

MINUTES

For the Council Meeting held on

Thursday May 19, 2016

Commencing at 5 p.m.

In the Council Chambers, Ravensthorpe.

ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE
ON 19 MAY 2016, COMMENCING AT 5PM

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.00pm – the presiding person, Cr Smith, declared the meeting open.

2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE

MEMBERS: Cr Peter Smith (Acting Shire President)
Cr Kerry Dickinson
Cr Sharyn Gairen
Cr Ian Goldfinch
Cr Ken Norman

STAFF: Ian Fitzgerald (Chief Executive Officer)
Jenny Goodbourn (Acting Manager of Corporate and Community Services)
Darryn Watkins (Manager Engineering Services)
Portia Chambers (Executive Assistant)

APOLOGIES:

ON LEAVE OF ABSENCE:
Cr Keith Dunlop

ABSENT:

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

NIL

4. PUBLIC QUESTION TIME

NIL

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

NIL

6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS**6.1 RAVENSTHORPE REGIONAL ARTS COUNCIL**

5.01pm – Committee Members Ainsely Foulds and Mel and Kay Wilson attended the meeting.

The Ravensthorpe Regional Arts Council thanked the Shire of Ravensthorpe for their yearly contribution of \$15,000 over the last three years.

Their triennial contract with Country Arts WA has expired and they are applying for the next funding round with them.

They would like the Shire to consider contributing \$20,000 for the next three years (an increase of \$5,000 a calendar year) to help them continue the work they are doing within the shire.

7. CONFIRMATION OF MINUTES**7.1 COUNCIL MEETING – 21 APRIL, 2016**

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 7.1
Moved: Cr Dickinson	Seconded: Cr Gairen
That the minutes of the meeting of council held on 21 April, 2016 be confirmed as a true and correct record of proceedings.	
Carried: 5/0	Res: 46/16

8. SUSPENSION OF STANDING ORDERS

NIL

9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

NIL

10. REPORTS OF OFFICERS**10.1 ACTING MANAGER OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – APRIL 2016****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 30th April 2016**Author:** Stacey Addis – Senior Finance Officer**Authorising Officer:** Jenny Goodbourn, Acting Manager Corporate & Community Services**Attachments:** Schedule of Payments to 30th April, 2016
Credit Card Transactions to 25th April, 2016**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:
31st April 2016**

FUND	PAYMENT	VOUCHERS	AMOUNTS
Municipal Account	EFTs	EFT5471-EFT5646	\$716,783.90
		40160 – 40191	\$69,528.74
	Municipal Fund Cheques		
Payroll	Dates	13/04/2016 27/04/2016	\$169,587.51
Bank Fees			\$370.05
Municipal Account Total			\$956,270.20
Shire Credit Card Facility	Westpac VISA	27/03/2016- 25/04/2016	\$2,991.04
Trust Account Payments	EFTs	EFT5575 – EFT5647	\$44,079.20
	Cheques	1358 – 1363	\$610.00
Grand Total			\$1,003,950.44

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:

Not applicable.

Statutory Obligations:**Local Government (Financial Management) Regulations 1996****13. Lists of accounts**

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
- (b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under subregulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

Policy Implications:

Nil

Budget / Financial Implications:

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

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 AND COUNCIL DECISION	ITEM 10.1.1
Moved: Cr Dickinson	Seconded: Cr Gairen
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of April 2016, be noted.	
Carried: 5/0	Res: 47/16

10.1.2 MONTHLY FINANCIAL REPORT – 30TH APRIL 2016**File Ref:**

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	10 May 2016
Author:	Jenny Goodbourn – Acting Manager of Corporate & Community Services
Authorising Officer:	Not applicable
Attachments:	Yes – Monthly Financial Report–April 2016

Summary:

This report presents the monthly financial reports for April 2016 to Council which is provided as an attachment to the agenda. The recommendation is to receive the February monthly financial reports.

Background:

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

Comment:

To provide timely financial information to the Council this report is based on the 2015/2016 Budget adopted by Council on 20 August 2015. The report contains the budget amounts, actual amounts of expenditure, revenue and income to the end of the month. It shows the material differences between the draft budget and actual amounts where they are not associated to timing differences for the purpose of keeping Council abreast of the current financial position.

Consultation:

Council Financial Records

Statutory Obligations:

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996 require that financial activity statement reports are provided each month reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month.

The report is to be presented at either the next ordinary meeting after the end of the month, or if not prepared in time to the next ordinary meeting after that meeting.

Policy Implications:

Nil

Budget / Financial Implications:

As detailed within the attachments

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 AND COUNCIL DECISION	ITEM 10.1.2
Moved: Cr Gairen	Seconded: Cr Dickinson
That Council receive the Monthly Financial Reports for the period ending 30 th April 2016 in accordance with Section 6.4 of the Local Government Act 1995.	
Carried: 5/0	Res: 48/16

10.1.3 ADOPTION OF REVISED 2015/2016 BUDGET**File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 11 May 2016**Author:** Jenny Goodbourn – Acting Manager of Corporate & Community Services**Authorising Officer:** Chief Executive Officer**Attachments:** Yes – Revised Statutory Budget

Summary:

SAT is holding a hearing on Friday 13th May to consider our request to quash the general rates under s 6.82 as the local government had levied differential general rates that did not comply with s 6.33(1) of the Act and for which Ministerial approval is not available.

Background:

As advised at the April meeting:

The Department of Local Government and Communities monitors all annual budgets submitted to it and has contacted the shire to advise that the GRV's based on location are not lawful and do not comply with section 6.33(1) of the Local Government Act.

The shire has been in discussion with the department regarding this as at no time last year when applying for Ministerial Approval was this pointed out and it was on the advice of the Valuer Generals department that this style of rating was proposed. However after extensive communication the department has confirmed that we are not able to raise rates based on the location of the properties and can therefore only have one rate in the dollar for residential, commercial, industrial and other.

The process we have to go through is to apply to the State Administrative Tribunal for the rates to be quashed. Once this has been approved we will have to adopt a new budget based under s.6.3(a)(ii) and reimpose new rates that comply with the Act under s.6.33(3)(b).

The budget review has been undertaken with a review of the rates that will comply with the Act. The reduction in income is \$57,557 but we have been able to make this up from other cost savings and reductions in expenditure. We will still be able to impose a differential GRV for the Transient Workforce Accommodation and the Ministerial Approval granted for this will still be valid.

An application to SAT to quash the rates has been lodged and is to be heard on Friday 13th May. It is hoped that we will receive instructions to quash the rates prior to the May meeting so that we can move forward with the process.

Comment:

The Council will need to adopt a revised budget for 2015/2016 taking into account the changes to the rates to be imposed.

As a full budget review was undertaken and adopted by council last month it is proposed to include these changes in the revised budget to be adopted.

Full details of the revised budget are in the attachment.

Consultation:

Council Financial Records

Statutory Obligations:

Section 6.33(1) of the Local Government Act 1995

Section 6.82 of the Local Government Act 1995

Policy Implications:

Nil

Budget / Financial Implications:

As detailed within the attachments – overall the budget is projecting a small surplus of \$19,648.

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:

Absolute majority

Moved: Cr Goldfinch

Seconded: Cr Gairen

OFFICER RECOMMENDATION AND COUNCIL DECISION

ITEM 10.1.3

That the Council:

1. Notes that the State Administrative Tribunal has quashed the general rates payments imposed by the Shire of Ravensthorpe on 20th August 2015 in accordance with s 6.82 of the *Local Government Act 1995*, as the differential general rates and minimum payments did not comply with s 6.33(1) of the Act as the rates were applied inconsistently across the district on the basis of geographical location.
2. Adopts a budget for 2015/2016 in accordance with section 6.3 of the Act which:
 - (a) subject to the modifications set out in resolution 3, is in the same form and manner as the annual budget adopted at the Council meeting held on 20th August 2015 (recorded as item 10.1.3 and included as Attachment Draft Budget 2015/2016 to the minutes of that meeting and tabled herewith);
 - (b) reduces the amount to be yielded by the general rate to \$3,782,847, which is \$49,229 less than the original budgeted and within the statutory limit on the amount estimated to be yielded by the general rate provided for by section 6.34 of the Act.
3. Notes that the modifications referred to in resolution 2 change the following schedules and notes:
 - a) Statement of Comprehensive Income by Program
 - b) Statement of Comprehensive Income by Nature and
 - c) Statement of Cash Flows
 - d) Rate Setting Statement
 - e) Note 7 – Net Current Assets

- f) Note 8 – Rating information
- g) Note 15 – Note to the Statement of Cash Flows

so that these schedules and notes, as modified, are in the form and manner set out in the following pages.

4. In accordance with s 6.32(3)(b) of the Act, imposes the following general rates and minimum payments:

GRV Rates

Residential Rate	\$0.1012
Commercial	\$0.11364
Industrial	\$0.1340
Transient Workforce Accommodation	\$0.280

Minimum Payments

Residential Rate	\$900
Commercial	\$900
Industrial	\$900
Transient Workforce Accommodation	\$900

5. Notes that resolutions 2, 3 and 4 above are required to validate the general rate and minimum payments levied and that a credit will be allocated to those ratepayers affected by 30th June 2016

SHIRE OF RAVENSTHORPE
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2015/16 Budget \$	2014/15 Actual \$	2014/15 Budget \$
Revenue				
Rates	8	3,782,847	3,618,372	3,632,148
Operating Grants, Subsidies and Contributions		1,720,603	2,900,839	2,052,167
Fees and Charges	11	1,145,977	1,432,788	1,343,194
Service Charges	10	0	0	0
Interest Earnings	2(a)	124,200	219,223	172,070
Other Revenue	2(a)	532,929	323,159	75,978
		<u>7,306,556</u>	<u>8,494,381</u>	<u>7,275,557</u>
Expenses				
Employee Costs		(2,922,897)	(2,643,957)	(2,159,973)
Materials and Contracts		(2,819,429)	(2,170,538)	(2,559,569)
Utility Charges		(219,162)	(169,001)	(180,241)
Depreciation on Non-Current Assets	2(a)	(3,395,590)	(3,842,513)	(2,842,464)
Interest Expenses	2(a)	(103,519)	(91,585)	(94,508)
Insurance Expenses		(272,627)	(395,535)	(385,310)
Other Expenditure		(240,113)	(141,823)	(206,373)
		<u>(9,973,337)</u>	<u>(9,454,952)</u>	<u>(8,428,438)</u>
		(2,666,781)	(960,571)	(1,152,881)
Non-Operating Grants, Subsidies and Contributions		4,701,338	1,379,109	1,739,533
Profit on Asset Disposals	3	69,895	17,577	0
Loss on Asset Disposals	3	(68,324)	(38,197)	(121,000)
NET RESULT		2,036,128	397,918	465,652
Other Comprehensive Income				
Changes on Revaluation of Non-Current Assets		0	0	0
Total Other Comprehensive Income		<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMPREHENSIVE INCOME		<u>2,036,128</u>	<u>397,918</u>	<u>465,652</u>

Notes:

All fair value adjustments relating to remeasurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets in accordance with the mandating of fair value measurement through Other Comprehensive Income, are impacted upon by external forces and is not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF RAVENSTHORPE
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2015/16 Budget	2014/15 Actual	2014/15 Budget
		\$	\$	\$
Revenue (Refer Notes 1,2,8 to 13)				
Governance		0	6,949	6,180
General Purpose Funding		5,041,282	6,488,993	5,530,269
Law, Order, Public Safety		186,208	114,613	103,689
Health		37,250	108	221
Education and Welfare		121,210	1,050	0
Housing		12,043	19,414	15,600
Community Amenities		427,500	412,109	373,380
Recreation and Culture		593,350	1,038,683	1,307,216
Transport		463,800	1,376,277	1,458,909
Economic Services		135,135	112,895	80,289
Other Property and Services		288,778	319,977	139,334
		<u>7,306,556</u>	<u>9,891,068</u>	<u>9,015,087</u>
Expenses Excluding Finance Costs (Refer Notes 1,2 & 14)				
Governance		(535,177)	(386,017)	(367,314)
General Purpose Funding		(170,750)	(206,835)	(115,761)
Law, Order, Public Safety		(537,912)	(372,737)	(520,685)
Health		(292,033)	(203,259)	(191,374)
Education and Welfare		(267,838)	(172,568)	(173,197)
Housing		(113,727)	(133,317)	(127,388)
Community Amenities		(1,057,914)	(997,733)	(869,603)
Recreation and Culture		(1,908,401)	(1,665,120)	(1,534,409)
Transport		(4,365,618)	(4,282,698)	(3,767,266)
Economic Services		(300,977)	(259,078)	(261,274)
Other Property and Services		(319,471)	(684,004)	(412,659)
		<u>(9,869,818)</u>	<u>(9,363,366)</u>	<u>(8,340,930)</u>
Finance Costs (Refer Notes 2 & 5)				
Housing		(12,402)	(4,708)	0
Recreation and Culture		(8,628)	0	0
Transport		(82,490)	(86,564)	(94,508)
		<u>(103,520)</u>	<u>(91,272)</u>	<u>(94,508)</u>
Non-operating Grants, Subsidies and Contributions				
Community Amenities		2,340,295	0	0
Recreation and Culture		31,500	1,000,000	2,000,000
Transport		2,329,543	326,961	394,304
		<u>4,701,338</u>	<u>1,869,172</u>	<u>2,767,152</u>
Profit/(Loss) On Disposal Of Assets (Refer Note 3)				
Health		(8,189)	(3,498)	(3,000)
Transport		35,116	(18,723)	(111,000)
Other Property and Services		(25,355)	1,602	(7,000)
		<u>1,572</u>	<u>(20,619)</u>	<u>(121,000)</u>
NET RESULT		2,036,128	2,284,983	3,225,801
Other Comprehensive Income				
Changes on Revaluation of Non-Current Assets		0	0	0
Total Other Comprehensive Income		0	0	0
TOTAL COMPREHENSIVE INCOME		<u>2,036,128</u>	<u>2,284,983</u>	<u>3,225,801</u>

Notes:

All fair value adjustments relating to remeasurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets in accordance with the mandating of fair value measurement through Other Comprehensive Income, is impacted upon by external forces and is not reliably budget adoption.

Fair value adjustments relating to the remeasurement of financial assets at fair value through profit or loss will be assessed at the time they occur with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF RAVENSTHORPE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2016**

	NOTE	2015/16 Budget \$	2014/15 Actual \$	2014/15 Budget \$
Cash Flows From Operating Activities				
Receipts				
Rates		3,812,847	3,704,163	3,557,148
Operating Grants, Subsidies and Contributions		1,624,692	2,950,528	1,860,167
Fees and Charges		1,145,977	1,432,788	1,343,195
Service Charges		0	0	0
Interest Earnings		124,200	219,223	172,070
Goods and Services Tax		30,000	(82,457)	572,064
Other Revenue		532,929	323,159	17,978
		<u>7,270,645</u>	<u>8,547,404</u>	<u>7,522,622</u>
Payments				
Employee Costs		(2,697,897)	(2,564,039)	(2,159,973)
Materials and Contracts		(2,664,480)	(2,211,257)	(2,514,331)
Utility Charges		(219,162)	(169,001)	(235,159)
Interest Expenses		(103,519)	(95,409)	(118,078)
Insurance Expenses		(272,627)	(395,535)	(385,310)
Goods and Services Tax		0	0	(300,000)
Other Expenditure		(240,113)	(141,823)	(206,373)
		<u>(6,197,798)</u>	<u>(5,577,064)</u>	<u>(5,919,224)</u>
Net Cash Provided By Operating Activities	15(b)	<u>1,072,847</u>	<u>2,970,340</u>	<u>1,603,398</u>
Cash Flows from Investing Activities				
Payments for Development of Land Held for Resale	4	0	0	0
Payments for Purchase of Property, Plant & Equipment	4	(3,528,302)	(3,705,796)	(4,970,025)
Payments for Construction of Infrastructure	4	(5,477,920)	(1,592,524)	(1,723,410)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		4,701,338	1,379,109	1,739,533
Proceeds from Sale of Plant & Equipment	3	281,364	200,767	177,000
Net Cash Used in Investing Activities		<u>(4,023,520)</u>	<u>(3,718,444)</u>	<u>(4,776,902)</u>
Cash Flows from Financing Activities				
Repayment of Debentures	5	(520,100)	(451,062)	(451,373)
Proceeds from New Debentures	5	1,001,561	672,921	334,304
Net Cash Provided By (Used In) Financing Activities		<u>481,461</u>	<u>221,859</u>	<u>(117,069)</u>
Net Increase (Decrease) in Cash Held Cash at Beginning of Year		<u>(2,469,212)</u>	<u>(526,245)</u>	<u>(3,290,573)</u>
Cash and Cash Equivalents at the End of the Year	15(a)	<u>5,605,469</u>	<u>6,132,026</u>	<u>6,126,409</u>
		<u>3,136,256</u>	<u>5,605,781</u>	<u>2,835,836</u>

**SHIRE OF RAVENSTHORPE
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2016**

	NOTE	2015/16 Budget \$	2014/15 Actual \$	2014/15 Budget \$
Revenue	1,2			
Governance		0	6,949	6,180
General Purpose Funding		1,258,435	2,870,621	1,898,121
Law, Order, Public Safety		186,208	114,613	103,689
Health		37,250	108	221
Education and Welfare		121,210	1,050	0
Housing		12,043	561,625	388,448
Community Amenities		2,767,795	412,109	373,380
Recreation and Culture		624,850	2,038,683	3,307,216
Transport		2,861,843	1,719,214	1,853,213
Economic Services		135,135	112,895	80,289
Other Property and Services		290,173	321,582	139,334
		<u>8,294,942</u>	<u>8,159,449</u>	<u>8,150,091</u>
Expenses	1,2			
Governance		(535,177)	(386,017)	(367,314)
General Purpose Funding		(170,750)	(206,835)	(115,761)
Law, Order, Public Safety		(537,912)	(372,737)	(520,685)
Health		(300,222)	(206,757)	(194,374)
Education and Welfare		(267,838)	(172,568)	(173,197)
Housing		(126,129)	(138,026)	(127,388)
Community Amenities		(1,057,914)	(997,733)	(869,603)
Recreation and Culture		(1,917,029)	(1,665,120)	(1,534,409)
Transport		(4,481,492)	(4,403,961)	(3,972,774)
Economic Services		(300,977)	(259,078)	(261,274)
Other Property and Services		(346,221)	(684,004)	(419,659)
		<u>(10,041,661)</u>	<u>(9,492,836)</u>	<u>(8,556,438)</u>
Net Result Excluding General Rates		(1,746,719)	(1,333,387)	(406,347)
Adjustments for Cash Budget Requirements:				
Non-Cash Expenditure and Revenue				
(Profit)/Loss on Asset Disposals	4	(1,571)	20,619	121,000
Movement in Deferred pensioner Rates/ESL		0	(4,002)	0
Depreciation on Assets	2(a)	3,395,590	3,842,513	2,842,464
Movement in Non-Current Staff Leave Provisions		0	60,603	0
Capital Expenditure and Revenue				
Purchase Land Held for Resale	3	0		0
Purchase Property, Plant and Equipment	3	(3,528,302)	(3,705,796)	(4,970,025)
Purchase Infrastructure	3	(5,477,920)	(1,592,524)	(1,723,410)
Proceeds from Disposal of Assets	4	281,385	200,767	177,000
Repayment of Debentures	5	(520,100)	(451,062)	(451,373)
Proceeds from New Debentures	5	1,001,561	672,921	334,304
Transfers to Reserves (Restricted Assets)	6	(240,000)	(2,225,643)	(142,253)
Transfers from Reserves (Restricted Assets)	6	1,414,426	1,196,251	2,432,848
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	7	1,658,452	3,245,906	1,089,512
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	7	19,648	1,658,452	175,718
Amount Required to be Raised from General Rate	8	<u>(3,782,846)</u>	<u>(1,731,288)</u>	<u>(671,998)</u>

7. NET CURRENT ASSETS**Composition of Estimated Net Current Asset Position****CURRENT ASSETS**

Cash - Unrestricted	15(a)	356,855	1,651,641
Cash - Restricted Reserves	15(a)	2,779,401	3,953,829
Receivables		275,769	431,680
Inventories		11,132	11,132
		<u>3,423,157</u>	<u>6,048,282</u>

LESS: CURRENT LIABILITIES

Trade and Other Payables		(650,930)	(435,981)
Short Term Borrowings		0	0
Long Term Borrowings		(289,689)	(2,957)
Provisions		(486,569)	(371,569)
		<u>(1,427,188)</u>	<u>(810,507)</u>

NET CURRENT ASSET POSITION		1,995,969	5,237,775
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Less: Cash - Restricted Reserves	15(a)	(2,779,401)	(3,953,829)
Less: Land Held for Resale		0	0
Less: Current Loans - Clubs / Institutions		0	0
Add: Current Portion of Debentures		289,689	2,957
Other		142,036	(20)
Add: Component of Leave Liability not required to be Funded		371,355	371,569
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD		<u><u>19,648</u></u>	<u><u>1,658,452</u></u>

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2016

8. RATING INFORMATION - 2015/16 FINANCIAL YEAR

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2015/16 Budgeted Rate Revenue \$	2015/16 Budgeted Interim Rates \$	2015/16 Budgeted Back Rates \$	2015/16 Budgeted Total Revenue \$	2014/15 Actual \$
Differential General Rate/General Rate								
GRV Residential	0.10120	691	10,177,450	1,029,958			1,029,958	3046352
GRV Commercial	0.11364	34	1,407,727	159,974			159,974	
GRV Industrial	0.13400	32	475,485	63,715			63,715	
GRV Transient Workforce Accom	0.28000	2	852,800	238,784			238,784	
UV	0.01012	342	157,800,988	1,596,946			1,596,946	
Sub-Totals		1,101	170,714,450	3,089,377	0	0	3,089,377	3,046,352
Minimum Payment	Minimum \$							
GRV Residential	900	451	1,739,067	405,900			405,900	537,600
GRV Commercial	900	9	45,961	8,100			8,100	
GRV Industrial	900	15	64,511	13,500			13,500	
GRV Transient Workforce Accom	900	0	0	0			0	
UV	900	238	7,560,858	214,200			214,200	
Sub-Totals		713	9,410,397	641,700	0	0	641,700	537,600
Discounts (Note 12)								
Back Rates							0	0
Interim Rates							(1,000)	
Rates Written Off							8,850	
Total Amount Raised from General Rate							3,733,927	3,573,099
Ex Gratia Rates							48,920	45,273
Total Rates							3,782,847	3,618,372

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2016**

8(a). RATING INFORMATION - 2015/16 FINANCIAL YEAR (CONTINUED)

All land except exempt land in the Shire of Ravensthorpe is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2015/16 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

OBJECTIVES AND REASONS FOR DIFFERENTIAL RATING

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of Differential Rating.

Differential General Rate

Description	Characteristics	Objects	Reasons
GRV Transient Workforce Accommodation	This category covers properties used for the purpose of workforce accommodation or transient workforce accommodation.	This differential rate maintains the relative comparative to residential rates and provides an average rate per accommodation unit of less than the Council's minimum payment.	To better reflect an equitable rate for the number of people housed within the transient workforce accommodation units and the demands on services and facilities within the shire.

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2016

8(a). RATING INFORMATION - 2015/16 FINANCIAL YEAR (CONTINUED)

Differential Minimum Payment

There is no differential minimum rate - all categories will be charged the same general minimum rate of \$900 per assessment.

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2016**

15. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	2015/16 Budget \$	2014/15 Actual \$	2014/15 Budget \$
Cash - Unrestricted	356,855	1,651,641	201,973
Cash - Restricted	<u>2,779,401</u>	<u>3,953,828</u>	<u>2,633,863</u>
	<u>3,136,256</u>	<u>5,605,469</u>	<u>2,835,836</u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

Plant Reserve	122,623	71,527	20,883
Emergency Farm Water Reserve	25,543	25,158	24,825
Building Reserve	1,351,352	1,478,701	1,278,085
Road & Footpath Reserve	303,453	495,857	491,392
Swimming Pool Upgrade Reserve	41,980	56,490	55,982
UHF Repeater Reserve	4,268	9,021	8,939
Airport Reserve	528,341	471,124	465,857
Water & Sewerage Reserve	284,922	280,623	277,900
Hopetoun Community Centre Reserve	0	1,028,407	10,000
State Barrier Fence Reserve	70,000	0	0
Leave Reserve	46,919	36,919	0
	<u>2,779,401</u>	<u>3,953,827</u>	<u>2,633,863</u>

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net Result	2,036,128	2,284,983	3,225,801
Depreciation	3,395,590	3,842,513	2,842,464
(Profit)/Loss on Sale of Asset	(1,571)	20,619	121,000
(Increase)/Decrease in Receivables	(35,911)	53,023	173,816
(Increase)/Decrease in Inventories	0	(11,095)	(10,000)
Increase/(Decrease) in Payables	214,949	(14,445)	(250,000)
Increase/(Decrease) in Employee Provisions	165,000	60,603	0
Grants/Contributions for the Development of Assets	<u>(4,701,338)</u>	<u>(1,869,172)</u>	<u>(2,767,152)</u>
Net Cash from Operating Activities	<u>1,072,847</u>	<u>4,367,029</u>	<u>3,335,928</u>

10.2 MANAGER OF PLANNING AND DEVELOPMENT

10.2.1 PROPOSED ROAD NAME CHANGE – FLOATER ROAD

File Ref:	RD.NA.1
Applicant:	Geographic Naming Committee
Location:	Floater Road, Ravensthorpe
Disclosure of Officer Interest:	None
Date:	6 May 2016
Author:	Craig Pursey, Manager for Planning & Development
Authorising Officer:	Ian Fitzgerald, Chief Executive Officer
Attachments:	Reserve Street Names Register for Ravensthorpe

Summary:

Council has been requested by the Geographic Names Committee to consider renaming a portion of Floater Road given that the road has been severed by the new Heavy Haulage Route.

Options include renaming the northern portion, the southern portion or not renaming Floater Road at all.

This report recommends extending the Moir Road name north to the heavy haulage route.

Background:

The recent completion of the heavy haulage route has resulted in a number of road name changes, many of which were completed in August 2014. However, the Geographic Names Committee has identified that Floater Road has been bisected by the new heavy haulage route (HHR) and have requested Council consider renaming either the northern or southern portion of Floater Road.

Comment:

The severing of Floater Road into two portions has the potential to cause some confusion for emergency service vehicles and visitors to Ravensthorpe and ideally the road name should be changed. Council has a number of options:

1. *Rename the northern portion*

This portion of Floater Road has a number of properties addressed to it and would cause maximum disruption.

2. Rename the southern portion of Floater Rd – Scott Street;

The portion of Floater Road between Morgans Street and the HHR was previously named Scott Street.

This was changed in April 2006 in order to reduce the number of names that applied to the one continuous stretch of road (i.e. Floater Road, Scott Street and then Moir Road). However, it is not possible to revert to Scott Street as there is already a Scott Street in Hopetoun, Geographic Names do not support the replication of names in a district where it is possible to avoid.

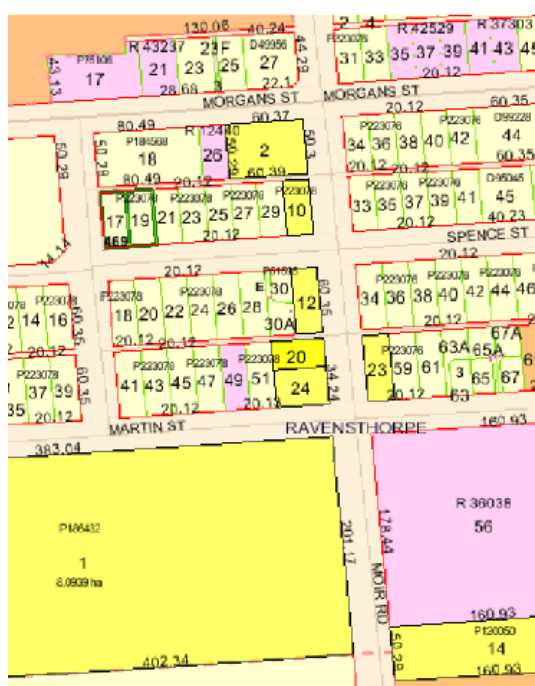
3. Rename the southern portion of Floater Rd – another name

The Council has an adopted list of ‘reserve street names’ that may be chosen from, found at attachment B of this report. These already have support from the GNC for use in Ravensthorpe and may be applied.

The use of another name to a single continuous stretch of road pavement is not unusual but has potential to cause some confusion.

4. Extend Moir Road north to the HHR

This option is supported by the GNC. There are no properties addressed to this portion of Floater Road and so no consultation would be required. Whilst there would be potential complications with numbering in Moir Road from its extension north, the numbering in this portion of Moir Road already needs attention, as shown in the figure below.



Current Moir Road numbering has odds and evens on same side of road and even numbers are out of order.

Whether Council supports this option or not, renumbering Moir Road properties at the start of Moir Road should be pursued.

5. Make no change

Although the Council has been requested by the GNC to change the name of a portion of a portion of Floater Road, there is no *requirement* for Council to do so.

This report recommends extending the Moir Road name to the north of Morgans Street to keep the number of names to a minimum and to add clarity for emergency services and the general public.

Consultation:

Consultation is only required where landowners are affected by a road name change. In this instance no property is addressed to the southern portion of Floater Road.

If the northern portion of Floater Road is to be changed, all affected landowners would need to be consulted before a final decision is made.

Council has the option of placing a new name out for public comment.

Statutory Obligations:

Council is required to adopt road names before recommending them to the Geographic Names Committee for approval.

The Minister for Lands then makes the final decision on any road naming proposals under the Land Administration Act 1997.

The Geographic Names Committee have guidelines for the naming of roads, the relevant part is reproduced below:

CHANGES OF NAMES

The changes of names of roads, localities and features should conform to the relevant policy and in addition, should have broad community support. Road name changes should have the support of those residents affected by the name change. Proposals require the support of local

government, but the Minister for Land Information is the final authority in all such matters. It is incumbent on local government to ensure there is community support for a change of name. Non-essential road name changes also incur a service charge.

Policy Implications:

None

Budget / Financial Implications:

Council will bear the cost of replacing street signage and some administrative costs in amending internal records.

Strategic Implications:

There are no strategic implications.

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 AND COUNCIL DECISION ITEM 10.2.1

Moved: Cr Goldfinch

Seconded: Cr Norman

That Council request the Geographic Names Committee to change the name of Floater Road, south of South Coast Highway (Heavy Haulage Route) to Moir Road.

Carried: 5/0

Res: 50/16

10.3 MANAGER OF ENGINEERING SERVICES
NIL

10.4 CHIEF EXECUTIVE OFFICER

10.4.1 ANNUAL LOCAL GOVERNMENT CONVENTION

File Ref:**Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 13 July, 2015**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** None

Summary:

The 2016 WA Local Government Convention is to be held in Perth from 3rd to 5th August 2016 with this year's theme "Local Impact"

As a part of the convention the Annual General Meeting will be held and Council is required to nominate 2 voting delegates and 2 proxy voting delegates.

Background:

At the 2015 Annual General Meeting Council nominated the Shire President and Deputy President as their voting delegates with the Chief Executive Officer as the proxy (proxy as not required).

Comment:

The 2016 Convention information brochure and registration form have been received. A number of high power speakers are listed on the program including:

- Sir Robin Wales, Mayor of London Borough of Newham speaking on community engagement
- Lt General David Morrison AO (retired) – equality in the workforce
- Rachel Robertson, Antarctic expedition Leader – Leading on the edge
- Panel session, emergency services
- Michael Crossland – adversity does not define you.

There are also a number of concurrent sessions on topics such as “inclusive communities – changing lives”, tourism, emergency management and childcare in regional WA.

A number these sessions have relevance to the Shire of Ravensthorpe.

The agenda for the Annual General Meeting has not been released as yet.

Council Policy G2 provides that all Councillors, the Chief Executive Officer, and partners are entitled to attend the annual convention with registration, accommodation and meal expenses met by Council.

In addition to the convention a number of training courses will be available to attend – either before or after the convention itself.

Consultation:

N/A

Statutory Obligations:

N/A

Policy Implications:

Council Policy G2 refers to attendance at the Annual Local Government Work Convention.

Budget / Financial Implications:

Allowance is made in the budget each year for Councillors and the Chief Executive Officer to attend this event.

Strategic Implications:

As well as the information gained from the speakers there is the opportunity for Councillors to network with Councillors and Staff from Local government across the state.

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 AND COUNCIL DECISION	ITEM 10.4.1
Moved: Cr Gairen	Seconded: Cr Goldfinch
That Council nominate Councillors Peter Smith and Ian Goldfinch as their voting delegates to the 2016 Annual General Meeting and Councillor Kerry Dickinson and Chief Executive Officer Ian Fitzgerald as proxy delegates.	
Carried: 5/0	Res: 51/16

10.4.2 NEW PUBLIC OPEN SPACE**File Ref:**

Applicant:	Cr Kerry Dickinson
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	13 July, 2015
Author:	Ian Fitzgerald – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	None

Summary:

Councillor Kerry Dickinson requests Council consider the development of a new public open space area on the eastern side of the Ravensthorpe townsite – on the block known locally as Smally's block.

Background:

The property in question was purchased by Main Roads WA as part of the project that saw the construction of the heavy haulage route around the north side of the Ravensthorpe townsite.

Comment:

The land in question is defined as 21 (Lot 250) Coleman Street Ravensthorpe and comprises of 1.58ha. At present the lot has an old shed on it and some natural trees and bush.

As it is on the approach to Ravensthorpe from either Hopetoun or Esperance Councillor believes a public open space with natural bush and a range of planted trees would add appeal to the townsite entrance for visitors coming to the area. This area would also add to available locations for residents to walk their dogs or generally a walk in a treed open space area.

The land is currently owned by Main Roads WA and is unlikely to be used for any future development of their operations in Ravensthorpe. As the land is owned by a government body it is non-rateable and therefore should Council agree to take over the property there will be no loss of income.

In order for this proposal to be considered further by Council it will be necessary to first contact Main Roads WA to ascertain whether they would be interested in gifting the land to Council

and then if they are in agreement determine the cost to develop the lot with trees and other flora and further estimate cost for ongoing maintenance.

It should be noted that the Manager of Engineering Services has previously mentioned to Council his interest in obtaining the land for future use as a Shire Depot.



Consultation:

Councillor Dickinson

Statutory Obligations:

Local Government Act 1995

Policy Implications:

N/A

Budget / Financial Implications:

Initially the only expense that would be incurred, subject to Council agreeing in principle with the project, would be staff time in contacting Main Roads WA and then preparing a project budgeted for Council's consideration.

Strategic Implications:

Strategic Community Plan –

Outcome 1.1 Connect families

Outcome 1.2 Vibrant and attractive townsite

Outcome 3.5 Provision and maintenance of recreation and community resources

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 AND COUNCIL DECISION	ITEM 10.4.2
Moved: Cr Dickinson	Seconded: Cr Gairen
That Council	
a) Agree in principle to the redevelopment of 21 (Lot 250) Coleman Street Ravensthorpe as a public open space area	
b) Contact Main Roads WA to gauge their interest in gifting 21 Coleman Street Ravensthorpe to the Shire of Ravensthorpe	
c) Subject to agreement from Main Roads WA request staff develop a project budget for Council's consideration.	
Carried: 4/1	Res: 52/16

10.4.3 PROPOSED PASSENGER FLIGHT**COMMERCIAL-IN-CONFIDENCE****File Ref:**

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	10 May, 2016
Author:	Steve McGuire – Manager Airport & Compliance
Authorising Officer:	Ian Fitzgerald – Chief Executive Officer
Attachments:	Nil

Summary:

General Mining/Mt. Cattlin is proposing a Regular Passenger Transport (RPT) flight on a once weekly basis to service their FIFO staff. General Mining/Mt. Cattlin is proposing to underwrite the cost of the flight if a suitable agreement on landing fees and passenger handling fees is achieved for that service and a small, regular charter flight for executives.

Background:

Ravensthorpe does not currently have a Regular Passenger Transport flight. The last regular service, provided by Virgin Australia Regional Airlines ceased at the end of February, 2016. This means that the only flight into or out of our airport is the Ravensthorpe Nickel Operation charter flight on a Monday night, which is not available to the general public.

Comment:

It is important that we explore all avenues to regain an RPT service into Ravensthorpe Airport. We are currently in a 'grace period' with the Department of Infrastructure and Regional Development, Office of Transport Security as a permanent loss of RPT services would mean changes to our airport standing and any future attempt to regain accreditation for general passenger flights would be a lengthy and costly exercise.

The proposal by General Mining to utilise Skippers Aviation would be of enormous benefit to our Shire as General Mining has indicated they would underwrite the cost of the service and share profits of any seats sold in addition to those they utilise for their own staff. RNO has indicated that if a regular Thursday service was reinstated they would have a regular booking

of six passengers in and out. Utilising a Metroliner 19 seat aircraft could initially leave 3 to 4 seats available for the general public.

To progress this General Mining has requested we negotiate rates for the RPT and a small regular charter service for executives. It would entail a contracted rate – a process we have with Virgin Australia Regional Airlines for the current Charter Service, where fees are a negotiated, reduced rate and not strictly in accordance with the scheduled fees and charges.

Consultation:

Chief Executive Officer

General Mining

Ravensthorpe Nickel Operations

Statutory Obligations:

N/A

Policy Implications:

N/A

Budget / Financial Implications:

Income derived from this proposal would assist.

Strategic Implications:

Reinstatement of an RPT service would enhance our tourism prospects. The service has the ability to grow to an aircraft of just under 50 seats (as we were with Virgin) but utilising aircraft that do not require security screening and the costs associated with that.

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 AND COUNCIL DECISION	ITEM 10.4.3
Moved: Cr Dickinson	Seconded: Cr Norman
That Council	
a) Authorise the Airport Manager and Chief Executive Officer to negotiate a rate to secure a once weekly Regular Passenger Transport service into Ravensthorpe Airport.	
b) Any agreement negotiated is to be brought back to Council for formal approval prior to signing.	
Carried: 5/0	Res: 53/16

10.4.4 MINUTES BFAC AGM – APRIL 2016**File Ref:**

Applicant:	Not applicable
Location:	Shire of Ravensthorpe
Disclosure of Officer Interest:	Not applicable
Date:	11 May 2016
Author:	Ashley Peczka – Community Emergency Services Officer
Authorising Officer:	Ian Fitzgerald – Chief Executive Officer
Attachments:	Yes – Ravensthorpe BFAC AGM minutes

Summary:

Consideration of recommendation from the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 13th April 2016.

There are recommendations that require simple majority vote from council. The Minutes are presented to Council to be received. Council to endorse all appointments of Fire Control Officer positions as per the BFAC AGM minutes.

Background:

Nil

Comment:

The Bush Fire Advisory Committee recommendations are in the main procedural matters and should be supported.

Consultation:

Nil

Statutory Obligations:

Bushfires Act 1954

Shire of Ravensthorpe Bushfire Brigades Local Law 2010.

Policy Implications:

Shire of Ravensthorpe Bush Fire Advisory Committee operational guidelines.

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 AND COUNCIL DECISION	ITEM 10.4.4
Moved: Cr Gairen	Seconded: Cr Dickinson
That the Minutes of the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 13th April 2016 be received. Council to endorse all appointments of Fire Control Officer positions as per the BFAC AGM minutes.	
Carried: 5/0	Res: 54/16

10.4.5 MINUTES BFAC MEETING – APRIL 2016**File Ref:****Applicant:** Not applicable**Location:** Shire of Ravensthorpe**Disclosure of Officer Interest:** Not applicable**Date:** 11 May 2016**Author:** Ashley Peczka – Community Emergency Services
Officer**Authorising Officer:** Ian Fitzgerald – Chief Executive Officer**Attachments:** Yes – Ravensthorpe BFAC Minutes

Summary:

Consideration of recommendation from the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 13th April 2016.

Background:

Nil

Comment:

The Bush Fire Advisory Committee recommendations are in the main procedural matters and should be supported.

Consultation:

Nil

Statutory Obligations:

Bushfires Act 1954

Shire of Ravensthorpe Bushfire Brigades Local Law 2010.

Policy Implications:

Shire of Ravensthorpe Bush Fire Advisory Committee operational guidelines.

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 AND COUNCIL DECISION	ITEM 10.4.5
Moved: Cr Gairen	Seconded: Cr Dickinson
That the Minutes of the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 13th April 2016 be received and the recommendations within be adopted.	
Carried: 5/0	Res: 55/16

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

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

12.1 ELECTED MEMBERS

Cr Norman asked when an external CEO review was going to be done.

The CEO replied that a review will be conducted once quotes have been sourced and a consultant had been agreed. The review is not due until July 2016.

12.2 OFFICERS

The external review which Cr Norman requested Lincolns produce on the Vehicle Policy, Staff Wages and Declared Species Funds has been finalised and a copy was given to each Councillor. This will be formally presented to Council as a part of the Vehicle Policy review requested by Council.

13. MATTERS BEHIND CLOSED DOORS
NIL

14. CLOSURE OF MEETING – 5.45PM

These minutes were confirmed at the meeting of the _____

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

Date: _____