



Minutes **Confirmed**

Ordinary Meeting of Council

Tuesday, 18 October 2022



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MINUTES

Mission Statement *To grow our community through the provision of leadership, services and infrastructure.*

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 6.00pm.

The Shire President acknowledged the Traditional Owners of the land on which we meet, and paid respect to Elders past, present, and emerging.

2. RECORD OF ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

Elected Members:

Cr Keith Dunlop (Shire President)
Cr Sue Leighton (Deputy Shire President)
Cr Julia Bell
Cr Rachel Livingston
Cr Thomas Major
Cr Mark Mudie
Cr Graham Richardson

Staff:

Matthew Bird (Chief Executive Officer)
Paul Spencer (Executive Manager Infrastructure Services)
Natalie Bell (Acting Executive Manager Development and Community Services)
Meredith Lee-Curtis (Executive Assistant)

VISITORS

Mrs Karen Sinclair

APOLOGIES

Les Mainwaring (Executive Manager Corporate Services)

LEAVE OF ABSENCE

Nil.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTIONS TIME

Mrs Karen Sinclair

Question:

Mrs Sinclair enquired whether a dog, currently being held in the Shire Pound and allegedly responsible for attacks on sheep, is to be re-homed. Mrs Sinclair advised that the dog, a Kelpi

breed, has a history of this behaviour and questioned whether re-homing was the appropriate solution.

Answer:

The Chief Executive Officer thanked Mrs Sinclair for her question and advised that an investigation is still in progress and a determination has not yet been made, however, the Shire will pass on this information to the Shire Rangers for their consideration.

5. DECLARATIONS OF INTEREST

Item 15.1 ELECTED MEMBER MATTER – CONFIDENTIAL

Cr Keith Dunlop, Shire President declared a Financial Interest in Item 15.1 Elected Member Matter – Confidential.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 20 SEPTEMBER 2022

(Attachment YELLOW)

Statutory Environment:

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

COUNCIL DECISION

Moved by Cr Livingston, seconded by Cr Leighton

Resolution: 73/22

That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 20 September 2022 is CONFIRMED as a true and correct record.

Motion put and CARRIED

(7/0)

7.2 SPECIAL COUNCIL MEETING MINUTES 29 SEPTEMBER 2022

(Attachment BLUE)

Statutory Environment:

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

COUNCIL DECISION

Moved by Cr Mudie, seconded by Cr Bell

Resolution: 74/22

That the Minutes and associated attachments of the Special Meeting of the Shire of Ravensthorpe held on 29 September 2022 is CONFIRMED as a true and correct record.

Motion put and CARRIED

(7/0)

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

Cr Keith Dunlop SP

- Attended a meeting with Bulletin Resources.

Cr Sue Leighton DSP

- Attended the WALGA Conference from 2 October to 4 October 2022:
 - Heads of Agencies Breakfast – met with Director General Richard Sellers of the Department of Mines, Industry Regulation and Safety to voice our concerns regarding the cost to the Shire and community from mining within the Shire, including the cost and damage to our roads, the cost to our community members' health, etc.
 - Justin Langer Breakfast – 'Stay focussed' theme.
- Attended the Dunnart AGM on 17 October- the group will be relocating to the Fitzgerald Building and joining with the Ravensthorpe Arts Group.

Cr Graham Richardson

No report.

Cr Tom Major

- Attended the WALGA Conference from 2 October to 4 October 2022:
 - AGM – Hon John Carey MLA, Minister for Housing and Local Government regarding the Local Government Act Review: -
 - significant reform is to a reduction in the number of Wards for Tiers 1 and 2. This reform doesn't affect us, as we are Tier 3.
 - discussion on the payment of superannuation to Elected Members in Band 1 and 2 Councils. WALGA will advocate on behalf of EMs.
 - Bernard Salt, Futurist – spoke on the changing demographics.
 - Mr Vasyi Myroshnychenko, Ambassador to Ukraine – very interesting presentation on the devastation of the War in the Ukraine and what it will mean for citizens to rebuild their country. The WA State Government and Mindaroo Foundation have donated considerable funds to the cause. Mr Myroshnychenko spoke about the war not stopping in the Ukraine and Russia, but extending out to other regions.
- RAIN AGM: Peter Daw elected Chairperson, with Jodi Duncan stepping down.

Cr Julia Bell

- 6 September attended the CRC Meeting, FBN – Liz Jack gave a presentation on the Gondwana Link, 'Heartland Journeys' with tickets available from 22 December for 'The Stars Descend' event on Sunday 26 March 2023.
- 1 October attended the Historical Society Meeting – discussion on the relocation of the boilers, the historical plaques maintenance and a comprehensive manuscript on the history of mining in the area.

- 16 October attended the Mystery 4WD Tour hosted by Andy Chapman – very interesting.
- 16 October attended the Community Spirit Newsletter Meeting – the Committee is desperate for new members.
- 17 to 23 October participating in the Birdlife Australia 'Aussie Bird Count', recommended Councillors participate in the count.

Cr Rachel Livingston

- Attended the WALGA Conference from 2 October to 4 October 2022 – a wonderful opportunity to network with interesting topics by Ministers.
- Attended the Rural Medicine Australia (RMA) 2022 Conference in Canberra from 12 to 15 October. Whilst in Canberra met with Ms Amy Crawford, Senior Advisor, Office of The Hon Kristy McBain MP, Federal Minister for Regional Development, Local Government and Territories, to discuss regional and rural health.

Cr Mark Mudie

- Attended a Bush Fire Brigade Meeting on Tuesday 13 September – CESM to fast track courses for volunteers, ensure up to date with legislation.

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

The Chief Executive Officer has approved deputations from the following:

Nil.

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil.

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 PROGRESS REPORT – CORPORATE BUSINESS PLAN 2022/23

File Reference:	Corporate Business Plan
Location:	NA
Applicant:	NA
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	12 October 2022
Disclosure of Interest:	Nil.
Attachments: <u>Pink</u>	CONFIDENTIAL Report Corporate Business Plan and 22/23 Budgeted Projects Update
Previous Reference:	NA

PURPOSE

1. That Council receives the year to date Corporate Business Plan (CBP) 2020-2024 progress report for the period up to 30 September 2022 including;
 - a) Corporate Business Plan; and
 - b) Budgeted Projects.

BACKGROUND

2. The CBP is Council's core strategic document for the 4 year period 2020 to 2024. This CBP activates the Shire of Ravensthorpe Strategic Community Plan (2020-2030) and integrates with other informing strategies including the Long Term Financial Plan and Workforce Plan.
3. This report also provides the status on projects that were endorsed as part of the 2022/23 budget adoption.
4. The Chief Executive Officer (CEO) Key Performance Indicators (KPIs) for the 2022/23 period were adopted by Council (Council decision 36/22) at the June 2022 Ordinary Council Meeting. A progress report including recommendations on the CEO 6 month probation period will be presented for Council consideration at the November OCM.

COMMENT

5. The CEO is required to present to Council an update on the Shire's Corporate Business Plan to keep them informed of the organisation's progress through the year.
6. This report is provided for the period up to 30 September 2022 and reports against status of the Corporate Business Plan Objectives and Strategies.
7. The purpose of this report is to:
 - i. Provide a status update as at 30 September 2022 on the key actions undertaken by the Shire for 2022/23 financial year of the Corporate Business Plan;
 - ii. Demonstrate how the Shire, through the Corporate Business Plan is meeting the Shire's Strategic Community Plan's goals and strategies; and
 - iii. Meet the reporting guidelines of the Integrated Planning Framework.

8. The CBP is structured to meet the SCP objectives and as such is grouped into 5 priority areas addressing Economy; Community; Built Environment; Natural Environment; and Governance and Leadership aspirations of the Ravensthorpe community.
9. Table 1 provides a status report of the CBP actions as at 30 September 2022. Of the 50 actions 37 are on track and 13 are at monitor status.

Table 1 - Corporate Business Plan Status Report

Objective	Actions	Status Complete	Status On track	Status Monitor	Status Intervene
Economy	6	0	3	3	0
Community	15	0	9	6	0
Built Environment	9	0	8	1	0
Natural Environment	8	0	8	0	0
Governance & Leadership	12	0	9	3	0
Total	50	0	37	13	0

10. Table 2 provides a report of the 2022/23 Budgeted Projects as at 30 September 2022. A total of 104 budgeted projects (minor projects and light fleet replacement tasks have been omitted) have been reported on for the 2022/23 period with 6 projects completed, 79 on track and 18 to monitor and 1 to intervene. The intervene project relates to the airport master plan preparation project based on recent notification that the RADS grant will now not be in effect until next financial year. This will be addressed at the mid- year budget review.

Table 2 - Budgeted 2022/23 Projects

Projects	Completed	On Track	Monitor	Intervene
104	6	79	18	1

CONSULTATION

11. Executive Managers and Shire Officers.

STATUTORY ENVIRONMENT

12. *Local Government Act 1995* Part 5 Division 5, s 5.56
Local Government (Administration) Regulations 1996 Part 5, Division 3, r19DA

POLICY IMPLICATIONS

13. Nil.

FINANCIAL IMPLICATIONS

14. Airport Master plan project and associated costs will be considered by Council for rescheduling to the 2023/24 period at the midyear budget review.

RISK MANAGEMENT

15. Risks identified as part of this regular reporting;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance; (operational); CEO does not provide regular updates to Council on performance of strategic objectives.	Possible	Major	High	A CEO KPI is to report on a regular basis to Council on organisational performance each year.
Financial; the failure to regularly report to Council on achievement of strategic objectives and project delivery inhibits Council's ability to make informed budget decisions.	Possible	Major	High	A CEO KPI is to report on a regular basis to Council on organisational performance each year.
Reputational; the failure to provide accurate and timely reporting to Council may cause reputational damage to both Shire organisation and Council.	Possible	Major	High	Regular reporting will ensure the Executive Management team effectively manages delivery of strategic objectives and projects and that Council is provided strong oversight of overall Shire performance.

ALTERNATE OPTIONS

16. Council may decide not to accept the report as presented and request the CEO to either provide more information and/or represent the report once new information is supplied.

STRATEGIC ALIGNMENT

17. This item is relevant to the Council's approved Strategic Community Plan 2030 and Corporate Business Plan 2020-2024.

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies
1.1	To grow business and employment
1.2	The right resources and infrastructure are in place to support local commerce and industry

Outcome 2: Community - This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off

Item	Objectives and Strategies
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life
2.5	Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
3.1	The Shire of Ravensthorpe has appropriate housing choice available to the community
3.2	New development (including commercial) is of a high quality and contributes positively to the character and appearance of the town
3.3	The towns of the Shire have attractive streetscapes in keeping with local character
3.4	It is easy and safe to move around and in and out of the district
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

Outcome 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

Item	Objectives and Strategies
4.1	Maximised resource recovery from waste and safe disposal of residual waste
4.2	Water conservation and water harvesting opportunities are maximised
4.3	The Shire's valued natural areas and systems are protected and enhanced
4.4	Energy is used efficiently and there is an increased use of renewable energy in the Shire

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.5	The value of community owned assets is maintained
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

18. Simple Majority

COUNCIL DECISION

Moved by Cr Leighton, seconded by Cr Major

Resolution: 75/22

That Council RECEIVES the following Progress Reports for the 2022/2023 period as at 30 September 2022:

- Corporate Business Plan; and
- Budgeted Projects.

Motion put and CARRIED

(7/0)

12.2 **CORPORATE SERVICES**

12.2.1 MONTHLY FINANCIAL REPORT – 30 SEPTEMBER 2022

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil.
Author:	Senior Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	12 October 2022
Disclosure of Interest:	Nil.
Attachment: <u>RED</u>	Monthly Financial Reports for September 2022
Previous Reference:	Nil.

PURPOSE

1. 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

2. Council is requested to review the September 2022 Monthly Financial Reports.

COMMENT

3. The September 2022 Monthly Financial Reports are presented for review.

CONSULTATION

4. Executive Team

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. All expenditure has been approved via adoption of the 2022/23 Annual Budget, or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT:

8. The following risks have been identified as part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational – That Council does not receive the financial activity statements as required by S6.4 of the LG Act 1995.	Rare	Insignificant	Very Low	That Council receives the financial activity statements as required by legislation.

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

10. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

Item	Objectives and Strategies
5.5	The value of community owned assets is maintained
5.5.1	Assets renewals and upgrades are funded to the level required to maintain asset value and agreed service levels
5.5.2	Projects are well-planned planned and delivered on time and on budget, with effective and thorough risk management and reporting
5.6	Financial systems are effectively managed
5.6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting), and long-term financial planning requirements

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Richardson, seconded by Cr Mudie

Resolution: 76/22

That Council RECEIVES the 30 September 2022 Monthly Financial Reports as presented.

Motion put and CARRIED

(7/0)

12.2 **CORPORATE SERVICES**

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – SEPTEMBER 2022

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	06 October 2022
Disclosure of Interest:	Nil.
Attachment: <u>Green</u>	Schedule of Payments 30 September 2022 Credit Card Transactions to 01 September 2022 Creditors List of Accounts Paid September 2022
Previous Reference:	Nil.

PURPOSE

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

BACKGROUND

2. Period 01/09/2022 – 30/09/2022

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	9,412	1,344,302	67,653	5,967	0	1,427,333	309,447
Aug	13,186	1,135,858	130,685	3,466	0	1,283,195	302,671
Sep	7,250	996,136	43,399	7,971	0	1,054,756	302,386
Oct					0	0	
Nov					0	0	
Dec					0	0	
Jan					0	0	
Feb					0	0	
Mar					0	0	
Apr					0	0	
May					0	0	
Jun					0	0	
Total	29,848	3,476,296	241,738	17,403	0	3,765,284	914,503
21/22	109,610	11,455,728	1,217,128	101,107	0	12,883,572	4,057,812
20/21	219,357	8,442,181	965,406	135,103	0	9,762,047	3,790,863
19/20	197,977	8,450,678	997,212	102,791	6,319	9,754,977	3,174,082
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

3. 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

4. Senior Finance Officer

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

8. The following risks have been identified;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational; That Council does not receive the list of payments.	Rare	Insignificant	Very Low	That Council receives the list of payments as required by legislation

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

10. This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2018-2022

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies
1.2	The right resources and infrastructure are in place to support local commerce and industry

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

Item	Objectives and Strategies
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie, seconded by Cr Major

Resolution: 77/22

That Council pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of September 2022 be noted.

Motion put and CARRIED

(7/0)

12.3 INFRASTRUCTURE SERVICES

12.3.1 GRAVEL PURCHASING POLICY

File Reference:	Policy Manual
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Executive Manager Infrastructure Services
Authorising Officer	Chief Executive Officer
Date:	11 October 2022
Disclosure of Interest:	Nil.
Attachments: <u>Purple</u>	WS16 Gravel Purchasing Policy (DRAFT)
Previous Reference:	Nil.

PURPOSE

1. To establish a consistent and transparent pricing structure for the procurement of gravel from property owners within the Shire for the purpose of building and maintaining public roads.

BACKGROUND

2. There is no current Shire policy related to the purchase of gravel within the Shire, and prices have been negotiated on a case by case basis, enabling the potential for large increases of price. The most recent price paid by the Shire of Ravensthorpe was \$5.00 per cubic metre excluding GST, whilst in comparison current prices paid by other Shires in the Great Southern area varies between \$1.40 to \$2.50 per cubic metre.
3. Council Officers have found that the Shire of Jerramungup adopted a simple policy 'OP3 Gravel and Sand Acquisition' (see link below) to cover these issues and believe as such a policy would provide a good template for the Shire of Ravensthorpe.

<https://www.jerramungup.wa.gov.au/documents/129/op3-gravel-and-sand-aquisition>

4. This policy makes direct reference to a price set by MRWA, as shown in the table opposite, for their graveling purchasing across Western Australia, which is reviewed annually and published publicly.

APPENDIX 1 HISTORY OF MAIN ROADS COMPENSATION RATES

FINANCIAL YEAR	MAXIMUM RATE \$ per cubic metre	DETAILS
2001-2007	1.00	Determined by comparison with typical local government rates
2007/08	1.20	Increase based on CPI 2001 to 2007
2008/09	1.25	Increase based on CPI
2009/10	1.27	Increase based on CPI
2010/11	1.31	Increase based on CPI
2011/12	1.35	Increase based on CPI
2012/13	1.37	Increase based on CPI
2013/14	1.40	Increase based on CPI
2014/15	1.45	Increase based on CPI
2015/16	1.47	Increase based on CPI
2016/17	1.48	Increase based on CPI
2017/18	1.51	Increase based on 2016/17 CPI
2018/19	1.54	Increase based on 2017/18 CPI
2019/20	1.56	Increase based on 2018/19 CPI
2020/21	1.56	Increase based on 2019/20 CPI
2021/22	1.62	Increase based on 2020/21 CPI
2022/23	1.72	Increase based on 2021/22 CPI

<https://www.mainroads.wa.gov.au/globalassets/technical-commercial/technical-library/materials-engineering/publications/guidelines/operational-guideline-95-extracting-roadbuilding-materials-from-land-in-wa.pdf?v=4a2256>

- Council Officers have prepared a Draft Policy entitled 'WS16 – Gravel Purchasing Policy' for review in Attachment 1.

COMMENT

- Council Officers believe that an open and transparent pricing structure will encourage participation by local landowners and facilitate fair agreements with them.

CONSULTATION

- Executive Management Team and Works Supervisor.
- If the Officer Recommendation is approved then the draft Gravel Policy will be open for public comment. The Policy will then be re-presented to Council for consideration of adoption at a future OCM.

STATUTORY ENVIRONMENT

- Nil.

POLICY IMPLICATIONS

- Adopting this approach will create a new Council Policy 'WS16 Gravel Purchasing Policy' to be added to the existing Policy Manual.

FINANCIAL IMPLICATIONS

- It is envisaged that adopting such a policy will reduce costs in the 2022-23 financial year and enable more reliable budgeting for future years.

RISK MANAGEMENT

- There is a risk that some landowners with gravel will not accept the pricing structure and refuse to sell gravel to the Shire, this would be an unfortunate development, but is considered unlikely as the proposed pricing is determined independently and discussion and consultation is expected to win over such landowners. Worst case scenario would be to take gravel from a pit further from the job and incur some additional costs or scope reduction.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Financial risks	Unlikely	Moderate	Medium	Consultation and discussion with property owners

ALTERNATE OPTIONS

- Continue to negotiate prices on an individual basis and risk price escalation.

STRATEGIC ALIGNMENT

- This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2018-2022

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies
1.2	The right resources and infrastructure are in place to support local commerce and industry

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

Item	Objectives and Strategies
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future

VOTING REQUIREMENTS

15. Simple Majority

COUNCIL DECISION

Moved by Cr Livingston, seconded by Cr Bell

Resolution: 78/22

That Council **APPROVES** the Draft 'WS16 Gravel Purchasing Policy' to be distributed for public comment.

Motion put and **CARRIED**

(7/0)

12.4 DEVELOPMENT AND COMMUNITY

12.4.1 LOT 439 (37) MARTIN STREET, RAVENSTHORPE

File Reference:	A11645
Location:	Lot 439 (37) Martin Street, Ravensthorpe
Applicant:	N/A
Author:	Coordinator of Development Services
Authorising Officer	A/ Executive Manager Development and Community Services
Date:	7 October 2022
Disclosure of Interest:	Nil.
Attachments: <u>Orange</u>	Drainage Survey Map Site Map Draft Management Order
Previous Reference:	N/A

PURPOSE

1. Council to consider the submission for the creation of a Reserve for the purpose of "Drainage" at Lot 439 (37) Martin Street, Ravensthorpe to the Minister of Lands and recommends that Council agree to the acceptance of a Management Order over the land.

BACKGROUND

2. The Shire approached the Department of Planning, Lands and Heritage (DPLH) in March 2021 to consider Lot 439 (37) Martin Street, Ravensthorpe be reserved for the purpose of "Drainage" and to be returned to the Crown.
3. This lot abuts Shire land, Lots 450, 451, 452 and 453 on Spence Street on the back boundary, and provides natural surface drainage from all adjoining lots into Lot 439 Spence Street, and from there water flows naturally into a creek adjacent to Moir Road/Martin Street intersection.
4. Any development on this block would be at risk of flooding.
5. At the time of our enquiry to DPLH, the Shire expressed that it was not interested to gain a Management Order once it becomes a Reserve. However, DPLH was not receptive of creating the Reserve unless the Shire agrees to accept a Management Order.
6. Western Australian Land Authority, trading as Development WA is the owner of this lot and was contacted in regard to this matter.
7. Development WA is in favour of the Shire obtaining the Management Order and a reserve for the purpose of "Drainage" created over this lot.

COMMENT

8. Currently this block functions as the main area drain and the Shire would prefer to keep it in its natural state which would require minimal maintenance.
9. Assessment by the previous Director of Technical Services indicated that an alternative piped drainage system would be costly to construct and maintain.

CONSULTATION

Development WA
Department of Planning, Lands and Heritage
Shire Staff

STATUTORY ENVIRONMENT

The Land Administration Act 1997

Local Government Act 1995

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

RISK MANAGEMENT

10. The following risks were identified as part of this report.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance: Block use changed to other than Drainage	Possible	Minor	Very Low	Management Order Retains block for Drainage Purposes only.
Financial: Associated maintenance cost	Possible	Minor	Very Low	Minimal Annual to Nil maintenance cost anticipated.
Environmental: Potential flooding	Possible	Minor	Very Low	Shire Management Order will ensure block is maintained.
Reputational: No Reputational Risks Identified	Rare	Insignificant	Very Low	NIL.

ALTERNATE OPTIONS

11. Nil.

STRATEGIC ALIGNMENT

12. This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2018-2022.

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies
1.2	The right resources and infrastructure are in place to support local commerce and industry

Outcome 2: Community - This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off

Item	Objectives and Strategies
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
3.2	New development (including commercial) is of a high quality and contributes positively to the character and appearance of the town
3.3	The towns of the Shire have attractive streetscapes in keeping with local character

Outcome 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

Item	Objectives and Strategies
4.1	Maximised resource recovery from waste and safe disposal of residual waste

Item	Objectives and Strategies
4.2	Water conservation and water harvesting opportunities are maximised
4.3	The Shire's valued natural areas and systems are protected and enhanced

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

Item	Objectives and Strategies
5.2	The Council ensures its decisions are well informed and considered

VOTING REQUIREMENTS

13. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie, seconded by Cr Leighton

Resolution: 79/22

That Council APPROVES the submission to create a Reserve for the purpose of "Drainage" over Lot 439 (37) Martin Street, Ravensthorpe, and agrees to accept a Management Order over the newly created Reserve.

Motion put and CARRIED

(7/0)

12.4 DEVELOPMENT AND COMMUNITY

12.4.2 RAVENSTHORPE BUSH FIRE ADVISORY COMMITTEE – ADDITION OF FIRE CONTROL OFFICER

File Reference:	ES.ME.1
Location:	Shire of Ravensthorpe
Applicant:	Bush Fire Advisory Committee
Author:	Community Emergency Services Officer
Authorising Officer	Chief Executive Officer
Date:	11 October 2022
Disclosure of Interest:	Nil.
Attachments:	Nil.
Previous Reference:	ES.ME.1

PURPOSE

1. The Ravensthorpe Bush Fire Advisory Committee (BFAC) seeks Council endorsement of an additional nomination to the Committee, of a Fire Control Officer (FCO) in Munglinup.

BACKGROUND

2. The BFAC recommendation to Council for Fire Control Officers was endorsed by Council at the July 2022 Ordinary Council Meeting under Resolution 39/22. The BFAC is requesting that a further name be added to the Fire Control Officers endorsed at that meeting.

COMMENT

3. The proposed FCO has completed Bush Fire Control Officer training and the Munglinup BFB has requested his inclusion as an FCO.

CONSULTATION

Bush Fire Advisory Committee

STATUTORY ENVIRONMENT

Bush Fire Act 1954

POLICY IMPLICATIONS

Council Policy LO2 Shire of Ravensthorpe Bush Fire Advisory Committee (BFAC)

FINANCIAL IMPLICATIONS

Nil.

RISK MANAGEMENT

4. Risk management under the Bush Fire Brigades Local law 2010.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) Lack of sufficient FCO increases risk of bush fire related events not being adequately serviced by Shire	Rare	Minor	Very Low	Training completed to increase FCO numbers
Financial Increased costs to Shire	Rare	Insignificant	Very Low	Funding through DFES

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Environmental BFBs not adequately resourced leading to increased risk of environmental damage	Rare	Insignificant	Very Low	Training and management under BFB Local Law for more BFB members
Reputational Only if BFBs resourcing is not increased	Rare	Insignificant	Very Low	Continual training and Shire support

ALTERNATE OPTIONS

- Council does not endorse the additional FCO to the Munglinup BFB as recommended by the BFAC.

STRATEGIC ALIGNMENT

- This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2018-2022

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies
1.1	To grow business and employment
1.2	The right resources and infrastructure are in place to support local commerce and industry

Outcome 2: Community - This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off

Item	Objectives and Strategies
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

Outcome 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

Item	Objectives and Strategies
4.2	Water conservation and water harvesting opportunities are maximised
4.3	The Shire's valued natural areas and systems are protected and enhanced

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

7. Simple Majority

COMMITTEE RECOMMENDATION

COUNCIL DECISION

Moved by Cr Leighton, seconded by Cr Livingston

Resolution: 80/22

That Council ENDORSES the Bush Fire Advisory Committee's Recommendation of the addition of Nathan Chapman as a Fire Control Officer for the purposes of the LO2 Shire of Ravensthorpe Bush Fire Advisory Committee, under the Bush Fire Brigades Local Law 2010.

Motion put and CARRIED

(7/0)

13. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
Nil.

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
Nil.

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

Under the Local Government Act 1995, Part 5, Section 5.23, states in part:

2. If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following—

- a) a matter affecting an employee or employees; and**
 - b) the personal affairs of any person; and**
 - c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and**
 - d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and**
 - e) a matter that if disclosed, would reveal —**
 - (i) a trade secret;**
 - (ii) information that has a commercial value to a person; or**
 - (iii) information about the business, professional, commercial or financial affairs of a person,**
where the trade secret or information is held by, or is about, a person other than the local government; and
 - f) a matter that if disclosed, could be reasonably expected to —**
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or**
 - (ii) endanger the security of the local government's property; or**
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;**
- and**
- g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and**
 - h) such other matters as may be prescribed.**

1. At 6.21pm, the Deputy Shire President, Cr Sue Leighton assumed the Chair and requested the Member of the Public, the Shire President, Cr Keith Dunlop and all Shire Officers, with the exception of the Chief Executive Officer, to leave the Council Chamber.

Mrs Karen Sinclair (Visitor) Cr Keith Dunlop (SP); Paul Spencer (EMIS); Natalie Bell (AEMDCS) and Meredith Lee-Curtis (EA) departed Chambers at 6.21pm.

15.1 ELECTED MEMBER MATTER – CONFIDENTIAL

DISCLOSURE OF INTEREST

Cr Keith Dunlop, Shire President declared a Financial Interest.

COUNCIL DECISION

Moved by Cr Livingston, seconded by Cr Richardson

Resolution: 81/22

That Council MOVE BEHIND CLOSED DOORS at 6.21pm to consider the following Confidential Item.

Pursuant to sub sections 5.23 (2) (b) and (d) of the *Local Government Act 1995* which provides:

15.1 ELECTED MEMBER MATTER – CONFIDENTIAL

b) the personal affairs of any person; and

d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;

Procedural Motion Put and CARRIED

(6/0)

Cr Keith Dunlop (SP) was absent for the vote

VOTING REQUIREMENTS

Absolute Majority

COUNCIL DECISION

Moved by Cr Major, seconded by Cr Richardson

Resolution: 82/22

That Council, BY AN ABSOLUTE MAJORITY ADOPT the Confidential Item Recommendation as presented.

Motion put and CARRIED BY AN ABSOLUTE MAJORITY

(5/1)

Cr Keith Dunlop (SP) was absent for the vote

COUNCIL DECISION

Moved by Cr Livingston, seconded by Cr Richardson

Resolution: 83/22

That Council RE-OPEN the meeting at 6.34pm.

Procedural Motion put and CARRIED

(6/0)

Cr Keith Dunlop (SP) was absent for the vote


- At 6.34pm, the Deputy Shire President, Cr Sue Leighton, invited all persons to return to the Council Chamber, and relinquished the Chair back to the Shire President, Cr Keith Dunlop.
- The member of the public did not return to the meeting.

Cr Keith Dunlop (SP); Paul Spencer (EMIS); Natalie Bell (AEMDCS) and Meredith Lee-Curtis (EA) re-entered Chambers at 6.34pm.

16. CLOSURE

There being no further business to discuss the Presiding Member declared the meeting closed at 6.35pm.

These minutes to be confirmed at the meeting of 15 November 2022.

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

Date: 15 November 2022