



## **MINUTES**

For the Council Meeting held on

Thursday March 19, 2015

Commencing at 5.06 p.m.

In the Progress Association, Hopetoun.

**ORDINARY MEETING OF COUNCIL**  
**HELD IN THE PROGRESS ASSOCIATION BUILDING, HOPETOUN**  
**ON 19 MARCH 2015, COMMENCING AT 5.06PM**

<b>CONTENTS</b>	<b>PAGE</b>
1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS .....	3
2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE .....	3
3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE .....	3
4. PUBLIC QUESTION TIME .....	3
5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST ...	3
5.1 APPLICATION FOR LEAVE OF ABSENCE – .....	3
6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS.....	4
6.1 HOPETOUN COMMUNITY RESOURCE CENTRE .....	4
6.2 HOPETOUN PROGRESS ASSOCIATION .....	4
7. CONFIRMATION OF MINUTES.....	4
7.1 COUNCIL MEETING – FEBRUARY 19, 2015.....	4
8. SUSPENSION OF STANDING ORDERS.....	4
9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS.....	5
10. REPORTS OF OFFICERS.....	6
10.1 DEPUTY CHIEF EXECUTIVE OFFICER .....	6
10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – FEBRUARY 2015 .....	6
10.1.2 MONTHLY FINANCIAL REPORT – 28 FEBRUARY 2015.....	9
10.1.3 COMPLIANCE AUDIT RETURN - 2014 .....	12
10.1.4 ANNUAL BUDGET REVIEW -2014 / 2015 FINANCIAL YEAR .....	15
10.2 MANAGER OF PLANNING AND DEVELOPMENT.....	21
10.3 MANAGER OF ENGINEERING SERVICES .....	22
10.4 CHIEF EXECUTIVE OFFICER .....	23
10.4.1 COUNCIL ORDINARY ELECTIONS 2015.....	23
10.4.2 RAVENSTHORPE WILDFLOWER SHOW - HERBARIUM.....	27
11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	30
12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING .....	30
12.1 ELECTED MEMBERS .....	30
12.1.1 CR GAIREN – DR H LOCHNER.....	30
12.2 OFFICERS .....	30
13. MATTERS BEHIND CLOSED DOORS .....	30
14. CLOSURE OF MEETING – 6.07PM.....	30

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

5.06pm – the presiding person, Cr Goldfinch, declared the meeting open.

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

MEMBERS: Cr Ian Goldfinch (Shire President)  
 Cr Keith Dunlop (Deputy Shire President)  
 Cr Ken Norman  
 Cr Andrew Duncan  
 Cr Julianne Belli  
 Cr Sharyn Gairen  
 Cr Angela Kelton

STAFF: Ian Fitzgerald (Chief Executive Officer)  
 Keith White (Deputy Chief Executive Officer)  
 Darryn Watkins (Manager Engineering Services)  
 Portia Ridout (Executive Assistant)

APOLOGIES:  
 NIL

ON LEAVE OF ABSENCE:  
 NIL

ABSENT:  
 NIL

**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 APPLICATION FOR LEAVE OF ABSENCE –**

**CR DUNLOP HAS REQUESTED LEAVE FOR THE ORDINARY COUNCIL MEETINGS ON 16 APRIL AND 21 MAY 2015.**

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 5.1
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Moved: Cr Gairen

Seconded: Cr Belli

That the leave of absence be granted to Cr Dunlop for the ordinary Council meetings to be held on 16 April and 21 May, 2015.

Carried: 7/0

Res: 15/15

## 6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS

### 6.1 HOPETOUN COMMUNITY RESOURCE CENTRE

5.08pm Kay Wilson –

The Hopetoun Community Resource Centre are seeking a \$10,000 donation to be considered in the 2015/2016 Shire budget to help with the provision of visitor information at the Recourse Centre.

They provided visitor numbers from the last three years that showed the visible increase in tourists visiting the area and the centre seeking information.

Without the donation they would not be able to open the centre for as many hours as they would like to.

### 6.2 HOPETOUN PROGRESS ASSOCIATION

5.30pm – Elizabeth Aberline

The Hopetoun Progress Association wanted to know if it as possible for a table and chairs to be placed under the tree opposite the ANZAC Memorial on Veal Street.

They Shire Engineer replied that the Shire has a setting that could be used but they would have to check to see who owned the land.

## 7. CONFIRMATION OF MINUTES

### 7.1 COUNCIL MEETING – FEBRUARY 19, 2015

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 7.1
Moved: Cr Dunlop	Seconded: Cr Gairen
That the minutes of the meeting of council held on February 19, 2015 be confirmed as a true and correct record of proceedings.	
Carried: 7/0	Res: 16/15

## 8. SUSPENSION OF STANDING ORDERS

NIL

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

*The Shire President Ian Goldfinch spoke to the Council, staff and gallery about recent issues within the Shire involving drugs and the inability of the Ravensthorpe Hospital and the Local Doctor to work together.*

*Cr Goldfinch felt that Council had put him in a position of not being able to speak or act on matters that the residents of the Shire believe are critical to their future wellbeing.*

*Cr Goldfinch then announced that he would be standing down from the position of Shire President.*

*5.38pm - Cr Ian Goldfinch left the meeting.*

*5.39pm - Cr Keith Dunlop took over the meeting as chair.*

**10. REPORTS OF OFFICERS****10.1 DEPUTY CHIEF EXECUTIVE OFFICER****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – FEBRUARY 2015****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 28<sup>th</sup> February, 2015**Author:** Stacey Addis – Senior Finance Officer**Authorising Officer:** Keith White – Deputy Chief Executive Officer**Attachments:** Schedule of Payments to 28<sup>th</sup> February, 2015  
Credit Transactions to 26<sup>th</sup> January, 2015**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:****28<sup>th</sup> February 2015**

<b>FUND</b>	<b>PAYMENT</b>	<b>VOUCHERS</b>	<b>AMOUNTS</b>
<b>Municipal Account</b>	EFTs	EFT3874-EFT3988	<b>\$864,260.13</b>
		39375-39433	<b>\$82,071.09</b>
	Municipal Fund Cheques		
<b>Payroll</b>	Dates	04/02/2015-19/02/2015	<b>\$152,246.37</b>
<b>Bank Fees</b>			<b>\$521.97</b>
<b>Municipal Account Total</b>			<b>\$1,099,099.56</b>
<b>Shire Credit Card Facility</b>	Westpac VISA	27/01/2015-25/02/2015	<b>\$2,838.67</b>
<b>Trust Account Payments</b>	EFTs	EFT3894,EFT3896, EFT3993	<b>\$37,276.80</b>
	Trust Cheques	1294-1295	<b>\$40.00</b>
<b>Grand Total</b>			<b>\$1,139,255.03</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:**

Not applicable.

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

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

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

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

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

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

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

**Policy Implications:**

Nil

**Budget / Financial Implications:**

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

**Strategic Implications:**

Nil

**Sustainability Implications:**

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

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.1
Moved: Cr Norman	Seconded: Cr Duncan
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of February 2015, be noted.	
Carried: 6/0	Res: 17/15



**10.1.2 MONTHLY FINANCIAL REPORT – 28 FEBRUARY 2015****File Ref:**

<b>Applicant:</b>	Not applicable
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	09 March, 2015
<b>Author:</b>	Keith White – Deputy Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Yes – Monthly Financial Report – February 2015

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**Summary:**

This report presents the monthly financial reports for February 2015 to Council which is provided as an attachment to the agenda. The recommendation is to receive the February monthly financial reports.

**Background:**

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

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

**Comment:**

This report contains annual budget amounts, actual amounts of expenditure, revenue and income to the end of the month. It shows the material differences between the budget and

actual amounts where they are not associated to timing differences for the purpose of keeping Council abreast of the current financial position.

This month's report is based on the new regime for producing the monthly financial statements. The report is slightly different in format to what has been presented in the past, however it contains all the required information and is consistent with both the budget statutory reports and the annual financial accounts reports.

**Consultation:**

Council Financial Records

**Statutory Obligations:**

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

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

**Policy Implications:**

Nil

**Budget / Financial Implications:**

As detailed within the attachments

**Strategic Implications:**

Nil

**Sustainability Implications:**

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

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.2
Moved: Cr Kelton	Seconded: Cr Gairen
That Council receive the Monthly Financial Reports for the period ending 28 February 2015 in accordance with Section 6.4 of the Local Government Act 1995.	
Carried: 6/0	Res: 18/15

**10.1.3 COMPLIANCE AUDIT RETURN - 2014**

<b>File Ref:</b>	Audit
<b>Applicant:</b>	Not applicable
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	02 March, 2015
<b>Author:</b>	Keith White – Deputy Chief Executive Officer
<b>Authorising Officer:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Attachments:</b>	Yes – Completed Compliance Audit Return 2014

**Summary:**

This report deals with the Local Government Compliance Audit Return for the period 1 January 2014 to 31 December 2014 and recommends adoption of same.

**Background:**

The Local Government Act, 1995 requires each Local Government to complete a Compliance Audit Return each year.

The document is produced by the Department of Local Government and is designed to be a tool for Local Government, allowing it to identify areas where compliance with the Local Government Act, 1995 and other legislation has not been met and then to implement processes to ensure that instances of non-compliance do not continue.

**Comment:**

Through the audit process one instance of non-compliance were identified, this related to the submission of the Auditor's report to the Shire before 31 December 2014 in accordance with Section 7.9 (1) of the Local Government Act 1995.

*Clause 7.9 (1) states:-*

*7.9. Audit to be conducted*

*(1) An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to —*

*(a) the mayor or president; and*

*(b) the CEO of the local government; and*

*(c) the Minister.*

**Officer Comment:**

Due to the work required on the calculation of Fair Value for the Shire's Land and Building assets there was a delay in finalising the valuations undertaken by the Council's independent valuer which in turn delayed the completion of the audit process by Council's Auditor.

**Consultation:**

Not applicable – Public consultation not required.

**Statutory Obligations:**

Regulations 14 and 15 of the Local Government (Audit) Regulations provide for the completion, adoption and certification of the Return. The Regulations require the certified return to be submitted to the Department of Local Government by 31 March 2015.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Sustainability Implications:**

- **Environmental:**

There are no known significant environmental considerations.

- **Economic:**

There are no known significant economic considerations.

- **Social:**

There are no known significant social considerations.

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.3
Moved: Cr Belli	Seconded: Cr Duncan
That the Local Government Compliance Audit Return for the period 1 January 2014 to 31 December 2014 be adopted as per the Audit Committees recommendation.	
Carried: 6/0	Res: 19/15

**10.1.4 ANNUAL BUDGET REVIEW -2014 / 2015 FINANCIAL YEAR****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 10 March, 2015**Author:** Keith White – Deputy Chief Executive Officer**Authorising Officer:** Ian Fitzgerald – Chief Executive Officer**Attachments:** Yes – Statement of Financial Activity  
– Schedules 2 to 14

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**Summary:**

This item addresses Council's annual statutory budget review and gives an indication and projection of the end of year financial position. Based on current expenditure patterns and review of major projects Council is projected to carry forward a surplus into 2014/2015.

**Background:**

Under Regulation 33A (2) and (3) of the *Financial Management Regulations*, a budget review is to be undertaken by Senior Staff, the results of which are to be presented to Council within 30 days of completion and then forwarded to the Department of Local Government and Regional Development, along with Council's determination.

A budget review was undertaken by the Deputy Chief Executive Officer and Chief Executive Officer using figures to 31<sup>st</sup> January 2015. The attached financials take are presented in the new format of Council's monthly financial statements. The results are hereby reviewed and submitted to be received by Council.

**Comment:**

The projections contained within the reports are estimates done to the best of the abilities of the staff involved consulting with current accounts, forecasted expenditures and current budgets. These estimates do not guarantee that the 2014/2015 projected results will match the end of year result as there are many external influences that can have a bearing on Council's capacity for expenditure.

It is pleasing to note that at this time there are no areas of concern and the estimated position as at 30<sup>th</sup> June 2014 will see a sizeable surplus of over \$1,275,963.

The review was carried out based on actuals for the period 1 July 2014 to 31<sup>st</sup> January 2015.

**Rates Revenue:**

Expenditure has increased over budget due to increased activity in the collection of rates. This is offset by an increase in income for the charging back of these fees back to the ratepayer.

**Other General Purpose Income:**

Interest on the Municipal Account and Reserve accounts is predicted to be lower due to falling interest rates.

**Members of Council:**

This area is expected to be slightly over in budgeted expenditure due to a change in the Administration expense allocations. The major expense lines are running in accordance with the adopted budget

**Law Order & Public Safety:**

Expenditure in this area is expected to be lower due to delay in recruitment of the new CESM and reduction of some planned expenditure.

**Health:**

Some minor savings have been made due to a change in which purchase our Environmental Health Service, however this has been offset by an increase in depreciation as a result of the Land & Buildings Fair Value review done last financial year.

**Education and Welfare:**

Changes in to depreciation as a result of the Fair Value review. All other budget elements in line with budget

**Housing:**

Operational and maintenance expenditure is tracking in line with budget. Some additional maintenance costs have been forecast as a result of the purchase of the two new staff houses in Carlisle Street. The other change is to depreciation due to the Fair Value review.

**Sanitation & Sewerage:**

It is estimated that costs associated with the Tip and Sewerage operations will be greater than budget due to increased labour and plant allocations. Depreciation has also increased due to the Fair Value adjustments.



**Town Planning:**

The consultant fees for the Community Strategic plan were not paid last year and therefore has impacted on the 14/15 expenditure to the tune of \$23,000 .

**Other Community Amenities:**

This budget area has been impacted by the changes to depreciation.

**Public Halls and Civic Centres:**

The forecasted depreciation has increased over budget due to the revaluation of building assets.

It is anticipated that due to the timing of the construction of the new Hopetoun Community Centre the total drawdown from the reserve will not be required this financial year.

**Swimming Areas & Beaches:**

This program has been impacted by an increased maintenance requirement and the final costs associated with the Starvation Bay Boat Ramp study that from 13/14 financial year. Depreciation expense has also increased following the Fair Value review.

**Other Recreation & Sport:**

This area has been impacted by lower allocations of maintenance expenditure, reduced expenditure in running the centre. These reductions have been offset by a large increase in depreciation due to the Fair Value review and reduced bar takings.

**Television Rebroadcasting:**

These costs are associated with the radio retransmission. The costs are higher than planned due to unscheduled maintenance to the radio transmitters and increase in the depreciation expense.

**Libraries:**

Expenditure impacted in 14/15 due to late invoicing for Ravensthorpe and increased depreciation expense.

**Other Culture:**

This area will perform significantly better than budget to an over budget of wages and significant increase in fees from the camping grounds.

**Aerodromes:**

This budget has been impacted by the increase in depreciation and also by the entering of a maintenance contract for the explosive trace devices required for screening at the airport. These devices had not been previously covered by an agreement.

**Economic Services:**

No items to note.

**Private Works:**

There will be unbudgeted expenditure for the Work for the Dole scheme which is offset by corresponding increase in unbudgeted income.

**Public Works Overheads:**

All anticipated to be in line with budget.

**Plant Operation Costs:**

The only areas to note here is that all fleet insurance has been charged to here and there have been an increase in depreciation following the Fair Value review.

**Administration:**

Overall general administration expenses are projected to be slightly up on budget due to change in depreciation estimates and an increase in office maintenance. Staff costs are slightly lower but have been offset by costs associated with the hiring of temporary staff. There also has been a change to the expense allocations which was not originally budgeted for.

**Reserves:**

As a result of changes to timing of some projects there will be less funds required to be transferred from reserves this year.

**Capital Expenditure:**

It is anticipated capital expenditure for the year will be lower than planned. The key impact is due to the timing of the completion of the construction of the Hopetoun Community project. The budget allowed for the project to be completed by June 2015. Current estimate is the project will be completed in November 2015. This will require the project to be carried over into 15/16. The lower anticipated expenditure in Hopetoun has been offset by the recent purchases of property in Ravensthorpe.

It also is pleasing to note that we have performed better in terms of asset disposal and will end the year some \$88,000 better off.

**General Observations:**

The budget is currently on track to produce a surplus through a combination of expenditure savings, increased income, and to a large extent, a major project not being completed. The main statutory obligations continue to be met and it is areas.

**Consultation:**

Senior Officers

Council Financial Accounts

**Statutory Obligations:**

**Local Government (Financial Management) Regulations 1996**

**Part 3 Annual budget — s. 6.2**

**33A. Review of budget**

(1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.

(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the Council.

(3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

*\*Absolute majority required.*

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

End of Year Financial Forecast as attached.

**Strategic Implications:**

Nil

**Sustainability Implications:**

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

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.4
Moved: Cr Gairen	Seconded: Cr Kelton
That Council notes the Budget Review for the financial year 2014/2015 that has been conducted in accordance with Regulation 33A (2) and (3) of the <i>Local Government (Financial Management) Regulations 1996</i> .	
Carried: 6/0	Res: 20/15

**10.2      MANAGER OF PLANNING AND DEVELOPMENT**

NIL

### **10.3 MANAGER OF ENGINEERING SERVICES**

Nil

## 10.4 CHIEF EXECUTIVE OFFICER

<b>10.4.1 COUNCIL ORDINARY ELECTIONS 2015</b>
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**File Ref:**

<b>Applicant:</b>	Not applicable
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	9 <sup>th</sup> March 2015
<b>Author:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Nil

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**Summary:**

The Electoral Commission has commenced planning for the 2015 Local Government Elections. Given the successful operation of the 2013 Shire of Ravensthorpe elections, it is recommended that the Electoral Commissioner is again appointed to be responsible for the 2015 Ordinary Election.

**Background:**

The West Australian Electoral Commission has commenced planning for the 2015 Local Government postal elections and has invited the Shire of Ravensthorpe to utilise its services in conducting these elections.

The current procedure required by the Local Government Act 1995 is that written agreement from the Electoral Commissioner has to be obtained before the Shire can declare that the Electoral Commissioner will be responsible for elections. The Commissioner has agreed to be responsible for the conduct of the ordinary elections in October 2013 for the Shire of Ravensthorpe in accordance with Section 4.20(4) of the Local Government Act 1995. The Electoral Commissioner will only conduct the election if the method is a postal election.

In order to achieve this, the following two motions need to be passed by absolute majority:

1. Declare, in accordance with Section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2013 ordinary elections together with any other elections or polls which may be required.
2. Decide, in accordance with Section 4.61(2) of the Local Government Act 1995 that the method of conducting the 2013 election will be as a postal election.

**Comment:**

The Electoral Commission states higher turnout figures that clearly indicate that electors are more prepared to vote in postal elections; and cite the following advantages:

**Advantages for electors**

1. Convenience of casting a vote in their own homes – particularly for disabled and aged voters and those without access to transport.
2. Provision of candidate profiles to each elector to assist in their decision-making.
3. Time to contact candidates and make an informed decision.
4. Reduced costs in time and travel in casting a vote.

**Advantages for candidates**

1. Availability of an experienced Returning Officer “at arm’s length” from Local Government business.
2. Detailed candidates’ guides prepared by the Electoral Commission.
3. An opportunity to reach all eligible electors at no cost through the candidate profile.
4. Confidence that the election is being run by the State’s independent Electoral Commission.
5. Elected candidates have an increased support base.

**Advantages for the Local Government**

1. All eligible electors are given information about the election.
2. Electors can vote more easily as there are virtually no barriers to voting.
3. Elections are seen to be conducted by the impartial Western Australian Electoral Commission.
4. The workload for the CEO is reduced in an area that is not core business.
5. The vast majority of elector and candidate enquiries are received and resolved by either the Returning Officer or the Electoral Commissioner
6. Statutory requirements are fulfilled.
7. A full election report (including statistics) is prepared by the Electoral Commission for presentation to Council.
8. Materials and equipment used in the processes meet contemporary electoral standards.
9. Economies of scale can reduce some of the costs.
10. Elected Councillors have a high level of support from the local community.

**Consultation:**

Not applicable.



**Statutory Obligations:**

Section 4.61 of the Local Government Act 1995, states in part as follows:

**4.61. Choice of methods of conducting the election**

- (1) The election can be conducted as a postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day;  
or Voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

- (2) The local government may decide\* to conduct the election as a postal election.

\* Absolute majority required.

- (4) A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.

Section 4.20 (4) of the Act states as follows:

- (4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare\* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.

\* Absolute majority required.

**Policy Implications:**

Nil

**Budget / Financial Implications:**

The cost for the Electoral Commissioner to conduct the 2015 Ordinary Elections will be approximately \$14,000 inclusive of GST. This cost will be incurred during the 2015/16 financial year and will therefore be considered during the 2015/16 budget deliberations.

**Strategic Implications:**

Council members elected through Ordinary Elections will join Council and contribute to setting strategic direction and decision making.

**Sustainability Implications:**

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

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.4.1
Moved: Cr Duncan	Seconded: Cr Norman
That Council:	
1. Declare, in accordance with Section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2015 ordinary elections together with any other elections or polls which may be required.	
2. Decide, in accordance with Section 4.61(2) of the Local Government Act 1995 that the method of conducting the 2015 election will be as a postal election.	
Carried: 6/0	Res: 21/15

**10.4.2 RAVENSTHORPE WILDFLOWER SHOW - HERBARIUM****File Ref:**

<b>Applicant:</b>	Not applicable
<b>Location:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	None
<b>Date:</b>	11 March, 2015
<b>Author:</b>	Ian Fitzgerald – Chief Executive Officer
<b>Authorising Officer:</b>	Not applicable
<b>Attachments:</b>	Yes – Plan

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**Summary:**

As discussed at a Council workshop on Wednesday 11<sup>th</sup> March 2015 the Ravensthorpe Wildflower Show Committee are wishing to establish a new and expanded herbarium facility to house their growing number of specimens.

The proposal put forward, and outlined on the attached plans, is to construct a new facility on the east end side of the Ravensthorpe Town Hall which would then also allow the hall to be used for display purposes and avoid the need for more toilets and kitchen facilities to be built in town.

**Background:**

As outlined in the proposal received:

- The Wildflower Show is the greatest annual drawcard for visitors to Ravensthorpe, around 2000 over two weeks
- The show is now internationally recognised as a quality, scientific display, with probably the largest number of different species on show in the world
- The Spring Festival which is developing around the show, involving many community groups, is value adding for local businesses
- The Ravensthorpe Herbarium, housed in the Senior Citizens building, is recognised as a valuable scientific resource. The over 3000 filed specimens are estimated to be worth around \$180,000
- Plant identification workshops, organised by RWS over the last two years, have resulted in an increase in knowledge and personnel, giving the committee a strong and assured future

**Comment:**

The current premises is no longer adequate for the herbarium and wildflower display and a new facility is needed. The proposed facility would provide an increased area for the herbarium, a dedicated office and storage areas. In addition should the project proceed it would provide an increased use of the hall which is currently underutilised. The materials used to clad the hall are still available which would enable any addition to be consistent with the existing building.

**Consultation:**

Ravensthorpe Wildflower Show Committee  
Council

**Statutory Obligations:**

N/A

**Policy Implications:**

N/A

**Budget / Financial Implications:**

The request at this time is for support in principle for their proposal which would allow them to proceed with more detailed planning and to seek external funding.

**Strategic Implications:**

The annual Wildflower Show attracts many visitors to Ravensthorpe and together with the herbarium being recognised as a very valuable scientific resource make these a very valuable resource for our community.

**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 Norman	Seconded: Cr Kelton
That Council give in-principle support to the proposal submitted by the Ravensthorpe Wildflower Committee to construct a new herbarium and Wildflower Show facility on the east side of the Ravensthorpe Town Hall.	
Carried: 6/0	Res: 22/15

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

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

**12.1 ELECTED MEMBERS**

**12.1.1 CR GAIREN – DR H LOCHNER**

Raised that Council needs to show support to the local Doctor H Lochner. Council supported this suggestion, and asked the Chief Executive Officer to action this request.

**12.2 OFFICERS**  
NIL

**13. MATTERS BEHIND CLOSED DOORS**  
NIL

**14. CLOSURE OF MEETING – 6.07PM**

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

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

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