



MINUTES

For the Council Meeting held on

Thursday 21 May, 2015

Commencing at 5 p.m.

In the Council Chambers, Ravensthorpe.

ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE
ON 21 MAY 2015, COMMENCING AT 5PM

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.02pm – the presiding person, Cr Belli, declared the meeting open.

2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE

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

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:
Cr Keith Dunlop (Shire President)

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 KELTON HAS REQUESTED LEAVE FOR THE ORDINARY COUNCIL MEETING ON THE 18 JUNE, 2015**

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 5.1
Moved: Cr Norman	Seconded: Cr Gairen
That the leave of absence be granted to Cr Kelton for the Ordinary Council Meeting to be held on 18 June, 2015.	
Carried: 6/0	Res: 37/15

6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS
NIL**7. CONFIRMATION OF MINUTES****7.1 COUNCIL MEETING – 16 APRIL, 2015**

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 7.1
Moved: Cr Duncan	Seconded: Cr Kelton
That the minutes of the meeting of council held on 16 April, 2015 be confirmed as a true and correct record of proceedings.	
Carried: 6/0	Res: 38/16

8. SUSPENSION OF STANDING ORDERS
NIL**9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS**

Cr Belli -

St John Ambulance Meeting 20/5/2015

The Acting Shire President Cr Belli and CEO Ian Fitzgerald attended a meeting with David Schober and Andrew Booker to discuss the current service in our area.

St Johns are aware of the issues within the Shire and would like to work with Council to fix the problems. Patient transfer was discussed and they would like to arrange monthly meetings.

Hospital Forum Workshop

Cr Belli and CEO brought up the following issues

- *Agency nursing*
- *Community perception*

10. REPORTS OF OFFICERS

10.1 DEPUTY CHIEF EXECUTIVE OFFICER

10.1.1 MONTHLY FINANCIAL REPORT – 30 APRIL 2015

File Ref:**Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 13 May, 2015**Author:** Keith White – Deputy Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** Yes – Monthly Financial Report – April 2015

Summary:

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

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 10.1.1
Moved: Cr Gairen	Seconded: Cr Duncan
That Council receive the Monthly Financial Reports for the period ending 30 April 2015 in accordance with Section 6.4 of the Local Government Act 1995.	
Carried: 6/0	Res: 39/15

10.1.2 SCHEDULE OF ACCOUNT PAYMENTS – APRIL 2015**File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 30th April, 2015**Author:** Stacey Addis – Senior Finance Officer**Authorising Officer:** Keith White – Deputy Chief Executive Officer**Attachments:** Schedule of Payments to 30th April, 2015Credit Transactions to 25th April, 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:**30th April 2015**

FUND	PAYMENT	VOUCHERS	AMOUNTS
Municipal Account	EFTs	EFT4084-EFT4195	\$734,004.74
		39484-39550	\$78,024.89
	Municipal Fund Cheques		
Payroll	Dates	01/04/2015 – 15/04/2015 – 29/04/2015	\$234,517.35
Bank Fees			\$622.19
Municipal Account Total			\$1,047,169.17
Shire Credit Card Facility	Westpac VISA	26/03/2015- 25/04/2015	\$2,600.47
Trust Account Payments	EFTs	EFT4108-EFT4163 EFT4211	\$72,628.03
	Trust Cheques	1302-1304	\$12,056.08
Grand Total			\$1,134,453.75

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 10.1.2**

Moved: Cr Goldfinch

Seconded: Cr Norman

That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of April 2015, be noted.

Carried: 6/0

Res: 40/15

10.2 MANAGER OF PLANNING AND DEVELOPMENT

10.2.1 PROPOSED HOLIDAY HOMES LOCAL PLANNING POLICY

File Ref:	LU.PL.24
Applicant:	Not applicable
Location:	Whole of Shire
Disclosure of Officer Interest:	None
Date:	8 May 2015
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Ian Fitzgerald – Chief Executive Officer
Attachments:	Draft Local Planning Policy 14 – Holiday Homes

Summary:

Holiday homes are a part of the tourism industry throughout the Shire of Ravensthorpe and the state. They have been largely unregulated in the past resulting in an uncertain legal environment, issues of inequity with other service providers and increased potential for land use conflict

The Western Australian Planning Commission (WAPC) has recommended that local government's prepare and adopt a local planning policy that provide guidance and controls over holiday homes.

This report recommends Council adopt a draft Local Planning Policy on holiday homes for the purpose of advertising.

Background:

Holiday homes are private residential dwellings that are leased out for short term accommodation for a period not exceeding three (3) months. Holiday homes are a small but growing aspect of the tourism industry in the Shire of Ravensthorpe and have long been an important part of local and Western Australian lifestyle and culture.

The informal development of this section of the tourist accommodation market has meant that holiday homes have so far operated with minimal regulation, resulting in an uncertain legal & insurance environment, issues of inequity with other service providers and increased potential for land use conflict. The issue of impact on neighbouring residential amenity has potential to cause particular concern in the community.

The Western Australian Planning Commission (WAPC) has prepared Planning Bulletin 99 - 'Holiday Homes Guidelines' that sets out the WAPC's position in relation to the planning and regulation of holiday homes in Western Australia. The bulletin provides guidance to local

governments when dealing with issues associated with holiday homes in the local government planning framework. This policy is consistent with the recommendations of this Bulletin.

More specifically Council has received two separate enquiries recently regarding holiday homes as follows:

- Landmark Real Estate who are looking to operate a service where they coordinate the advertising and management of holiday homes in Hopetoun.
- Charter Property Group has raised concerns about holiday homes not being regulated to the same degree as their business; flagging local government policies elsewhere in the state that control holiday homes and level the playing field with the accommodation industry.

Tourism Council of WA

The Tourism Council of WA wrote to Council in January 2011 raising concerns with the “*myriad of issues that stem from lack of governance and policy on the operation of Holiday Home Rentals throughout WA.*”

Tourism Council WA, acknowledges the importance of this growing sector in the tourism mix however strongly believes that the lack of controls and standards could result in damage to the reputation of the tourism industry in our state. The lack of regulation can result in bad experiences in product delivery for tourists, the problems of uncontrollable antisocial behaviour for local residents, and headaches for local councils with the continuation of complaints from rate payers.

The Tourism Council of WA recommends:

- i) *Support the WA Planning Commission Planning Bulletin 99 - Holiday Homes Guidelines;*
- ii) *Holiday Homes need to be licensed, or receive approval for operation, through their Local Government Authority (LGA)*
- iii) *LGA licensing and approval should require Holiday Homes to meet Tourism Accreditation and the Holiday Home Rental Best Practice Standards. Including;*
 - *Signed Code of Conduct*
 - *Fire and Emergency Response Plans*
 - *Policy for Dealing with Complaints*
 - *Regular Inspections*

Scheme & Building Code Requirements

Historically it seems that holiday homes have not sought planning approval and there are likely to be a number operating successfully already. However, technically a ‘holiday home’ is a land use and does require planning approval.

Building Code of Australia (BCA)

The conversion of a Single House to a Holiday Home changes the class of the building under the BCA from a Class 1A to a class 1B. This calls up the following requirements:

1. Provision of hardwired smoke alarms;
2. Evacuation lights required in the paths of exit.

Town Planning Scheme No.5

The Shire of Ravensthorpe Town Planning Scheme No.5 (the Scheme) does not list 'holiday home' as a specific use class or defines 'holiday home'.

The closest definition in the Scheme is 'Holiday Accommodation' which is defined as follows:

***"holiday accommodation** means accommodation comprising two or more cabins, apartments, chalets, cottages, or flats which, by way of trade or business, is made available for holiday purposes for occupation by persons other than the proprietor."*

It is a discretionary land use in the 'Residential', 'General Agriculture' and 'Town Centre' zones and permitted in the 'Tourist' zone.

A holiday home is significantly different land use being a purpose built Single House that is converted to holiday accommodation rather than purpose built holiday accommodation. This distinction gives rise to management (of neighbourhood amenity and fire & emergency concerns) and Building Code issues.

It is recommended that a holiday home may be considered as a 'Use Not Listed' and considered in the 'Residential', 'General Agriculture', 'Rural Conservation' and 'Rural Small Holding' zones subject to advertising for public comment prior to a determination of an application.

Comment:

Proposal

It is proposed to adopt a Local Planning Policy that addresses the issues listed in the previous sections of this report as follows:

- i) Recognise community concerns about holiday homes often relate to the behaviour of tenants, rather than being associated with the use per se. Therefore holiday homes are generally an acceptable land use in the 'Residential', 'General Agriculture', 'Rural Conservation' and 'Rural Small Holding' zones subject to suitable management measures being put in place.
- ii) Approvals are to require a management plan that:
 - Nominates a local manager within the vicinity of the property;
 - Details of how nuisance issues such as noise will be addressed; and
 - Fire & emergency response plan.
 - Code of conduct
- iii) Provide templates for the management plan, emergency response plan and code of conduct; and
- iv) Establish standards for parking and signage.
- v) Approvals last 1 year initially, and then are reviewed every 3 years. Council can then rescind any approvals where they have become a problem

Additionally, as there are likely to be existing holiday homes successfully operating in the community already, it is recommended that a moratorium be offered to existing holiday homes that can prove that they have operated without complaint if they apply within 3 months of the final adoption of this Policy.

Consultation:

The draft policy is required to be advertised for a period of 21 days before being brought back before Council for final approval. This includes advertising in local papers on notice boards and in this case, with local real estate agencies.

Statutory Obligations:

The Shire of Ravensthorpe Town Planning Scheme No.5 is an operative local planning scheme under the *Planning and Development Act 2005*.

Part 2 'Local Planning Policy Framework' of the Scheme controls local planning policies.

Clause 2.4.1 requires upon adoption of a draft policy, Council is required to:

- a) Publish a notice of the proposed Policy for 2 consecutive weeks in a local newspaper giving details of the policy and inviting submissions for a minimum of 21 days; and
- b) May publish the notice in other manners and consult with others.

Council is then required to consider any submissions received from the advertising of the draft policy and resolve to adopt, modify or not proceed with the policy.

Policy Implications:

Explained in the body of this report.

Budget / Financial Implications:

The cost of advertising and referral of the draft policy are met within the existing budget.

Strategic Implications:

The Policy will act as a tool to guide future development.

Sustainability Implications:

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

- **Social:**

There are no known significant social considerations.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.2.1
Moved: Cr Norman	Seconded: Cr Kelton
That Council,	
<ol style="list-style-type: none">1. In accordance with Clause 2.4.1 of Town Planning Scheme No. 5 adopts the draft Local Planning Policy 14 – ‘Holiday Homes’ and advertises the draft in the local newspaper for a period of 21 days for public inspection and comment.2. Refers the draft revised Local Planning Policy 14 – ‘Holiday Homes’ specifically to local real estate agents and Tourism WA.3. Advertises the intention to offer retrospective approval to existing holiday homes that can prove that they have operated without complaint on lodgement of a planning application in accordance with Local Planning Policy 14 within 3 months of the final adoption of this Policy.	
Carried: 6/0	Res: 41/15

10.3 MANAGER OF ENGINEERING SERVICES
NIL

10.4 CHIEF EXECUTIVE OFFICER**10.4.1 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT****File Ref:**

Applicant:	Not applicable
Location:	Canberra
Disclosure of Officer Interest:	None
Date:	7 May, 2015
Author:	Ian Fitzgerald – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	Yes – Assembly Program

Summary:

To consider representation at the National General Assembly of Local Government, Canberra 14-17 June, 2015.

Background:

The National General Assembly of Local Government is held annually in Canberra. It is a premier local government event which provides an opportunity for local government personnel, elected and appointed, to influence the local government agenda into the future. It is a forum for developing policy and networking local government initiatives and provides an avenue for political debate.

Comment:

A provisional program is attached. Please note the conference dates clash with the June Council meetings on 15th and 18th June 2015.

Consultation:

Cr Norman.

Statutory Obligations:

Nil

Policy Implications:

Policy G3 – Members and Staff Conferences, Seminars and Training Courses.

Budget / Financial Implications:

The cost per delegate, including registration, airfare and accommodation is approximately \$3200.00

Funds are available in the current budget.

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 10.4.1
Moved: Cr Norman	Seconded: Cr Kelton
That Council nominate representatives to attend the 2015 National General Assembly of Local Government if deemed appropriate.	
Carried: 6/0	Res: 42/15

COUNCIL DECISION	ITEM 10.4.1
Moved: Cr Gairen	Seconded: Cr Kelton
That Cr Duncan and Cr Norman Attend the 2015 National General Assembly of Local Government.	
Carried: 6/0	Res: 43/15

10.4.2 FINANCE ASSISTANCE GRANTS TO LOCAL GOVERNMENT**File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 7 May, 2015**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** None

Summary:

The Australian Local Government Association is requesting all local governments pass resolutions acknowledging the importance of our Financial Assistance Grants (FAGS) as they campaign for the re- introduction of indexation of the grants frozen by the current federal government.

Background:

Previously the annual financial assistance grants were indexed and this helped the grants keep pace with inflation. In 2014 the federal government announced in the budget a 3 year freeze on the indexation.

Comment:

FAGs are a vital part of the revenue base of all councils, and this year councils will receive \$2.3 billion from the Australian Government under this important program.

The Government's decision in the 2014 Federal Budget to freeze the indexation of FAGs for three years beginning in 2014-15 will unfortunately cost councils across Australia an estimated \$925 million by 2017-18.

ALGA and the state local government associations are seeking the support of Council for advocacy to have the Federal Government reverse the decision to freeze the indexation of FAGs.

While the FAGs are paid through each state's Local Government Grants Commission, the funding originates with the Commonwealth and it is important it is recognised as such. Council, and every other council in Australia, have been asked to pass a resolution acknowledging the importance of the Commonwealth's Financial Assistance Grants in assisting Council to provide important community infrastructure.

Council is also being asked to acknowledge the receipt of Financial Assistance Grants from the Commonwealth in media releases and council publications, including our annual report and to highlight to the media a council project costing a similar size to the FAGs received by Council so that the importance and impact of the grants can be more broadly appreciated.

Consultation:

Nil

Statutory Obligations:

N/A

Policy Implications:

N/A

Budget / Financial Implications:

The reduction in our annual Financial Assistance Grants places more pressure on our annual budget leading potentially to increase rates and / or reduction in projects or services.

Strategic Implications:

FAGS's play an important role in funding Council activities including the annual read program.

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

Moved: Cr Duncan

ITEM 10.4.2

Seconded: Cr Kelton

That Council;

1. Acknowledge the importance of federal funding through the Financial Assistance Grants program for the continued delivery of councils services and infrastructure;
2. Acknowledge that the council will receive \$1.692 million in 2014-15; and
3. Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including annual reports.

Carried: 6/0

Res:44/15

10.4.3 NOMINATION OF RAVENSTHORPE LAND CONSERVATION REPRESENTATIVE**File Ref:**

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	8 May, 2015
Author:	Ian Fitzgerald – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	None

Summary:

Council is requested to nominate a representative to the Ravensthorpe Land Conservation District Committee.

Background:

Councillor Ian Goldfinch is the current nominated representative with his appointment to expire on 31 July 2015.

Comment:

The Commission of Soil and Land Conservation has written to Council seeking a nomination for re-appointment to the Ravensthorpe Land Conservation District Committee. Council is able to nominate one representative to the Committee.

Consultation:

Nil

Statutory Obligations:

Local Government Act 1995
Soil and Land Conservation 1945

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 10.4.3
Moved: Cr Gairen	Seconded: Cr Kelton
That Council nominate Cr Goldfinch to represent Council on the Ravensthorpe Land Conservation District Committee.	
Carried: 6/0	Res: 45/15

10.4.4 'CUB HOUSE' COMMUNITY CHILD CARE - LICENCE**File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 12 May, 2015**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable

Attachments: Yes - Attendance Numbers
- Budgets
- Financial Reports

Summary:

This item recommends that Council resolve to take over the licence to run and manage the Ravensthorpe 'Cub House' Community Child Care Centre and that a parent advisory group (similar to a school P & C Association) be established.

Background:

Over 7 years ago the local community campaigned to develop a not – for – profit community Child Care facility within the town with demand from working, stay home and farming mothers/ it took years of research and, business planning, fundraising, community consultation, site preparations and Council support to open the Centre operationally around four years ago.

The Centre is licensed for 19 places per day with hours designed to suit the users of the Centre.

In the past the then Committee worked hard to reduce costs and increase usage to help keep the Centre viable. Unfortunately the Committee needed to seek financial assistance from Council during 201/15 to ensure the Centre remained open. Over the past 6-8 months Council staff have provided more hands on management assistance and advice to the staff and committee.

Comment:

Like a number of other local committees the Cub House Committee has struggled to attract and retain members. Special General Meetings were called for 28th April and 5th of May to try and form a committee so as to meet their constitutional obligations and licence conditions. The 28th April meeting failed to attract sufficient attendance.

A second attempt was held on the 5th May with a number of Councillors and Council staff attending indicating a willingness to go on the Committee. There probably would have been sufficient numbers, just, to form the Committee but it really would have become a defacto

Council run operation. Those present including the Centre director and 2 parents (other than Councillor parents) felt a better operation would be for Council to take over the licence. To encourage parents to become involved in the Centre it was considered a P & C type group be formed to assist with Centre maintenance and fundraising rather than leave everything to Council.

Council may remember that a number of options were looked at late last year including outsourcing of the management of the Centre but this was not generally supported by the them Committee with a preference for Council staff to support the Committee. This worked well and there was a general importance in the Centres operations and user numbers stabilised.

At the same time a number of budgeted options were prepared based on a range of opening hours and usage with a component of external paid support. The new year had brought a number of changes:

- A number of Committee members have moved on
- An increase in usage with regular numbers above what had been projected

The attached weekly attendances 2015 sheets show the number of users has increased substantially. When averaged out, including the bookings until the end of May, the average weekly user number is 32.45 or using actuals to date 31.76 users. These numbers are based on the Centre being open 4 days per week which is current agreed licence conditions. There has been some call for the Centre to also open on Wednesdays and this is something that could be trialled. This may result in extra numbers or it may average the numbers out over 5 days rather than the current 4 days. Three or four current users did indicate they would look to use the Centre on a Wednesday if it was open. Obviously our costs including wages would increase if we opened for 5 days per week.

In the draft budgets that were developed last year if the Centre was to open for 5 days, appropriate staff admin time and 28 users there would be a \$18,600 loss for the year – also based on fees going to \$82.00 per day before subsidy (\$10.00 increase). If Council were to take on the licence there are a number of instant savings from this projected budget - \$10,000 for external support and \$2000 for Committee training – There may be the need for some external assistance initially but is estimated to be less than the \$10,000. Further savings could be made in the areas of book keeping, insurance. IT licencing and support and minor areas such as postage. Based on these changes and the calculations provided to me with an average of 28 users per week the Centre would break – even or return a small profit. With numbers currently averaging around 31 -32 per week a greater return should be achievable.

Unless something is done in the immediate future there is the real possibility the licence may be revoked.

Community Child Care Centre's area a valuable community and economic resource to small rural towns like Ravensthorpe. Child Care services allow new and existing families to gain and maintain employment within the community, which can enhance the town's population and ensures small business can continue to operate. The provision of Community Child

Care is a key attraction to encourage new families to the region. Further to this, it is common for families to utilise this service for respite and mental health support strategies.

The loss of the Centre would negatively impact not only on the image of the town as a place to live but also the potential economic, health and community benefits that it provides.

Council staff have the capacity to provide the support that the Centre requires to help ensure it remains viable and of benefit to the community. The possible re-opening of the Galaxy mine may see more people attracted to the area and the provision of a quality day care facility will assist to attract families to town.

Consultation:

Cub House Committee and Director
Senior Staff
Councillors

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

The budget projections are such that the Centre should be self –supporting. A small provision in the 2015/16 Budget would be prudent in the event of unforeseen circumstances.

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
The Centre may assist in attracting families to the district
- **Social:**
Day care services provide a valuable support service to the families and add to users (children's) social skills.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION**ITEM 10.4.4**

That Council agree to take over the licence for the Ravensthorpe Community Child Care Centre and authorise the Chief Executive Officer to initiate the appropriate actions.

AMENDED OFFICER RECOMMENDATION**ITEM 10.4.4**

Moved: Cr Duncan

Seconded: Cr Kelton

That the item lay on the table to allow for more information to be obtained and presented to Council.

Carried: 6/0

Res: 46/15

Ravensthorpe Childcare Report to provide –

Standalone budget

Model – withdrawal of service if children get to low

Wednesday opening – trial

Fee structure

Management Committee frame work

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**
NIL**12.2 OFFICERS**

The following notice of motion has been submitted by Cr Goldfinch.

NOTICE OF MOTION

ITEM 12.2.1

Moved: Cr Goldfinch

Seconded: Cr Duncan

That the Shire of Ravensthorpe will not accept a Management Plan from the Ravensthorpe Hospital that does not take in account the Local Doctor providing services.

Carried: 6/0

Res: 47/15

13. MATTERS BEHIND CLOSED DOORS
NIL**14. CLOSURE OF MEETING – 5.35PM**

These minutes were confirmed at the meeting of the _____

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

Date: _____