*

**10.2 Manager of Planning and Development**
**10.2.1 DRAFT LOCAL PLANNING POLICY NO. TP 19 - CONTROL OF  
ADVERTISING STRUCTURES AND SIGNS**

<b>File Ref:</b>	14.4.5
<b>Applicant:</b>	N/A
<b>Location:</b>	N/A
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	10 June 2010
<b>Author:</b>	Kobus Nieuwoudt – Manager of Planning & Development Services
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Draft Local Planning Policy No. TP 19

**Summary:**

Council is asked to consider draft Local Planning Policy No. TP 19 – Control of Advertising Structures and Signs for the purpose of advertising for public comment under clause 2.4.1 of *Shire of Ravensthorpe Town Planning Scheme No.5*.

**Background:**

There has been a lack of policy guidance for controlling signage within the entire Shire. In order to ensure proper and orderly planning and to preserve amenity, particularly from a visual perspective, a draft policy (Local Planning Policy No. TP19 – Control of Advertising Structures and Signs) has been prepared for Council's consideration.

The objectives of the draft policy are as follows:

1. Preserve the heritage and landscape values and qualities of the Shire of Ravensthorpe;
2. Provide relevant information at appropriate locations to guide visitors to businesses and properties;
3. Coordinate the style of signage through the use of components and features to achieve a strong distinct identity;
4. Establish a standard of type-approved signs to clearly identify businesses;
5. Set down requirements for direction signs and commercial signs;
6. Reduce visual clutter, driver confusion, landscape detraction and traffic hazards caused by poor and indiscriminate signage;
7. Ensure consistent policy and documentation throughout the Shire;
8. Clearly and simply set out the requirements of the Shire of Ravensthorpe for applicants making an application for outdoor advertising;

9. Decrease the time and potential waste of resources involved in negotiations between applicants and Council; and
10. To decrease bureaucratic procedures, restrictions and constraints.

A copy of the draft Policy is attached.

**Comment:**

The purpose of this policy is to guide the design, materials and siting of advertising structures and signs in the Shire of Ravensthorpe and to provide a clear direction in respect to all sign types.

It is also intended to safeguard visual amenity and enhance traffic safety affected by a range of different signs. The policy also prescribes the standards, location, height, bulk, scale and appearance of advertising signs and structures.

**Consultation:**

The procedures for making or amending a Local Planning Policy are outlined in clause 2.4 of the Scheme. The clause states:

**2.4 Procedures for making or amending a Local Planning Policy**

2.4.1 *If a local government resolves to prepare a Local Planning Policy, the local government -*

(a) *is to publish a notice of the proposed Policy once a week for two consecutive weeks in a local newspaper circulating in the Scheme area, giving details of -*

*(i) where the draft Policy may be inspected;*

*(ii) the subject and nature of the draft Policy; and*

*(iii) in what form and during what period (being not less than 21 days from the day the notice is published)*

2.4.2

*submissions may be made;*

(b) *may publish a notice of the proposed Policy in such other manner and carry out such other consultation as the local government considers appropriate.*

*After the expiry of the period within which submissions may be made, the local government is to -*

2.4.3 (a) *review the proposed Policy in the light of any submissions made; and*

(b) *resolve to adopt the Policy with or without modification, or not to proceed with the Policy.*

*If the local government resolves to adopt the Policy, the local government is to -*

(a) *publish notice of the Policy once in a newspaper circulating in the Scheme Area; and*

*(b) if, in the opinion of the local government, the Policy affects the interests of the Commission, forward a copy of the Policy to the Commission.*

2.4.4 *A Policy has effect on publication of a notice under clause 2.4.3(a).*

2.4.5 *A copy of each Local Planning Policy, as amended from time to time, is to be kept and made available for public inspection during business hours at the offices of the local government.*

2.4.6 *Clauses 2.4.1 to 2.4.5, with any necessary changes, apply to the amendment of a Local Planning Policy.*

Should Council resolve to adopt the draft Policy for advertising, clause 2.4.1 will be undertaken in early July 2010, with the matter returned to Council for consideration of clause 2.4.2 at the August 2010 Ordinary Meeting.

**Statutory Obligations:**

Local Planning Policies are provided for in Part 2 of Council's Town Planning Scheme No.5. Clause 2.2 states that Council may prepare a Local Planning Policy in respect to any matter relating to the planning and development of the Scheme Area. The Policy can apply to a particular use or to particular areas or zones.

Clause 2.3 of the Scheme states:

**2.3 Relationship of Local Planning Policies to Scheme**

2.3.1 *If a provision of a Local Planning Policy is inconsistent with the Scheme, the Scheme prevails.*

2.3.2 *A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.*

*Note: Local Planning Policies are guidelines used to assist the local government in making decisions under the*

*Scheme. Although Local Planning Policies are not part of the Scheme they must be consistent with, and*

*cannot vary, the intent of the Scheme provisions, including the Residential Planning Codes. In*

*considering an*

*application for planning approval, the local government must have due regard to relevant Local Planning Policies as required under clause 10.2.*

The above provisions are reflected in clause 1.1 of the draft Policy.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

There will be approximately \$350 of advertising costs.

**Strategic Implications:**

Nil

**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

<b>OFFICER RECOMMENDATION</b>	<b>ITEM 10.2.1</b>
<p>That Council prepare Local Planning Policy No. TP 19 ‘Control of Advertising Structures and Signs’ for the purpose of advertising for public comment under clause 2.4.1 of Shire of Ravensthorpe Town Planning Scheme No.5.</p>	

*Discussion*

**10.2.2 REQUEST TO AUTHORISE PAYMENT OF INVOICE TO ESPERANCE TOYOTA**

**File Ref:**

**Applicant:** N/A

**Location:** N/A

**Disclosure of Officer Interest:** Yes – Manager Planning and Development

**Date:** 11 June 2010

**Author:** Kobus Nieuwoudt – Manager of Planning & Development Services

**Authorising Officer:** Not applicable

**Attachments:** None

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*5.47pm – Mr Kobus Nieuwoudt declared a Financial Interest on the basis that he is the officer involved. Mr Nieuwoudt left the room and did not participate in the discussion on the item.*

**Summary:**

Council is asked to authorise payment of an invoice received from Esperance Toyota.

**Background:**

Esperance Toyota invoiced the Shire for \$523.85 being the cost of repairs to a car that was on loan to Council's Manager Planning & Development Services on 20<sup>th</sup> January 2010.

Paint was accidentally spilled on the boot mat of the loan car. The amount depicted in the invoice reflects the total cost of replacing the mat.

The car was on loan to Council's Manager Planning & Development Services whilst his company car was undergoing a routine service.

The insurance excess contribution is \$500.00. A copy of the invoice can be made available to Councillors upon request.

**Comment:**

Given the diminutive difference between the insurance excess contribution and the amount in the invoice, it is recommended the full amount be paid to Esperance Toyota without claiming it through Council's insurers.

**Consultation:**

Nil

**Statutory Obligations:**

Nil

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Should Council resolve to authorise payment of the invoice, the amount will be expended through the Planning Department's 'Vehicle Running Expenses' account.

**Strategic Implications:**

Nil

**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

OFFICER RECOMMENDATION

ITEM 10.2.2

That Council authorise payment of \$523.85 to Esperance Toyota for repairs to the vehicle on loan to Council's Manager Planning & Development Services on 20<sup>th</sup> January 2010.

*Discussion**5.52pm- Mr Nieuwoudt returned to the meeting***10.2.3 REQUEST TO WAIVE BUILDING LICENCE APPLICATION FEE AND COUNCIL BEAR COST OF STRUCTURAL ENGINEER'S CERTIFICATE**

<b>File Ref:</b>	RES38727
<b>Applicant:</b>	Ravensthorpe Historical Society
<b>Location:</b>	Lots 125,126 and 727 Morgans Street, Ravensthorpe
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	11 June 2010
<b>Author:</b>	Kobus Nieuwoudt – Manager of Planning & Development Services
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	None

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**Summary:**

Council is asked to consider a request from the Ravensthorpe Historical Society to waive the Building Application fee for the erection of a roofed structure at the Ravensthorpe Museum and Visitor Centre.

Council is also asked whether it is prepared to bear the cost of a Structural Engineer's Certificate for the Plans.

**Background:**

Council has received a building licence application for the erection of a roofed structure at Lots 125, 126 and 727 on Reserve 38727 Morgans Street, Ravensthorpe.

The building licence application fee (including BRB Levy and Waste Disposal Fee), amounts to \$247.27.

The cost for a structural engineer's certificate for the plans is \$1,700.00.

**Comment:**

Nil

**Consultation:**

Nil

**Statutory Obligations:**

Section 6.12 (1) (b) of the Local Government Act 1995 provides the authority for Council to waive or grant concessions in relation to any amount of money.

Council's 'Fees and Charges Schedule' is determined by Council and Council's administration is not in a position to waive, adjust, change or remove any fee or charge adopted by Council.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

The Building Licence Application fee amounts to \$247.27.

The cost of the structural engineer’s certificate is \$1,700.00.

**Strategic Implications:**

Nil

**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

<b>OFFICER RECOMMENDATION</b>	<b>ITEM 10.2.3</b>
That Council advise the Ravensthorpe Historical Society that:	
Council is prepared to waive the building licence fee for the Building Licence Application for a roofed structure at Lots 125, 126 and 727 on Reserve 38727 Morgans Street, Ravensthorpe; and Council authorises expenditure of \$1,700.00 to obtain a structural engineer’s certificate for the proposed roofed structure at the Ravensthorpe Museum and Visitor Centre.	

*Discussion*

**10.2.4 REQUEST FROM RAVENSTHORPE HISTORICAL SOCIETY TO PRESERVE PART OF FAÇADE AT FE DAW & SONS PREMISES**

<b>File Ref:</b>	13.0.0MOR072
<b>Applicant:</b>	Ravensthorpe Historical Society
<b>Location:</b>	Lots 77 – 80 (70 – 76) Morgans Street, Ravensthorpe
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	11 June 2010
<b>Author:</b>	Kobus Nieuwoudt – Manager of Planning & Development Services
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	None

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**Summary:**

Council had received correspondence from the Ravensthorpe Historical Society enquiring as to whether a section of the façade of the FE Daw & Sons at 70-76 Morgans Street, Ravensthorpe can be preserved for heritage purposes as the building is to be demolished in its entirety following the completion of the new development that is currently underway at the site.

**Background:**

Council approved a development proposal for a new shop at the site in circa 2006. The approved plans indicate that all the existing buildings on the site are to be demolished.

The Shire issued a building license earlier this year. Construction of the new building is currently underway.

The location of the section of the façade of the building the Historical Society proposes to preserve will, according to the approved plans, be developed as a carpark intended to service the new development.

The building is listed on the Shire's Municipal Heritage Inventory.

**Comment:**

It is recommended Council instruct the Manager of Planning & Development Services to formally write to the owners asking whether they are willing to entertain a proposal by the Ravensthorpe Historical Society to preserve a section of the façade of the existing shop at the corner of Morgans Street and Carlisle Street.

**Consultation:**

Nil

**Statutory Obligations:**

Nil

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Nil

**Strategic Implications:**

Nil

**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



**OFFICER RECOMMENDATION**

ITEM 10.2.4

That Council instruct the Manager of Planning & Development Services to write to the owners of 70-76 Morgans Street, Ravensthorpe seeking a response to a request from the Ravensthorpe Historical Society that seeks to preserve a section of the façade of the existing shop at the site and that the matter be reported back to Council upon receipt of a response.

*Discussion***10.2.5 HOPETOUN MAINSTREET STRATEGY**

<b>File Ref:</b>	14.4.5.57
<b>Applicant:</b>	N/A
<b>Location:</b>	N/A
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	16 June 2010
<b>Author:</b>	Kobus Nieuwoudt – Manager of Planning & Development Services
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Draft Hopetoun Mainstreet Strategy under separate cover

**Summary:**

Council is asked to adopt the draft Hopetoun Mainstreet Strategy.

**Background:**

The main objective of the project is to create an appealing main street environment for Hopetoun and to create a vision for the future of Hopetoun Town Centre that promotes the sustainable development, redevelopment and potential growth of the town centre in a manner that genuinely considers community views and aspirations.

The elements of the strategy reflect the key issues associated with the town centre, requiring high level consideration of urban design principles, landscaping and civil engineering.

The resultant strategy draws these elements together to provide a holistic direction for the future.

The Shire of Ravensthorpe developed the project through an interim steering group and an interim technical group comprising representatives from the following local stakeholders and individuals:

Interim Steering Group

- The Shire of Ravensthorpe Chief Executive Officer;
- Two nominated Hopetoun Progress Association representatives;
- Two nominated elected members from the Shire of Ravensthorpe;
- Three Community/Business Representatives; and
- The Shire of Ravensthorpe Manager Planning and Development Services

#### Interim Technical Group

- The Shire of Ravensthorpe Consultant Engineer;
- Harriot Mair Landscape Architect;
- The Shire of Ravensthorpe Community Services Officer; and
  
- The Shire of Ravensthorpe Manager Planning and Development Services

The Steering Group was formed in June 2009 and has met regularly since that time.

#### **Comment:**

The Strategy provides a snapshot of the Hopetoun town centre and Veal Street in its current form, the demographic make-up of the community around it, and seeks ways forward in which Veal Street – and the Town Centre in particular – can be enhanced to better serve the needs and desires of the local and wider community into the long term.

The elements of the strategy are derived directly from the Opportunity and Constraints Analysis. That is, it is the intention to build on the strengths and turn them into opportunities. In doing this, it would also likely address many of the actual and perceived weaknesses of the study area.

The document is categorised into 4 Parts. Part 2 provides the context and base planning information relevant to the Town of Hopetoun. Part 3 is a summary of the Opportunities and Constraints Analysis. Part 4 is the Strategy itself, which comprises elements of urban design and on how to market and promote the strategy. The appendices provide the Draft Building Design Guidelines and the Hopetoun Mainstreet Landscape Master Plan.

#### **Consultation:**

The Interim Steering Group met with several individual stakeholders and local community members during the development of the Strategy.

This document draws together the feedback received from several individual stakeholders, the input of the Interim Steering Group, the Interim Technical Group, Harriot Mair Landscape Architect and the ongoing discussions held with numerous stakeholders undertaken by Shire officers.

#### **Statutory Obligations:**

Nil.

#### **Policy Implications:**

Nil.

#### **Budget / Financial Implications:**

The Strategy was developed with funds set aside in Council's 2009/2010 Operating Budget.

#### **Strategic Implications:**

Nil.

#### **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

OFFICER RECOMMENDATION	ITEM 10.2.5
That Council adopt the draft Hopetoun Mainstreet Strategy.	

*Discussion*

*Officer to provide alternate recommendation for public consultation.*

**10.3 Consulting Manager of Engineering Services**

Nil

**10.4 Chief Executive Officer**

**10.4.1 DONATION TO RAVENSTHORPE HOPETOUN BLUE LIGHT DISCO**

**File Ref:**  
**Applicant:** Local Police  
**Location:** Ravensthorpe Police Station  
**Disclosure of Officer Interest:** None  
**Date:** 21<sup>st</sup> June 2010  
**Author:** P Durtanovich, Chief Executive Officer  
**Authorising Officer:** Not applicable  
**Attachments:** None

**Summary:**  
To consider the donation of a carport to house the Blue Light Disco trailer and equipment.

**Background:**  
Local police operate the Blue Light Disco for children in Hopetoun and Ravensthorpe. The equipment is stored at the Ravensthorpe Police Station but there is a lack of undercover facilities for this purpose.

**Comment:**  
With the relocation of the council owned units from Wave Crest Village to Ravensthorpe for conversion to a childcare centre an opportunity exists to use the carports from the units as undercover storage for the Blue Light Disco equipment at the Police Station. The carport material is not required for the childcare facility nor is there a need for it for any other council purpose.

**Consultation:**  
Not applicable.

**Statutory Obligations:**  
Nil

**Policy Implications:**  
Nil

**Budget / Financial Implications:**  
The only cost associated with this donation is the value of council staff labour to erect the carport. It is estimated that this will take two days and cost approximately \$800.00.

**Strategic Implications:**  
Nil.

**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:**  
This is an unbudgeted item therefore an absolute majority is required.

<b>OFFICER RECOMMENDATION</b>	<b>ITEM 10.4.1</b>
<p>That the dismantled carports from the council owned Wave Crest Village units be used to provide undercover storage for the Ravensthorpe/Hopetoun Blue Light Disco trailer and equipment and council donate the services of the Building Maintenance Officer to erect the facility at the Ravensthorpe Police Station.</p>	

**10.4.2 PATHOLOGY COLLECTION SERVICES**

**File Ref:**

**Applicant:** Western Diagnostic Pathology

**Location:** Hopetoun and Ravensthorpe Surgeries

**Disclosure of Officer Interest:** None

**Date:** 10<sup>th</sup> June, 2010

**Author:** Pascoe Durtanovich – Chief Executive Officer

**Authorising Officer:** Not Applicable

**Attachments:** None

**Summary:**

Western Diagnostic Pathology is investigating the possibility of providing a Pathology collection services for both Ravensthorpe and Hopetoun, utilizing the doctors surgery. This report recommends that approval be granted for the use of the surgeries for this purpose.

**Background:**

Nil

**Comment:**

Under the agreement with Dr Lochner council has made both surgeries available for his use, to provide medical services to the community. To this extent Dr Lochner can determine the request from Western Diagnostic Pathology however given that the buildings are owned by the Shire of Ravensthorpe the request is referred to Council. The provision of the services is only being investigated at this point, if it did proceed the service would be available five days per week.

**Consultation:**

The service has been discussed with Dr Lochner and obviously is supported by him.

**Statutory Obligations:**

Nil

**Policy Implications:**

Nil

**Budget / Financial Implications:**

There is no cost to council

**Strategic Implications:**

Nil

**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.

**OFFICER RECOMMENDATION**

ITEM 10.4.2

That approval be granted for the use of the Hopetoun Doctors surgery and the Ravensthorpe surgery, by Western Diagnostic Pathology for the provision of pathology service.

*Discussion*

<b>10.4.3 DOCTORS SURGERY MEDICAL EQUIPMENT</b>
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<b>File Ref:</b>	
<b>Applicant:</b>	Not applicable
<b>Location:</b>	Doctors surgery
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	10 <sup>th</sup> June, 2010
<b>Author:</b>	Pascoe Durtanovich –Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Yes – Quote

**Summary:**

To consider the purchase of medical equipment for Hopetoun and Ravensthorpe surgery

**Background:**

At the meeting on the 22<sup>nd</sup> December, 2009 when considering the purchase of medical equipment, Council resolved as follows:

That

1. *a PENTAX AWS- Video LARYNGOSCOPE and a TRAUMA KIT be purchased at a cost of up to \$10,000.*
2. *the Chief Executive Officer prepare a draft strategy for the ongoing provision and replacement of medical equipment for consideration by Council at the February, 2010 Council Meeting.*

Consideration has been given to a strategy for the ongoing provision and replacement of medical equipment, however at this stage a strategy has not been developed.

One avenue being considered is utilizing income earned from the Hopetoun Ravensthorpe Future Fund, specifically from the commercial/residential complex donated to the fund. Subject to Australian Taxation Office approval for tax deductibility Council may wish to consider requesting the Future Fund Board to allocate a certain amount of funding towards the provision of medical services to the community. Further discussion is required on this initiative. In the meantime there is a need for an Ultra Sound Unit. The availability of such a piece of equipment will reduce the number or referrals to Albany and Perth.

**Comment:**

The unit recommended by Doctor Lochner is as per the attached. Only one Probe is required. The total cost is \$12,010 plus GST.

**Consultation:**

The issue of medical equipment has been discussed with Dr Lochner.

**Statutory Obligations:**

There is no legal requirement for Council to provide medical equipment.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Approximately \$18,000 is available in the current budget for the provision of medical services/equipment.

**Strategic Implications:**

The availability of up to date medical equipment will assist in the provision of an adequate medical service to the community, particular in emergency situations.

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations.
- **Economic:**  
There are no known significant economic considerations.
- **Social:**  
The provision of adequate health services to a relatively isolated community is vital for community sustainability.

**Voting Requirements:**

Simple majority.

OFFICER RECOMMENDATION	ITEM 10.4.3
That a NeuCrystal C40 full digital portable Ultrasound Diagnostic Scanner and Electronic micro-convex probe be purchased at a cost of \$12,010 plus GST.	

*Discussion*

*Chief Executive Officer to provide further information on the need for this equipment.*

**10.4.4 RAVENSTHORPE KINDERGARDEN – DAW STREET, RAVENSTHORPE**

<b>File Ref:</b>	
<b>Applicant:</b>	Not applicable
<b>Location:</b>	Reserve 29730, Lots 564/565
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	12 <sup>th</sup> June, 2010
<b>Author:</b>	Pascoe Durtanovich – Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Yes – Building Inspection Report

**Summary:**

Council is requested to determine the future of the Kindergarden building on Daw Street, Ravensthorpe.

**Background:**

According to Council records the Kindergarden building was constructed in 1969. since the original construction various additions, improvements and renovations have taken place.

As can be seen from the building maintenance Officers report the building is non compliant in a number of areas and is a major liability in its current condition ,

however, despite the condition of the building it is used as a Playgroup facility by up to 15 children one day per week. Council needs to first determine if it should provide a Playgroup facility if the decision is in the affirmative then a decision needs to be made as to a suitable venue, that is, renovate the existing building, construct a new building on the existing site or find a suitable existing building.

**Comment:**

As commented earlier up to 15 children utilize the facility one day per week. The Playgroup Committee has indicated that if a more appropriate facility was available it is likely it would be used more. The committee has undertaken to survey parents to determine more accurately the numbers and usage. In terms for an alternative building the Ravensthorpe School has offered a suitable building but cannot commit to a long term lease, it would however be available for at least one year probably two.

Administration is of the view, taking into account the building inspection report, that the current building should be demolished and subject to the demand for such a facility, on an ongoing basis, being demonstrated by the Playgroup Committee, council assist the committee in obtaining funding for a new, transportable building to be provided on the existing site. For the interim period the Committee be requested to use the building offered by the Education Department.

**Consultation:**

At this point the only consultation undertaken has been with the Playgroup Committee.

**Statutory Obligations:**

Nil

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Detailed costings for the options identified in the report are not available however it is estimated that a new, transportable facility will cost in the vicinity of \$300,000 to \$350,000, and to demolish the existing building \$15,000 to \$25,000.

**Strategic Implications:**

Nil.

**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.

OFFICER RECOMMENDATION	ITEM 10.4.4
That:	
1) the building on Reserve 29730, Daw Street be demolished and \$25,000 be Included in the 2010/2011 budget for this purpose.	
2) the Playgroup Committee be requested to use the building made available by the Education Department as an interim Playgroup centre.	
3) the need for a new Playgroup facility be considered by Council following the provision of further information by the Playgroup Committee, on the present and future need for such a facility.	

*Discussion*

<b>10.4.5 COAST TO COAST 2010 CONFERENCE</b>
--

**File Ref:**

<b>Applicant:</b>	Not applicable
<b>Location:</b>	Adelaide
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	12 <sup>th</sup> June, 2010
<b>Author:</b>	Pascoe Durtanovich – Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Yes – Conference Program

**Summary:**

The 2010 Coast to Coast Conference will be held in the Adelaide Convention Centre on the 20<sup>th</sup> -24<sup>th</sup> September, 2010 inclusive. This report recommends that the Shire of Ravensthorpe be represented at the conference by Councils current South Coast Management Group members, being Cr Don Lansdown, Cr Jan Field and the Chief Executive Officer.

**Background:**

Nil

**Comment:**

Coast to Coast 2010 is a National Coastal Management Conference held every two years. The conference is an opportunity to share knowledge and experience on management, science, policy and governance of coastal areas and is relevant to the Shire of Ravensthorpe given the length of the coastline in the shire and the fact that Council is to undertake a review of the Coastal Management Plan in 2010/2011.

**Consultation:**

Not applicable

**Statutory Obligations:**

Nil

**Policy Implications:**

Policy G3 applies in this instance.

**Budget / Financial Implications:**

The cost for the Councillor delegate is approximately \$4,000 per Councillor. This covers airfares, registration, accommodation etc. Funds are budgeted each year for conference expenses.

The cost of the CEO's attendance will be funded from the professional development allowance included in the officers contract of employment. The CEO will drive to the conference and then continue on annual leave. The cost, including registration, contribution to fuel costs and expenses as for Council policy G3 will be approximately \$2,000.

**Strategic Implications:**

Attendance at the conference will assist achieving actions in the Shire of Ravensthorpe Strategic Plan / Plan for the future. Specifically –

Action Plan No	6.5
Action	104
Action	601
Action Plan No	7.1
Action	A & C

**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.

OFFICER RECOMMENDATION	ITEM 10.4.5
That:	
1) the Shire of Ravensthorpe be represented at the Coast To Coast 2010 National Conference in Adelaide in September,2010 by CR Lansdown, Cr Field and the Chief Executive Officer.	
2) costs associated with the attendance of Cr Lansdown and Cr Field be funded from the Governance conference expenses and costs associated with the CEO's attendance, including a contribution of \$500 to fuel costs, be approved from the CEO's professional development contract of employment allowance.	

*The Chief Executive Officer advised council that he cannot attend the conference due to time constraints.*

**10.4.6 RATES WRITE OFF – 2009 -2010 PROPERTY RATING YEAR**

**File Ref:**  
**Applicant:** Not applicable  
**Location:** Not applicable  
**Disclosure of Officer Interest:** None  
**Date:** 14<sup>th</sup> June 2010  
**Author:** Lorriane Seward  
**Authorising Officer:** Pascoe Durtanovich – Chief Executive Officer  
**Attachments:** None

**Summary**

This report recommends that the council endorses the write off of rates raised in error.

**Background**

A review of procedures surrounding rates and the rates data base has resulted in a number of historical discrepancies being identified.

**Comment**

Rates to be written off resulted from a number of factors including change in property description eg Tenement deaths, mining leases forfeited/expired, and rates raised in error.

**Write Off's.**

Reference	Debtor	Amount	Reason
Property 1508 67A Martin Street Ravensthorpe WA	RC & CR Stone	-\$1278.78	Land Purchased by Landcorp 21/11/08 Rates levied in error

**Consultation**

Not Applicable

**Statutory Obligations**

Local Government Act, 1995

**Policy Implications**

There is no policy implication.

**Budget / Financial Implications**

Details as per attached report, written off revenue from rates will impact on 2009 - 2010 financial year by a revenue reduction of \$1278.78.

**Strategic Implications**

Nil

**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

OFFICER RECOMMENDATION	ITEM 10.4.6
That outstanding rates of \$1278.78 on property 1508, 67A Martin Street, Ravensthorpe, raised in error, be written off.	

*Discussion*

<b>10.4.7 POLICY A16 STAFF MEMBERSHIP OF RAVENSTHORPE GYM AND SWIMMING POOL</b>
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**File Ref:**

**Applicant:** Not applicable

**Location:** Not applicable

**Disclosure of Officer Interest:** None

**Date:** 15<sup>th</sup> June 2010

**Author:** Pascoe Durtanovich – Chief Executive Officer

**Authorising Officer:** Not applicable

**Attachments:** None

*6.20pm- CEO, Manager Finance, Manager Planning and Development and the Executive Secretary declared a financial interest on the basis that they are employees affected.*

*All officers left the room and did not participate in discussion.*

**Summary**

This report recommends that Council adopt policy A16 granting free membership of the Ravensthorpe Gym and Swimming Pool to all permanent full time employees of the Shire of Ravensthorpe.

**Background**

Staff retention strategies are very important to the on going effectiveness of the Shire of Ravensthorpe. The proposed policy reinforces Councils commitment to maintaining a stable work force by offering benefits not available everywhere.

**Comment**

The proposed policy is outlined below:

**A16 STAFF MEMBERSHIP OF THE RAVENSTHORPE GYM AND SWMMING POOL****Policy** Policy Definitions

“Gym” is defined as gymnasium equipment supplied at the Ravensthorpe Entertainment Centre.

“Community Pool” is defined as the swimming pool facility located on the Hopetoun-Ravensthorpe Road.

“Employees” are defined as full time permanent employees of the Shire of Ravensthorpe who have completed their probationary period.

All Shire employees will have the opportunity, upon request, to have free annual membership to the Gym. In addition, subject to completing the necessary safety training, all Shire of Ravensthorpe employees will be eligible, on request, to membership of the Ravensthorpe Community Swimming Pool free of charge.

**Consultation**

Nil

**Statutory Obligations**

Nil

**Policy Implications**

There are no policy implications.

**Budget / Financial Implications**

These changes will have a minor impact on Council revenue – annual gym membership is currently \$192.50 and family membership of the swimming pool is currently \$88 per year.

**Strategic Implications**

Nil

**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

**OFFICER RECOMMENDATION**

**ITEM 10.4.7**

**That the following policy be adopted:**

**A16 STAFF MEMBERSHIP OF THE RAVENSTHORPE GYM AND SWMMING POOL**

**Policy**

*Policy Definitions*

“Gym” is defined as gymnasium equipment supplied at the Ravensthorpe Entertainment Centre.

“Community Pool” is defined as the swimming pool facility located on the Hopetoun-Ravensthorpe Road.

“Employees” are defined as full time permanent employees of the Shire of Ravensthorpe who have completed their probationary period.

All Shire employees will have the opportunity, upon request, to have free annual membership to the Gym. In addition, subject to completing the necessary safety training, all Shire of Ravensthorpe employees will be eligible, on request, to membership of the Ravensthorpe Community Swimming Pool free of charge.

*6.24pm- CEO, Manager Finance, Manger Planning and Development and the Executive Secretary returned to the meeting.*

<b>10.4.8 POSITION OF DEPUTY CHIEF EXECUTIVE OFFICER</b>
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<b>File Ref:</b>	Personal File
<b>Applicant:</b>	Not applicable
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	12 <sup>th</sup> June 2010
<b>Author:</b>	Pascoe Durtanovich – Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	None

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**Summary:**

Council is requested to approve the additional position of Deputy Chief Executive Officer.

**Background:**

The creation of the position of Deputy Chief Executive Officer has been discussed on previous occasions. In the 2009/2010 budget funds were allowed for the employment of consultants to assist in a number of administration tasks. Funding for consultants was recommended rather than the creation of a full time position

because there was some uncertainty as to how the local government reform issue would be determined, in respect to Ravensthorpe's future as a independent local government.

Given council has now determined not to amalgamate with other local governments, permanent staffing arrangements need to be addressed.

**Comment:**

Consideration will be given to further amendments to the administration staffing structure through the budget process. Approval for the position of D.C.E.O is requested now to that advertising to fill the position can commence sooner than later.

A Position Description including the duty statement and contract of employment for the position has been provided to Councillors under separate cover.

**Consultation:**

Not applicable

**Statutory Obligations:**

The position will be a "Senior" position under the Local Government Act, 1995 therefore the following requirements have to be adhered to.

**5.37 Senior Employees**

- 1) A local government may designate employees or persons belonging to a class of employees to be senior employees.
- 2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39

(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

- 3) Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- 4A) Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- 4) For the avoidance of doubt, subsection (3) does not impose a requirement to advertise a position where a contract referred to in section 5.39 is renewed.

### **5.38. Annual review of certain employees' performances**

The performance of each employee who employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

### **5.39. Contracts for CEO and senior employees**

- 1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.
  - 1a) Despite subsection (1) –
    - (a) an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and
    - (b) a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.
- 2) A contract under this section -
  - (a) in the case of an action or temporary position, cannot be for a term exceeding one year;
  - (b) in every other case, cannot be for a term exceeding 5 years.

#### **Policy Implications:**

Policy G9 refers and will have to be amended to reflect a "Senior" employee, if an appointment is made.

#### **Budget / Financial Implications:**

The employment package is \$115,000 to \$135,000 and would be budgeted for as part of the annual administration budget.



**Strategic Implications:**

The Shire of Ravensthorpe Strategic Plan / Plan for the Future – Action Plan No 3.2 and 3.3 refers to the review of the resources to improve delivery of services and strategic plan implementation.

**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:**

Although the position would not be filled and expenditure incurred until the 2010/2011 budget, it is a commitment to expenditure therefore technically a absolute majority is required.

OFFICER RECOMMENDATION	ITEM 10.4.8
That	
1) the management structure for the local government of the Shire of Ravensthorpe be amended to include the position of Deputy Chief Executive Officer.	
2) the position of Deputy Chief Executive Officer be designated a “Senior” employee for the purpose of section 5.37 of the Local Government Act, 1995	
3) the remuneration package applicable to the position of Deputy Chief Executive Officer be set at up to \$135,000 with a cash component of up to \$100,000.	

*Nil*

**10.4.9 RAVENSTHORPE ENTERTAINMENT CENTRE MANAGEMENT COMMITTEE MEETING**

**File Ref:**

**Applicant:** Not applicable

**Location:** Not applicable

**Disclosure of Officer Interest:** None

**Date:** 16<sup>th</sup> June 2010

**Author:** Angela Jess – Community Services Officer

**Authorising Officer:** Pascoe Durtanovich –Chief Executive Officer

**Attachments:** None

*Cr Townsend and Cr Van De Velde declared an impartiality interest.*

**Summary:**

Consideration of recommendations from the Ravensthorpe Entertainment Centre Management Committee Meetings held on the:

- 5<sup>th</sup> May, 2010; and
- 2<sup>nd</sup> June, 2010

**Background:**

the Ravensthorpe Entertainment Centre Management Committee Incorporated (RECMC) is not a Committee of Council, and has no decision making authority. The RECMC is governed by its constitution and a management Agreement signed by both parties on the 4<sup>th</sup> August, 2009.

**Comment:**

There are a number of recommendations requiring Council consideration including:

1. The extension of the due date for memberships for the 2010/11 year from the 1<sup>st</sup> July to the 30<sup>th</sup> August to allow those members who have recently paid the 2009/10 memberships a considerable amount of time to renew;
2. That a 50% discount be introduced for a Centrelink Aged Pension cardholder, to encourage more community memberships;
3. That the distribution of bar profits being \$793.10 from the Mothers Day function held on the 9<sup>th</sup> May and hosted by the organisers of the charity Trek Car 43 be directly allocated to this charity as an extraordinary measure. Council have previously donated an amount of \$1000 to this charity;
4. The distribution of bar profits, of \$8,000 for the 2009/2010 year, as voted and agreed by the RECMC; and
5. A request to allocate the balance of the bar profits at a later meeting of the RECMC.

**Consultation:**

Not applicable

**Statutory Obligations:**

Nil

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Nil

**Strategic Implications:**

Nil

**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 for officer recommendation 1 and 5

Absolute majority for officer recommendation 2, 3 and 4

OFFICER RECOMMENDATION (1)	ITEM 10.4.9
That the due date for 2010/11 memberships be extended to the 30 <sup>th</sup> August 2010 for 2009/10 members only.	

*Nil*

OFFICER RECOMMENDATION (2)	ITEM 10.4.9
That those on Centrelink Aged Pension receive a 50% discount on membership.	

*Discussion*

OFFICER RECOMMENDATION (3)	ITEM 10.4.9
That bar profits (\$793.10) as a result of the charitable event held by the Trek Car 43 on Sunday 9 <sup>th</sup> May, not be allocated to their charity as an extraordinary measure and not seen as a precedent.	

*Discussion*

OFFICER RECOMMENDATION (4)	ITEM 10.4.9
That the following distribution of bar profits be approved:	
\$500	Toys for crèche
\$1300	Lockable storage space
\$1000	Chest freezer
\$50	DVD player for crèche
\$50	TV Shelves
_____	
<u>\$2900</u>	

*Nil*

**OFFICER RECOMMENDATION (5)**

**ITEM 10.4.9**

That the allocations of the balance of \$5,500 be considered at a later date.

*Nil*

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

*Nil*

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

**12.1 ELECTED MEMBERS**

*Nil*

**12.2 OFFICERS**

*Nil*

**13. MATTERS BEHIND CLOSED DOORS**

*Nil*

**14. CLOSURE OF MEETING – 6.35pm**

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

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

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