

## **MINUTES**

For the Council Meeting held on

Thursday 19 April, 2018

Commencing at 5.02 p.m.

In the Council Chambers, Ravensthorpe.



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

In accordance with the Local Government Act 1995 and Administration Regulation 12 (I) it, is hereby notified that as from January 2018 to December 2018, Ordinary Council meetings of the Shire of Ravensthorpe will be held as follows:

January 2018	No meetings scheduled	
12 February 2018	Ravensthorpe Council Chambers- Forum	1 pm
<b>15 February 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
12 March 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>15 March 2018</b>	<b>Hopetoun Community Centre</b>	<b>5 pm</b>
16 April 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>19 April 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
14 May 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>17 May 2018</b>	<b>Hopetoun Community Centre</b>	<b>5 pm</b>
18 June 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>21 June 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
16 July 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>19 July 2018</b>	<b>Hopetoun Community Centre</b>	<b>5 pm</b>
13 August 2018	Ravensthorpe Council Chambers- Forum	1 pm
<b>16 August 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
17 September 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>20 September 2018</b>	<b>Munglinup Recreation Centre</b>	<b>5 pm</b>
15 October 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>18 October 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>
12 November 2018	Ravensthorpe Council Chambers - Forum	1 pm
<b>15 November 2018</b>	<b>Hopetoun Community Centre</b>	<b>5 pm</b>
17 December 2018	Ravensthorpe Council Chambers- Forum	1 pm
<b>20 December 2018</b>	<b>Ravensthorpe Council Chambers</b>	<b>5 pm</b>

**Ratepayers and residents are welcome to attend the council meetings and participate in the Public Question time session which are held at the beginning of each Council Meeting.**

**Ian Fitzgerald  
Chief Executive Officer**

**ORDINARY MEETING OF COUNCIL**  
**HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE**  
**ON 19 APRIL 2018, COMMENCING AT 5.02PM**

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

5.02pm – The presiding person, Cr K Dunlop, declared the meeting open.

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

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

STAFF: Ian Fitzgerald (Chief Executive Officer)  
 Darren Kennedy (Manager of Corporate and Community Services)  
 Darryn Watkins (Manager Engineering Services)

APOLOGIES: Portia Chambers (Executive Assistant)

ON LEAVE OF ABSENCE:

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****5.1 DECLARATION OF INTEREST – CR SMITH 10.4.1**

Councillor/Officer	Item	Nature of Interest	Extent of Interest
Cr Smith	10.4.1	Impartiality	Wife is applicant

**6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS**

NIL

**7. CONFIRMATION OF MINUTES****7.1 COUNCIL MEETINGS – 12 AND 15 MARCH, 2018**

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 7.1
Moved: Cr Smith	Seconded: Cr Goldfinch
That the minutes of the special meeting of council held on 12 March, 2018 and ordinary meeting of council held on 15 March, 2018 be confirmed as a true and correct record of proceedings.	
Carried: 7/0	Res:30/18

**8. SUSPENSION OF STANDING ORDERS**

NIL

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

NIL

**10. REPORTS OF OFFICERS****10.1 MANAGER OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – MARCH 2018****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 31 March, 2018**Author:** Eimear Guidera – Creditors/Payroll Officer**Authorising Officer:** Stacey Howard – Senior Finance Officer**Attachments:** Schedule of Payments to 31 March, 2018  
Credit Card Transactions to 01 March, 2018**Summary:**

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

**Background:****31 March 2018**

<b>FUND</b>	<b>PAYMENT</b>	<b>VOUCHERS</b>	<b>AMOUNTS</b>
<b>Municipal Account</b>	EFTs	EFT8262-EFT8373 Direct Debit	<b>\$2,708,533.94</b>
	Municipal Fund Cheques	000256 - 000269	<b>\$22,516.76</b>
<b>Payroll</b>	Dates	14/03/2018 28/03/2018	<b>\$168,032.78</b>
<b>Superannuation</b>		Direct Debit	<b>\$25,099.44</b>
<b>Bank Fees</b>			<b>\$1,609.00</b>
<b>Shire Credit Card Facility</b>	Westpac VISA	02/02/2018 – 01/03/2018	<b>\$4,897.72</b>
<b>Municipal Account Total</b>			<b>\$2,930,689.64</b>
<b>Trust Account Payments</b>	EFTs	EFT8296-EFT8414	<b>\$36,125.50</b>
	Cheques	000034-000034	<b>\$76.80</b>
<b>Grand Total</b>			<b>\$2,966,891.94</b>

**Comment:**

This schedule of accounts as presented, submitted to each member of the Council, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costing's and the amounts shown have been paid.

**Consultation:**

N/A

**Statutory Obligations:****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:**

N/A

**Budget / Financial Implications:**

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

**Strategic Implications:**

N/A

**Sustainability Implications:**

- **Environmental:**

There are no known significant environmental considerations.

- **Economic:**

There are no known significant economic considerations.

- **Social:**

There are no known significant social considerations.

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.1
Moved: Cr Dickinson	Seconded: Belli
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of March 2018, be noted.	
Carried: 7/0	Res: 31/18



**10.1.2 MONTHLY FINANCIAL REPORT – 31 MARCH 2018****File Ref:****Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 11 April 2018**Author:** Darren Kennedy – Manager Corporate & Community Services**Authorising Officer:** Not applicable**Attachments:** Yes – Monthly Financial Reports for March 2018

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**Summary:**

This report presents the monthly financial report for March 2018 to Council which is provided as an attachment to the agenda. The recommendation is to receive the March monthly financial report.

**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 2017/2018 Budget adopted by Council on 17 August 2017 and the 2017/18 Budget Review adopted by

Council on 15 February 2018. 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

Senior Finance Officer

**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 Goldfinch	Seconded: Cr Smith
That Council receive the Monthly Financial Reports for the period ending 31 March 2018 in accordance with Section 6.4 of the Local Government Act 1995.	
Carried: 7/0	Res: 32/18

**10.1.3 REQUEST TO WRITE OF RATES – A14275**

<b>File Ref:</b>	<b>A14275</b>
<b>Applicant:</b>	Internal
<b>Location:</b>	Mining Tenement E74/00564
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	5 April, 2018
<b>Author:</b>	Kirra Hasleby – Rates Officer
<b>Authorising Officer:</b>	Darren Kennedy Manager Corporate & Community Services
<b>Attachments:</b>	None

**Summary:**

Mining tenement E74/00564 was made non-rateable following advice that the tenement was surrendered effective 26/10/2017.

This item addresses rates outstanding and recommends the write off of \$1,809.44 as cost effective debt recovery options have been exhausted.

**Background:**

Tenement holder is a recidivist non payer of mining tenement rates with the Shire previously writing off the following amounts:

A737	\$2,886.43	May 2014
A14105	\$2,047.64	June 2017

No payments have ever been received on assessment A14275 which was created on 4/7/2016 and cancelled on 26/10/2017.

Outstanding Balance breakdown;

Levies	Receipts	Balance	Description
\$ 300.80	\$ -	\$ 300.80	Rates – Current 2017/18
\$ 912.44	\$ -	\$ 912.44	Rate – Arrears s
\$ 240.40	\$ -	\$ 240.40	Interest
\$ 355.80	\$ -	\$ 355.80	Legal Charges
<b>\$1,809.44</b>	<b>\$ -</b>	<b>\$1,809.44</b>	<b>*** TOTALS ***</b>

**Comment:**

The Shire only holds a mailing address for the Tenement holder although has received returned mail. Multiple skip traces have been completed to no effect by the Council's debt

recovery agent. Further debt recovery is not recommended given past history and the low probability of success.

To mitigate potential future losses the following actions are being investigated and discussed with the Council's debt recovery agent:

- Shires ability to lodge a default on the credit file of the Tenement holder.
- Request to the Department of Mines, Industry Regulation and Safety that they take into account the Tenement holders past credit history when accessing any future tenement applications.

**Consultation:**

AMPAC – Debt recovery agent

Department of Mines, Industry Regulation and Safety

**Statutory Obligations:**

*Local Government Act (1995)* Section 6.12 (1) (c) allows Council to write off any amount of money.

**Policy Implications:**

There is no current Debt Collection policy. A draft policy is being developed and will be submitted to Council for consideration in May.

**Budget / Financial Implications:**

\$1,809.44 write off can be accommodated within the Annual budget allocation of \$5,000, which is currently drawn to \$2,033.50.

**Strategic Implications:**

Nil

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations.
- **Economic:**  
Mining tenements provide an indicator of the future prospects of the mining and associated service industries within the Shire. Surrender of tenements could also be an indicator that the Shire's UV Mining minimum rate needs to be reviewed as part of the annual differential rates deliberations by Council.

- **Social:**

There are no known significant social considerations.

**Voting Requirements:**

Absolute majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.3
Moved: Cr Dickinson	Seconded: Cr Smith
That Council write-off the balance of outstanding rates and interest owing on A14275, under the provision of Section 6.12 of the Local Government Act 1995.	
Carried by absolute majority: 7/0	Res: 33/18

**10.1.4 DIFFERENTIAL RATES 2018/19****File Ref:**

<b>Applicant:</b>	Not applicable
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	12 <sup>th</sup> April, 2018
<b>Author:</b>	Darren Kennedy - MCCS
<b>Authorising Officer:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Attachments:</b>	Objectives and Reasons for Proposed Differential Rates 2018/19 & Ravensthorpe 18/19 Model

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**Summary:**

This report recommends Council adopt a system of differential rating for the 2018/19 financial year to help maintain equality in the rating of properties.

**Background:**

Council adopted a system of differential rating for the first time in 2015/16 financial year. As part of the budget setting process for 2018/19 council need to decide if differential rating is to be retained. This is because differential rating requires a set process to be followed as per the *Local Government Act (1995)* that requires ministerial approval to be sought and obtained prior to rates being struck for the year.

**Comment:**

Section 6.36 of the *Local Government Act (1995)* allows Council to implement a system of differential rating subject to adoption by Council, public advertising, and approval from the Minister for Local Government and Communities before being applied.

The Act allows for differential rates to be applied to help overcome an issue where the land use within the rating category is completely different and therefore valuations are significantly different. The use of differential rating helps to ensure equality within the rating system.

The continued evolution of the differential rating model has this year focused on three prime areas as follows:

- **GRV TRANSIENT WORKFORCE / SHORT STAY ACCOMODATION**

The Shire received the following advice from the Ministers Office when approving the above differential general rates for 2017/18

*“From 2018/19 the Shire needs to actively reduce the rate in the dollar and reliance on the GRV Transient Workforce Accommodation and GRV Short Stay Accommodation categories if Ministerial approval is to be granted”*

Taking the above on board the differential rate for this category has been kept at 2017/18 levels. The reliance on this category has been addressed by the proposed rate in the dollar increase in other differential categories and in particular the UV Mining category that was created for the first time in 2017/18.

- **UV MINING GENERAL RATE**

The Shire’s current UV rateable value is approximately \$186M.

Of this value, only \$2.2M or 1% relates to mining.

As a result mining has historically attracted the same rate in the dollar as agriculture which is the major land use for the UV category. Shires with a similar agriculture / mining UV valuation base address this by imposing a differential general rate on mining assessments to better reflect the impact and costs of this activity within the community.

The differential rate proposed for 2018/19 remains below comparable Shires and allows the Shire to transition to a differential rating model for mining that better reflects the cost to the Shire for servicing this industry.

- **MINIMUM RATES**

Benchmarking and comparability between Local Governments is a desired outcome of the Integrated Planning and Reporting Framework.

Overtime, the general minimum rate for Ravensthorpe has become high relative to similar Shires. The rates model attached, proposes to commence addressing this by reducing the previous general minimum from \$938.40 to \$850. A lower minimum of \$300 is proposed for the UV Mining category to ensure compliance with the requirement to have no more than 50% of a differential category on the minimum rate.



Taking into account the above, the model attached delivers an increase in rate income for 2018/19 of approximately 5.05%. This is only marginally lower than that outlined in the long term financial plan of 5.5%.

The proposed rates in the dollar for 2018/19 are outlined below and in the attached model:

<b>RATING CATEGORY</b>	<b>2017/18 RATE Cent in \$</b>	<b>2018/19 RATE Cent in \$</b>
<b>GRV Residential</b>	10.8901	11.4890
<b>GRV Commercial</b>	12.2287	12.9010
<b>GRV Industrial</b>	14.4197	15.1406
<b>GRV Transient Workforce / Short Stay</b>	30.1308	30.1308
<b>UV</b>	0.9620	1.0197
<b>UV Mining</b>	1.0889	8.0000
<b>Minimum – all categories</b>	\$938.40	
<b>Minimum – Except UV Mining</b>		\$850
<b>Minimum – UV Mining</b>		\$300

**Consultation:**

No community consultation has been undertaken but will be once adopted by Council as required by section 6.36 of the Local Government Act 1995.

The Minister for Local Government will need to ratify any different rating to be applied.

**Statutory Obligations:**

Sections 6.33, 6.35 and 6.36 of Local Government Act 1995.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

It is estimated the overall rate yield, based on the proposed rates in the dollar, in 2018/19 will be \$4.2 million.

**Strategic Implications:**

Strategic Community Plan 2014 – 2024

Theme 4 – Civic Leadership: 4.1 Financial Sustainability.

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations.
- **Economic:**  
There are no known significant environmental considerations.
- **Social:**  
There are no known significant social considerations.

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION		ITEM 10.1.4
Moved: Cr Dickinson		Seconded: Cr Smith
That Council		
1) Endorse the following differential rates across all categories to form the basis of the proposed rate setting for the 2018/19 budget.		
	Cost in \$	Minimum
GRV Residential	0.114890	\$850.00
GRV Commercial	0.129010	\$850.00
GRV Industrial	0.151406	\$850.00
GRV – Transient Workforce Camps / Short Stay Accommodation	0.301308	\$850.00
UV - Rural	0.010197	\$850.00
UV – Mining	0.080000	\$300.00
2) Adopt the Objectives and Reasons for the Proposed Differential rates for 2018/19		
3) Authorise the Chief Executive Officer to advertise the differential rates and call for submissions in accordance with the Local Government Act 1995 – Section 6.36 – for a minimum of 21 days		
4) Authorise the Chief Executive Officer to seek Ministerial approval under Section 6.33 of the Local Government Act 1995 to impose the differential rates at the end of the advertising period, subject to no submissions being received.		
Carried: 7/0		Res: 34/18

**10.2      MANAGER OF PLANNING AND DEVELOPMENT**  
NIL

**10.3      MANAGER OF ENGINEERING SERVICES**  
NIL

## 10.4 CHIEF EXECUTIVE OFFICER

*Prior to any consideration of Item 14.4.1 Cr Smith made the following declaration:*

*I am married to the applicant of this item and as a consequence there may be a perception that my impartiality on this matter may be affected.*

*5.06PM Cr Smith left the meeting and did not vote on the item.*

### 10.4.1 APPLICATION FOR EXEMPTION TO KEEP MORE THAN THE PRESCRIBED NUMBER OF DOGS

**File Ref:**

<b>Applicant:</b>	Marie-Anne Smith
<b>Location:</b>	16 Carlisle Street, Ravensthorpe
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	9 April 2018
<b>Author:</b>	Stacey Jaskiewicz – Ranger Services
<b>Authorising Officer:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Attachments:</b>	Attachment 1: Application for Exemption Attachment 2: Neighbour Submission Form

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**Summary:**

An application has been received from Marie-Anne Smith requesting permission to keep three dogs at her property at 16 Carlisle Street, Ravensthorpe. She currently owns two American Staffy's which are micro-chipped and registered. The third dog which she owns is a Beagle, 14 years old which is also registered, but clinically exempt from micro-chipping.

**Background:**

It is a requirement of the Ravensthorpe Shire Council's Dogs Local Law (2011) that the maximum number of dogs that can be kept on a premise within a town site is two unless an exemption is granted by Council under the provisions of section 26(3) of the Dog Act 1976 (as Amended).

**Comment:**

It is recommended that Council agree to the granting of an exemption for the keeping of three dogs at 16 Carlisle Street subject to the following conditions:

- That the exemption be reviewed in twelve months to ensure that no adverse problems have been experienced as a result of the exemption, and
- That Council reserve the right to withdraw the exemption at any time if any major or substantial problems are experienced prior to the review period.
- That the exemption applies only to the dogs nominated by the applicant.
- Each dog on the property must be registered with the Shire of Ravensthorpe.
- Upon the death or permanent removal of any of the nominated dogs a maximum of two dogs only will be permitted to be kept on this property

**Site Inspection Undertaken:** Yes

**Site Inspection:** The Shire Ranger inspected the property and has advised that there are no reasons to withhold the granting of an exemption to keep three dogs at the property. The property is adequately fenced to contain the dogs.

**Consultation:**

The Shire Ranger has liaised with adjoining neighbours Sharyn and Michael Gairen. A Neighbour Submission form was provided, and feedback returned stated that the current neighbours have no obligations to Marie-Anne Smith keeping three dogs. The Shire Ranger has considered that there are no valid reasons for withholding such approval.

**Statutory Obligations:**

Dog Act 1976 (As Amended)

Ravensthorpe Shire Council Dogs Local Law (2011)

**Policy Implications:**

N/A

**Budget / Financial Implications:**

N/A

**Strategic Implications:**

N/A

**Sustainability Implications:**

- **Environmental:**

There are no known significant environmental considerations.

- **Economic:**

There are no known significant economic considerations.

- **Social:**

Keeping of dogs in a town site may impact on the social cohesion of a community if the dogs create a nuisance.

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.4.1
Moved: Cr Dickinson	Seconded: Cr Major
That Council: approve an exemption for the keeping of three dogs at 16 Carlisle Street Ravensthorpe subject to the following conditions:	
That the exemption be reviewed in twelve months' time to ensure that no adverse problems have been experienced as a result of the exemption,	
and;	
That Council reserve the right to withdraw the exemption at any time if any major or substantial problems are experienced prior to the review period.	
The exemption applies only to the dogs nominated by the applicant.	
Each dog must be registered with the Shire of Ravensthorpe.	
Upon the death or permanent removal of any of the nominated dogs a maximum of two dogs only will be permitted to be kept on this property.	
Carried: 6/0	Res: 35/18

*5.07PM Cr Smith returned to the meeting.*

**10.4.2 BUSHFIRE ADVISORY COMMITTEE MEETING – 10 APRIL 2018**

<b>File Ref:</b>	
<b>Applicant:</b>	Not applicable
<b>Location:</b>	Shire of Ravensthorpe
<b>Disclosure of Officer Interest:</b>	Not applicable
<b>Date:</b>	12 April 2018
<b>Author:</b>	Ashley Peczka – Community Emergency Services Officer
<b>Authorising Officer:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Attachments:</b>	Yes – Ravensthorpe BFAC Minutes

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**Summary:**

Consideration of recommendation from the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 10<sup>th</sup> April 2018.

**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 10.4.2
Moved: Cr Belli	Seconded: Cr Major
That the Minutes of the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 10th April 2018 be received and the recommendations within be adopted.	
Carried: 7/0	Res: 36/18



**10.4.3 BUSHFIRE ADVISORY COMMITTEE AGM – 10 APRIL 2018**

<b>File Ref:</b>	
<b>Applicant:</b>	Not applicable
<b>Location:</b>	Shire of Ravensthorpe
<b>Disclosure of Officer Interest:</b>	Not applicable
<b>Date:</b>	12 April 2018
<b>Author:</b>	Ashley Peczka – Community Emergency Services Officer
<b>Authorising Officer:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Attachments:</b>	Yes – Ravensthorpe BFAC AGM minutes

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**Summary:**

Consideration of recommendation from the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 10<sup>th</sup> April 2018.

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 10.4.3
Moved: Cr Major	Seconded: Cr Smith
That the Minutes of the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 10 <sup>th</sup> April 2018 be received with Council to endorse all appointments of Fire Control Officer positions as per the BFAC AGM minutes.	
Carried: 7/0	Res: 37/18

**10.4.4 ANNUAL LOCAL GOVERNMENT CONVENTION****File Ref:****Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 10<sup>th</sup> April 2018**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** None

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**Summary:**

The 2018 WA Local Government Convention is to be held in Perth from 1<sup>st</sup> to 3<sup>rd</sup> August 2018 with this year's theme "Ready and Relevant".

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 2017 Annual General Meeting Council nominated the Shire President and Deputy President as their voting delegates with the Chief Executive Officer as the proxy (proxy was not required).

**Comment:**

The 2018 Convention information brochures and registration form have not been received as yet but it is anticipated there will be presentations from Ministers and on current topics of interest and relevance to local government over the coming years.

Based on previous conventions there will be a number sessions that will 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 normal practice is to have a number of training courses 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 10.4.4
Moved: Cr Smith	Seconded: Cr Dickinson
That Council nominate Councillors Dunlop and Belli as their voting delegates to the 2018 Annual General Meeting and Councillors Major and Smith as proxy delegates.	
Carried: 7/0	Res:38/18

**10.4.5 NATIONAL GENERAL ASSEMBLY****File Ref:****Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 9 April, 2018**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** Nil

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**Summary:**

The 2018 National General Assembly hosted by the Australian Local Government Association is due to be held in Canberra from 17-20 June 2018 – noting this clashes with the Council Forum Workshop meeting scheduled for Monday 18<sup>th</sup> June. The Council meeting is scheduled for Thursday 21<sup>st</sup> June.

This report recommends two representatives attend the conference.

**Background:**

Council has previously sent delegates who have reported back to Council the benefits of attending.

**Comment:**

This year the conference will run under the theme “Australia’s Future – Make it Local.” The conference will be held from Monday 18<sup>th</sup> June to Wednesday 20<sup>th</sup> June. In addition on Sunday the 17<sup>th</sup> a Regional Cooperation and Development Forum with a theme of “Collaboration – A Catalyst for Success” will be held. The Shire President and Chief Executive Officer attended this forum last year and found that it was not of much relevance as in previous years.

The Prime Minister and Leader of the Opposition are listed as speakers as is the Federal Minister for Local Government.

Topics listed for discussion include:

- The Australian Political Landscape
- Gender Diversity in Local Government
- Balancing Innovation and the Public Interest
- Population and the Policy Imperative – Bernard Salt
- Building Tomorrow’s Communities

- Local Government and the Federal Election
- How to Create Resilient Communities

A number of these topics are very relevant and with a federal election looming it will be an opportunity to hear and discuss the future role seen for local government and importantly the financial and program support that will be provided from the federal government. In addition, there would be an opportunity to arrange meetings with Ministers and their staff to discuss issues of concern to our community including aged care and our on-going flood recovery program.

**Consultation:**

Nil

**Statutory Obligations:**

Nil

**Policy Implications:**

Nil

**Budget / Financial Implications:**

The cost per delegate to attend including registration fees flights and accommodation will be approximately \$3,000 (based on prices available at time of preparing this report) but will be subject on available flights and accommodation at the time of booking.

There is provision in the current budget for this expenditure that would allow for up to 3 delegates to attend the conference.

**Strategic Implications:**

Attendance at the conference will give the delegate to hear firsthand proposed changes in support or programs that may affect local government under the re-elected government especially considering the tight financial position both the federal and state governments are currently in. There will also be the opportunity to meet with our federal members of parliament and local government colleagues from across Australia.

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations.
- **Economic:**  
There are no known significant economic considerations.
- **Social:**  
There are no known significant social considerations.

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION	ITEM 10.4.5
<p>That Council nominate Councillor _____ and the Chief Executive Officer to attend the 2018 National General Assembly and the Regional Cooperation and Development Forum in Canberra 18 -20 June 2018.</p>	

COUNCIL DECISION	ITEM 10.4.5
Moved: Cr Goldfinch	Seconded: Cr Smith
<p>That Council not send any delegates to the 2018 National General Assembly in Canberra.</p>	
Carried: 7/0	Res: 39/18

*Reason for change: Council felt that cost could not be justified with little or no benefit to the Shire of Ravensthorpe.*

**10.4.6 DELEGATIONS REGISTER**

<b>File Ref:</b>	Delegation Register
<b>Applicant:</b>	Not applicable
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	10 April 2018
<b>Author:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Yes -Copy of Delegations Register

**Summary:**

The purpose of this report is for Council to review existing delegations to the Chief Executive Officer, consider new delegations and approve the Delegated Authority Register.

**Background:**

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

Delegations under other legislation are made directly to the officer concerned.

Council last reviewed delegations in February, 2017.

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

**Comment:**

The Chief Executive Officer has reviewed the current Delegated Authority Register and recommends adoption of the register as presented.

The Delegations Register has been prepared in the same format this year as in past years. Delegations to other officers are clearly identified for ease of both Councillors and staff use.

Councillors will also note that the authority to issue purchase orders and the officer's delegated limit are clearly identified.

Under the Town Planning Scheme Council can only delegate to the Chief Executive Officer, the Chief Executive Officer can on delegate to another employee however as



the planning services are contracted out duties and powers cannot be on delegated. The planners from the Shire of Esperance have provided input into this section of the Delegation Register presented.

**Consultation:**

Contract Town Planner

Contract Health/Building Officer

**Statutory Obligations:**

Section 5.42 of the Local Government Act 1995 gives power to a Council to delegate to the Chief Executive Officer the exercise of its powers and functions; prescribes those functions and powers which cannot be delegated; allows for a Chief Executive Officer to further delegate to an employee and states that the Chief Executive Officer is to keep a register of delegations. The delegations are to be reviewed at least once each financial year by the Council and the person exercising a delegated power is to keep appropriate records.

**Policy Implications:**

Where a Policy exists for an activity/function that has been delegated the Chief Executive Officer is to adhere to that policy.

**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:**

Absolute majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.4.6
Moved: Cr Smith	Seconded: Cr Belli
That Council adopts the 2018 Delegations Register as presented.	
Carried by absolute majority: 7/0	Res: 40/18

**11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING****12.1 ELECTED MEMBERS**

COUNCIL DECISION	ITEM 12.1.1
Moved: Cr Dickinson	Seconded: Cr Goldfinch
That Council consider a late item in relation to garden staff and Ravensthorpe Streetscape.	
Carried: 7/0	Res: 41/18

COUNCIL DECISION	ITEM 12.1.1
Moved: Cr Dickinson	Seconded: Cr Smith
That Council acknowledge the efforts of the garden staff in the development and maintenance of the gardens established through the Martins Street Streetscape project.	
Carried: 7/0	Res: 42/18

## 12.2 OFFICERS

COUNCIL DECISION	ITEM 12.2.1
Moved: Cr Dickinson	Seconded: Cr Belli
That Council accept and consider late item 12.2.1 – Pool Closure Date 2018.	
Carried: 7/0	Res: 43/18

### 12.2.1 POOL CLOSURE DATE 2018

**File Ref:**

<b>Applicant:</b>	Councillor Tom Major
<b>Location:</b>	Ravensthorpe Swimming Pool
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	18 April 2018
<b>Author:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Authorising Officer:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Attachments:</b>	None

**Summary:**

Councillor Major has requested consideration be given to delaying the closure of the Ravensthorpe Swimming Pool by one week to Sunday 29<sup>th</sup> April.

The current date of closing – 22<sup>nd</sup> April was advertised at the start of the swimming season when the opening and closing dates were advertised.

There are costs associated with keeping the pool open, especially given the low usage numbers at this time of the year.

**Background:**

Each year the administration set the opening and closing dates for the Ravensthorpe Swimming Pool.

In 2016/17 the pool opened 1<sup>st</sup> October 2016 and closed 2<sup>nd</sup> April 2017. The advertised dates for 2017/18 are 1<sup>st</sup> October 2017 to 22<sup>nd</sup> April 2018.

Even though the pool does not have a life guard on duty there are still considerable costs incurred by Council in having the pool open for a relatively low usage number.

**Comment:**

The costs to maintain the pool and the associated toilets/changerooms plus the pool surrounds (lawns etc) over the past 3 financial years with the associated income are:

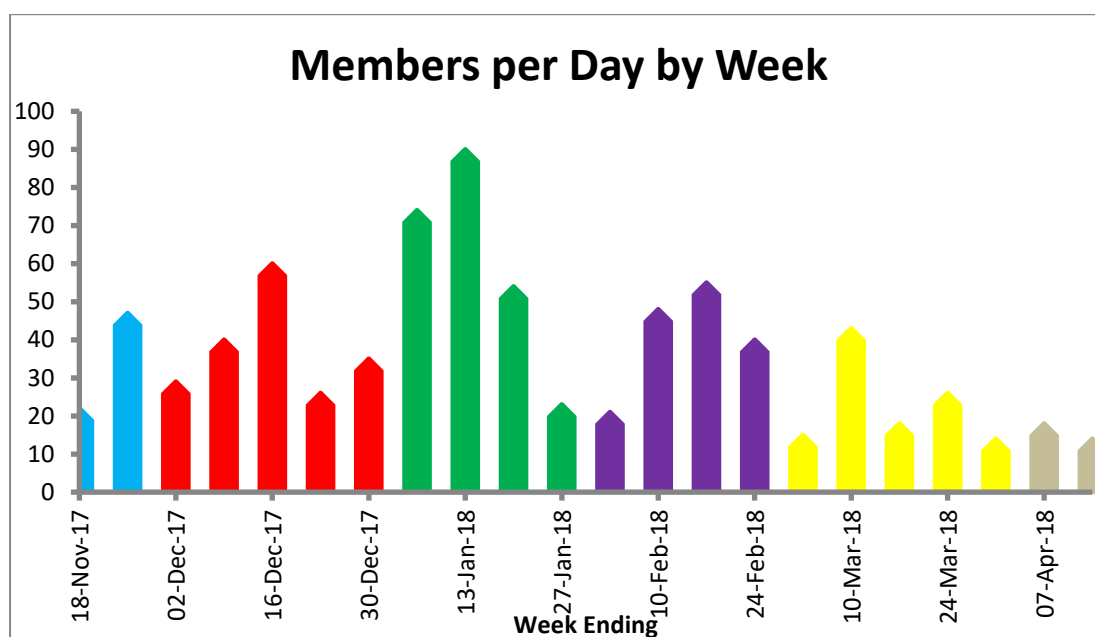
	2015/16	2016/17	2017/18 – to date
Pool	84,064	92,389	75,885
Buildings	8,910	6,118	7,776
TOTAL COST	92,974	98,507	83,661
INCOME	5,113	4,918	4,729

These figures show the substantial loss incurred each year in the provision of the swimming pool facility – on average a loss of over 2% of rate revenue each year and this is excluding any contributions made towards capital improvements. The cost of water, power and sewerage are all met by the Department of Education otherwise the cost to Council would be considerably increased.

The current agreement with the Department of Education runs to December 2024 with a further term of 5 years to December 2029.

The cost to run the pool per week varies depending on when chemicals are purchased but during the peak season the costs per week over the past 3 years have averaged out at approximately \$2,400 wherein the offseason the costs are approximately \$700.

The pool usage numbers are very low at this time of the year. The chart below shows the attendance numbers per week from November to now. The best figure was the week ending 13<sup>th</sup> January with 87 members registered as entering the pool down to a low of 11 for last week.



The Table below outlines the weather forecast for the next 12 days – sourced from the Weather Network.

	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue
DATE	20	21	22	23	24	25	26	27	28	29	30	1
DAY	22°	28°	29°	22°	19°	21°	25°	25°	24°	19°	21°	17°
NIGHT	13°	15°	16°	14°	12°	13°	16°	15°	14°	16°	15°	14°

The issues to be considered in extending the pool season include the additional cost of operating the pool, the loss of other duties being completed by staff, and the potential of setting a precedent in agreeing to a request for a minority of the community. The delaying of the pool closure is not supported by the administration.

**Consultation:**

Nil

**Statutory Obligations:**

Local Government Act 1995

**Policy Implications:**

N/A

**Budget / Financial Implications:**

Should the pool open for an extra week there will be an increased operating cost of approximately \$1,600 - \$1,700. The other cost is the loss of other duties normally completed during the off-season by staff that manage the pool including sign and road maintenance.

**Strategic Implications:**

Provision and maintenance of recreation and community resources	3.5.1	Maintaining and improving recreational and community resource facilities in the Shire.
	3.5.2	Increased utilisation of facilities

Financial Sustainability	4.1.1	A financially sustainable local government.
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**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations.
- **Economic:**  
There are no known significant economic considerations.
- **Social:**  
There are no known significant social considerations.

**Voting Requirements:**

Simple majority

**OFFICER RECOMMENDATION**

ITEM 12.2.1

That Council retain the Ravensthorpe Swimming Pool closure date of Sunday 22<sup>nd</sup> April 2018.

**COUNCIL DECISION**

ITEM 12.2.1

Moved: Cr Major

Seconded: Cr Dickinson

That Council

- 1) Resolve to keep the Ravensthorpe Swimming Pool Open until Sunday 29<sup>th</sup> April 2018.
- 2) For future seasons the closing date of the pool season to be the last Sunday of the April school holidays.

Carried: 7/0

Res: 44/18

*Reason for change: Council felt the additional cost was minimal and their role was of service provision.*



**13. MATTERS BEHIND CLOSED DOORS**

COUNCIL DECISION

ITEM 13

Moved: Cr Dickinson

Seconded: Cr Goldfinch

That Council close the meeting to the public to allow discussion on a matter regarding a matter relating to staff.

Carried: 7/0

Res: 45/18

5.27PM *All staff and Councillors remained in the meeting.*

COUNCIL DECISION

ITEM 13

Moved: Cr Dickinson

Seconded: Cr Smith

That Council re-open the meeting to the public.

Carried: 7/0

Res: 46/18


5.29PM *Council meeting re-opened to the public.*

*No items were voted on during the closed meeting.*

**14. CLOSURE OF MEETING – 5.30PM**

These minutes were confirmed at the meeting of the 17 May 2018

Signed: \_\_\_\_\_

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

Date: 17 May 2018