



AGENDA

Council Meeting

Tuesday 17 September, 2019

Commencing at 6 p.m.

**Meeting Room, Hopetoun
Community Centre.**

Open Council Meetings – Procedures

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an ordinary Council meeting under “public question time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the town.

Signed

Chief Executive Officer



SHIRE OF RAVENSTHORPE

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Ravensthorpe Shire Council for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Ravensthorpe Shire Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of Ravensthorpe Shire Council during the course of any meeting is not intended to be and is not taken as notice of approval from the Ravensthorpe Shire Council. The Ravensthorpe Shire Council warns that anyone who has an application lodged with the Ravensthorpe Shire Council must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Ravensthorpe Shire Council in respect of the application.

A handwritten signature in black ink, appearing to read "Gavin Pollock", is written over a horizontal line.

Gavin Pollock
Chief Executive Officer

12/9/2019

65 Morgans Street Ravensthorpe WA 6346
Tel (08) 98390000; Fax (08) 98381282
E-mail: - shire@ravensthorpe.wa.gov.au



WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

NOTE: USE ONE FORM PER DECLARATION

I, (1) _____ wish to declare an interest in the following item to be considered by council at its meeting to be held on (2)

Agenda item (3) _____

The type of interest I wish to declare is (4)

- Financial pursuant to Sections 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

The nature of my interest is (5)

The extent of my interest is (6)

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

Signature

Date

RECEIVED BY:

Chief Executive Officer

Date

- (1) Insert you name.
- (2) Insert the date of the Council Meeting at which the item it to be considered.
- (3) Insert the Agenda Item Number and Title.
- (4) Tick the box to indicate the type of interest.
- (5) Describe the nature of your interest.
- (6) Describe the extent of your interest (if seeking to participate in the matter under the s.5.68 of the Act)

Financial pursuant to Sections 5.60A of the Local Government Act 1995**5.60A – Financial Interest**

For the purpose of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

[Section 5.60A inserted by No. 64 of 1998 s. 30; amended by No. 49 of 2004 s. 50.]

Proximity pursuant to Section 5.60B of the Local government Act 1995**5.60B – Proximity Interest**

- (1). For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns –
 - (a). a proposed change to a planning scheme affecting land that adjoins the person's land;
 - (b). a proposed change to zoning or use of land that adjoins that person's land; or
 - (c). a proposed development (as defined in section 5.63 (5)) of land that adjoins the person's land.
- (2). In this section, land ("**the proposal land**") adjoins a person's land if –
 - (a). the proposal land, not being a thoroughfare, has a common boundary with the person's land;
 - (b). the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
 - (c). the proposal land is that part of a thoroughfare that has a common boundary with the person's land.
- (3). In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

[Section 5.60B inserted by No 64 of 1998 s. 30.]

Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995**5.61 – Indirect financial interest**

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007**11 – Disclosure of interest**

- (1). In this regulation –
Interest means an interest that could, or could reasonably be perceived to; adversely affect the impartiality of the person having the interest arising from kinship friendship or membership of an association.
- (2). A person who is a council member and who has an interest in any matter to be discussed at a council or committee meeting attended by the member must disclose the nature of the interest –
 - (a). in a written notice given to the CEO before the meeting;or

- (b). at the meeting immediately before the matter is discussed.
- (3). Sub-regulation (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4). Sub-regulation (2) does not apply if –
 - (a). A person who is a council member fails to disclose an interest because the person did not know he or she has an interest in the matter; or
 - (b). A person who is a council member fails to disclose an interest because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person disclosed the interest as soon as possible after the discussion began.
- (5). If, under sub-regulation (2)(a), a person who is a council member discloses an interest in a written notice given to the CEO before a meeting then –
 - (a). Before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (b). At the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before a matter to which the disclosure related is discussed.
- (6). If –
 - (a). Under sub-regulation (2)(b) or (4)(b) a person's interest in a matter is disclosed at a meeting; or
 - (b). Under sub-regulation (5) (b) notice of a person's interest in a matter is brought to the attention of the persons present at a meeting.

The nature of the interest is to be recorded in the minutes of the meeting.

Describe the extent of your interest (If seeking to participate in the matter under the s.5.68 of the act)

5.68 – Councils and committees may allow members disclosing interests to participate etc. in meetings

- (1). If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter
 - (a). may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
 - (b). may allow , to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if –
 - (i) the disclosing member also discloses the extent of the interest; and
 - (ii) those members decide that the interest –
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers
- (2). A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.
- (3). This sections does not prevent the disclosing member from discussing, or participating in the decision making process on, the question on whether an application should be made to the Minister under section 5.69.



**SHIRE OF RAVENSTHORPE
WORKS REQUEST FORM**

Name: _____

Date: ____/____/2019 Urgency: Low / Medium / High / Strategic

Road / Public Building / Area: _____

Request: _____

Description:

OFFICE USE ONLY:

Action Taken:

Comment:

Completed: ____/____/2019 Signature: _____

Inspected and/or authorised: _____
Chief Executive Officer



Application for Leave of Absence

(Pursuant to Section 2.25 of the Local Government Act 1995 (as amended))

- (1) A council may, by resolution, grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect to more than 6 consecutive ordinary meetings of the Council without the approval of the Minister.
- (3) The granting of the leave is to be recorded in the minutes of the meeting.
- (4) A member who is absent without first obtaining leave of the Council throughout 3 consecutive ordinary meetings of the Council is disqualified from continuing his or her membership of the Council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the Council does not constitute absence from an ordinary meeting of Council –
 - (a) if no meeting of the Council at which a quorum is present is actually held on that day; or
 - (b) if the non-attendance occurs while –
 - (i) the member has ceased to act as a member after which written notice has been given to the member under Section 2.27 (3) and before written notice has been given to the member under Section 2.27 (5);
 - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending; or
 - (iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.

I,, hereby apply for Leave of Absence from the Ravensthorpe Shire Council from..... to for the purpose of

Signed:..... Date:.....



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

In accordance with the Local Government Act 1995 and Administration Regulation 12 (I) it, is hereby notified that as from January 2019 to December 2019, Ordinary Council meetings of the Shire of Ravensthorpe will be held as follows:

DATE		LOCATION	TIME
January 2019	No meetings Scheduled		
18 February 2019	Council Forum	Ravensthorpe Council Chambers	1pm
21 February 2019	Council Meeting	Ravensthorpe Council Chambers	5pm
18 March 2019	Council Forum	Ravensthorpe Council Chambers	1pm
21 March 2019	Council Meeting	Munglinup Community Centre	5pm
15 April 2019	Council Forum	Ravensthorpe Council Chambers	1pm
18 April 2019	Council Meeting	Hopetoun Community Centre	5pm
14 May 2019	Council Meeting	Ravensthorpe Council Chambers	6pm
18 June 2019	Council Meeting	Hopetoun Community Centre	6pm
16 July 2019	Council Meeting	Ravensthorpe Council Chambers	6pm
20 August 2019	Council Meeting	Hopetoun Community Centre	6pm
17 September 2019	Council Meeting	Hopetoun Community Centre	6pm
15 October 2019	Council Meeting	Ravensthorpe Council Chambers	6pm
21 October 2019	Special Council Meeting – Elections	Ravensthorpe Council Chambers	6pm
19 November 2019	Council Meeting	Hopetoun Community Centre	6pm
17 December 2019	Council Meeting	Ravensthorpe Council Chambers	6pm

ORDINARY MEETING OF COUNCIL
TO BE HELD IN THE MEETING ROOM, HOPETOUN COMMUNITY CENTRE HOPETOUN
ON 17 SEPTEMBER 2019, COMMENCING AT 6PM

CONTENTS	PAGE
1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	10
2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE	10
RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	10
PUBLIC QUESTION TIME	10
APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST	10
PETITIONS/ DEPUTATIONS/ PRESENTATIONS	10
CONFIRMATION OF MINUTES	10
7.1 COUNCIL MEETING – 20 AUGUST, 2019	10
ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS	10
REPORTS OF OFFICERS	11
10.1 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES	11
10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – JUNE 2019	11
10.1.2 MONTHLY FINANCIAL REPORT – 30 JUNE 2019	15
10.1.3 COMMUNITY DEVELOPMENT FUND 2019/2020	18
10.2 MANAGER OF PLANNING AND DEVELOPMENT	21
10.3 DIRECTOR OF TECHNICAL SERVICES	22
10.4 CHIEF EXECUTIVE OFFICER	23
ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	24
BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	24
12.1 ELECTED MEMBERS	24
12.2 OFFICERS	24
MATTERS BEHIND CLOSED DOORS	24
CLOSURE OF MEETING	24

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE

MEMBERS: Cr Keith Dunlop (Shire President)
 Cr Julianne Belli (Deputy Shire President)
 Cr Kerry Dickinson
 Cr Thomas Major
 Cr Graham Richardson

STAFF: Gavin Pollock (Chief Executive Officer)
 Les Mainwaring (Director of Corporate and Community Services)
 Graham Steel (Director Technical Services)
 Helen Coleman (Executive Assistant)

APOLOGIES: Cr Peter Smith
 Cr Ian Goldfinch

ON LEAVE OF ABSENCE:

ABSENT:

RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

PUBLIC QUESTION TIME

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

PETITIONS/ DEPUTATIONS/ PRESENTATIONS

CONFIRMATION OF MINUTES

7.1 COUNCIL MEETING – 20 AUGUST, 2019

OFFICER RECOMMENDATION	ITEM 7.1
That the minutes of the meeting of council held on 20 August, 2019 be confirmed as a true and correct record of proceedings.	

ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

REPORTS OF OFFICERS**10.1 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – JUNE 2019**

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe - Administration
Applicant:	Internal
Author:	Executive Assistant
Authorising Officer:	Director Corporate and Community
Services Date:	10 August 2019
Disclosure of Interest:	Nil
Attachments:	Schedule of Payments to 31 August 2019 (Blue) Credit Card Transactions to 31 July 2019 (Green)
Previous Reference:	Nil

Moved: _____ **Seconded:** _____ **Res:**

Recommendation:

That Council endorse;

Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of July 2019 be noted.

Voting Requirements: Simple Majority

Carried:

Summary:

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

Background:

Period 1/7/2019 – 31/8/2020;

2019/2020

Month	Cheques	EFT Payments	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	670	1,739,001	135,848	3,843	1,781	1,881,144	275,274
Aug	9,391	736,269	51,773	7,094	1,260	805,788	188,496
Sep						0	
Oct						0	
Nov						0	
Dec						0	
Jan						0	
Feb						0	
Mar						0	
Apr						0	
May						0	
Jun						0	
Total	10,062	2,475,270	187,621	10,937	3,041	2,686,931	463,770
18/19	147,967	21,298,438	1,329,904	70,241	13,590	22,860,140	2,219,053
17/18	327,905	18,507,404	209,587	65,010	317,445	19,427,351	2,601,283

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:

Senior Finance Officer.

Statutory Environment:

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

Policy Implications:

N/A.

Financial Implications:

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

Strategic Implications:

N/A.

Sustainability Implications:

- **Environmental**

There are no known significant environmental considerations.

- **Economic**

There are no known significant economic considerations.

- **Social**

There are no known significant social considerations.

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

10.1.2 MONTHLY FINANCIAL REPORT – 30 JUNE 2019

File Reference: GR.ME.8
Location: Shire of Ravensthorpe - Administration
Applicant: Internal
Author: Senior Finance Officer
Authorising Officer: Director of Corporate and Community Services
Date: 10 July 2019
Disclosure of Interest: Nil
Attachments: 10.1.3.1 – Monthly Financial Reports for July and August 2019 (Pink)
Previous Reference: Nil

Moved: _____ **Seconded:** _____ **Res:**

Recommendation:

That Council endorse;

That Council receive the July and August 2019 Monthly Financial Reports as presented.

Voting Requirements: Simple Majority

Carried:

Summary:

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

Background:

Council is requested to review the July and August 2019 Monthly Financial Reports.

Comment:

The July and August 2019 Monthly Financial Reports are presented for review.

Consultation:

Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

Nil.

Financial Implications:

All expenditure has been approved via adoption of the 2018/19 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications:

Strategic Community Plan 2014 – 2024

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

Sustainability Implications:

Environmental

Not applicable to this specific recurring report.

Economic

Not applicable to this specific recurring report.

Social

Not applicable to this specific recurring report.

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

10.1.3 COMMUNITY DEVELOPMENT FUND 2019/2020

File Reference:	GS.PR.4
Location:	Nil
Applicant:	Nil
Author:	Executive Assistant
Authorising Officer:	Director Corporate and Community Services
Date:	11 September 2019
Disclosure of Interest:	Nil
Attachments:	10.1.3 Community Development Fund Guidelines and Jerdacuttup Community Association Applications (Yellow)
Previous Reference:	Nil

Moved: _____ **Seconded:** _____ **Res:**

Recommendation:

That Council endorse;

That the following projects be included in the Draft 2019/20 Budget and the Chief Executive Officer then advising the Jerdacuttup Community Association of the status of their application.

ORGANISATION	PROJECT	AMOUNT
Jerdacuttup Community Association	Insurance and Electricity	\$4355.00
Jerdacuttup Community Association	New Tables and Chairs	\$5000.00
	TOTAL	\$9355.00

Voting Requirements: Simple Majority

Carried:

Summary:

Each year before the budget adoption the Shire of Ravensthorpe opens a local community group grant scheme called the Community Development Fund. This enables community groups to apply for a grant of up to \$5000. The Jerdacuttup Community Association had sent these applications in on time, they were however unfortunately missed when the previous Community Development item went to council in July 2019.

Background:

Minor Community Grants may be used for any purpose, including minor building construction, maintenance or repair, equipment purchase or hire, events or functions, operating expenses, relief from Council fees and charges etc.

Comment:

The Community Development Fund will be allocated from within Council's general revenue budget each year with applications closing this year on 31st May 2019 for funding available after adoption of the financial year budget.

ORGANISATION	PROJECT	AMOUNT
Jerdacuttup Community Association	Insurance and Electricity	\$4355.00
Jerdacuttup Community Association	New Tables and Chairs	\$5000.00
	TOTAL	\$9355.00

Consultation:

All Councillors and Executive Team.

Statutory Environment:

N/A.

Policy Implications:

Council Policy G5 (Community Development Fund) provides for up to 1% of rate revenue to be allocated to the funding of approved Community Development Fund applications each financial year. In 2019/20 it is anticipated 1% of rate revenue would equate to approximately \$40,000. Note: 2018/19 allocation was \$41,000.

Financial Implications:

Any application approved by Council will be listed for funding in the draft 2019/20 budget for Council's formal adoption. At the July Council Meeting a total of \$22,432.00 was approved to be added into the Draft 2019/20 Budget.

Strategic Implications:

Council Policy G5 – Community Development Fund states the objectives of the fund to be:

- a) To provide financial assistance for organisations and/or projects, which benefit the community.
- b) To assist community based (not for profit) organisations to develop and maintain facilities.
- c) To provide community based (not for profit) organisations with relief from Council imposed fees and charges.

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.

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

10.2 MANAGER OF PLANNING AND DEVELOPMENT

NIL

10.3 DIRECTOR OF TECHNICAL SERVICES

NIL

10.4 CHIEF EXECUTIVE OFFICER

NIL

ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

12.1 ELECTED MEMBERS

12.2 OFFICERS

MATTERS BEHIND CLOSED DOORS

CLOSURE OF MEETING