



Unconfirmed Minutes

Ordinary Meeting of
Council

Tuesday, 20 February 2024



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NOTICE OF MEETING

Shire of Ravensthorpe Ordinary Council Meeting

was held on
Tuesday, 20 February 2024
commencing at 6.00pm

Council Chambers
Ravensthorpe Cultural Precinct
Ravensthorpe

Matthew Bird
Chief Executive Officer

Disclaimer

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations which have not yet been adopted by Council.

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

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

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AGENDA

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

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 6.00pm.

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

The Shire President advised visitors in adhering to both the *Local Government Act 1995*, and the Shire of Ravensthorpe Meeting Procedures Local Law 2022, it is an offence to record the proceedings of this meeting and visitors are to switch off any recording devices, including phones.

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

ELECTED MEMBERS:

Cr Thomas Major (Shire President)
Cr Mark Mudie (Deputy Shire President) (via electronic attendance)
Cr Rachel Gibson
Cr Robert Miloseski
Cr Rachel Livingston (via electronic attendance)
Cr Graham Richardson

OFFICERS:

Matthew Bird (Chief Executive Officer)
Paul Spencer (Executive Manager Infrastructure Services)
Natalie Bell (Executive Manager Projects and Regulatory Services)
Les Mainwaring (Executive Manager Corporate Services)

VISITORS

Ms Kristy Dobson, Ms Karen Sinclair, Ms Gail Baker, Mr Larry Baker, Mr Karl Hutchinson, Mr Geoff Vivian (Esperance Weekender), Manager Community Sport & Recreation Mr Rod McGrath.

APOLOGIES

Nil.

LEAVE OF ABSENCE

Cr Sue Leighton (Leave of absence approved) Resolution: 114/23

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following responses were provided to questions previously taken on notice.

Rosemary Jasper asked the following questions at the December 2023 Ordinary Council Meeting regarding the chaining of bush West of Cordingup Rd approximately 3km East of the Ravensthorpe Town.

Q1. Can we get a copy of the current Bushfire Mitigation Plan, please?

CEO Response:

A copy of the Shire and Department of Fire and Emergency Services (DFES) Office of Bushfire Risk Mitigation (OBRM) endorsed Bushfire Risk Mitigation Plan (BRM Plan) can be found on the Shire website. Please see below link.

Ravensthorpe_Bushfire_Risk_Management_Plan_ENDORSED_69_17.pdf

The current BRM Plan continues to be the endorsed document until June 2024. This is due to the Department of Fire and Emergency Services undertaking a review of the State BRM Plans framework and requirements. The BRM program is a State-wide initiative led by DFES to support local governments to reduce the threat posed by bushfire.

The Guidelines for preparing a BRM Plan state..." The responsibility for managing bushfire risk is shared across community. Successful bushfire risk management requires local government, State government, industry, private landholders, and other community members to collaboratively identify and assess risk and implement coordinated treatments across the landscape. Local governments are central to the functioning of communities and so play a crucial role in coordinating BRM planning. However, while local governments prepare the BRM Plan, they do so on behalf of all stakeholders and aren't solely responsible for managing the risks identified in the plan."

The intention of the Shire in developing the new BRM Plan is that it should reflect the knowledge, values and objectives of stakeholders in the area. This will be achieved by ensuring that all relevant stakeholders, including members of the community, can contribute to its development and that there is a diversity of stakeholders who will be asked to either join a consultation committee or provide submissions and input throughout the process.

The focus of the BRM Plan is on identifying, assessing and treating systemic risks to the community. Risk is the potential for an unplanned fire to harm something that is valued by the community. The magnitude of risk at a location is determined by the potential consequences, or amount of harm caused, and the likelihood of these being experienced.

The State Emergency Management Framework assigns responsibility for BRM planning to local governments in the most bushfire prone parts of the State. The State Hazard Plan – Fire states that "Local governments identified as having high or extreme bushfire risk are required to develop an integrated BRM Plan outlining a strategy to treat or reduce bushfire related risk across all land tenures."

Q2. What is the status of the land that has been chained? And for the reserves involved, what is their gazetted purpose?

CEO Response:

Reserve 9977 -

- o Purpose of State Smelter*
- o Unvested Reserve not assigned to any particular government agency.*
- Reserve established 05 April 1907.*

Reserve 17565 -

- o Purpose of Common*
- o Management Order with the Shire of Ravensthorpe. Reserve established 15 October 1920. A reserve with the purpose of "Common" is set aside for the residents of the Shire to run stock, namely horses and cattle, on Crown lands in a legitimate manner.*

Reserve 30245 -

- o Purpose of Recreation*
- o Management Order with the Shire of Ravensthorpe. Established 13 March 1970. This reserve was established to authorise the development of a motor sport $\frac{3}{4}$ mile track located in the south east corner of this reserve.*

P3 Road Reserve -

- o This road reserve provides legal right of access into Oldfield location 231.*

Q3. Did the Council establish with Department of Water & Environmental Regulation whether a permit was required for this clearing and if not on what grounds was it assumed this would be an exempt activity?

CEO Response:

The Shire of Ravensthorpe do not require approvals for Clearing of Native Vegetation from DWER for bushfire mitigation related activities. Bushfire mitigation activities use the approvals within the Bushfires Act 1954, which provides Local Government with exemptions.

Section 36(b) of the Bush Fires Act provides for fire management to be undertaken by local government authorities (LGA), notwithstanding anything to the contrary in any other Act. This section of the Bush Fires Act empowers LGAs to clear land owned and vested for the purpose of fire prevention or fire control, without the requirement to obtain a clearing permit. In using this provision, LGAs must be able to demonstrate that any clearing undertaken is for the purpose of preventing the occurrence or spread of fire. This may be in the form of an endorsed Bush Fire Risk Management Plan from DFES.

Q4. As adjacent landholders, out of courtesy, why were we not informed of the proposed work? Does the Shire not have 'good neighbour' protocols?

CEO Response:

The Shire attempts to engage with and consider neighbouring properties when undertaking prescribed burning activities. Unfortunately, the circumstances of this preliminary work, that is, the availability of equipment required to undertake the works being located in the Shire due to the 28 November 2023 fire in the Fitzgerald River National Park, meant that the equipment was urgently secured, and notifications of works were not given. It is noted however that notification of mechanical clearing works throughout the Shire is not generally undertaken due to the minimal risk to the public.

Q5. Given the sensitivity and the significance of the issue of wildfire and fire mitigation in this Shire, can the Council ensure that the next Bushfire Mitigation Plan is developed with input from the full range of interested parties?

CEO Response:

The Shire will be implementing its requirements to develop a new BRM Plan over the coming months. Stakeholder engagement is a requirement of the BRM Plan. The Shire will be inviting expressions of interest to stakeholders to provide valuable input into the BRM Plan. The Shire recognises that the application of any management regime to the conservation estate of our Shire should be underpinned by operational experiences and any scientifically robust data documenting the costs and benefits to both biodiversity and community assets. Bushfires can trigger effects that cascade through the social fabric, economy and environment of a local community. These impacts may extend far beyond the initial location of the fire, continue to be felt long after the incident and cause more severe harm than the immediate damage to assets. The new Guidelines will help local governments to consider their community values, identify systemic risks and plan treatments to build a community more resilient to the impacts of bushfire.

4. PUBLIC QUESTIONS TIME

In accordance with section 5.24 of the *Local Government Act 1995*, a 15-minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them. The following questions were received from members of the public gallery.

Ms Karen Sinclair;

Ms Sinclair stated that she was currently sourcing water from the Hopetoun stand pipe for use on her stock and was paying around three times the price that water is charged in the Hopetoun townsite. Can the Shire please advise why the price differential and are there any other alternatives appropriate for sourcing stock water?

CEO response:

The CEO thanked Karen for her question and took the question on notice.

Ms Gail Baker:

Q1. Is it possible for shire to consider installing street lights on the intersections of Cambewarra Drive and Banksia Drive onto the Hopetoun/Ravensthorpe Road?

Q2. The firebreak around the Hopetoun cemetery has not been completed, can we please get more done?

Q3. Is it possible to have the road up to the Hopetoun lookout bituminized so that locals and visitors can access and enjoy this space better?

CEO response:

The CEO thanked Gail for her questions and took the three questions on notice.

Mr Larry Baker:

Q1. What is the latest regarding the mining company International Graphite and their plans for the mine on Springdale Road?

CEO response:

The CEO thanked Larry for his question, International Graphite has presented to Council a few times over the past 18 to 24 months however not recently. The CEO will request International Graphite provide an update to Council and the local community on its activities and plans. International Graphite are also very active in providing project updates via their website.

Q2. With the recent increase in airport activity, where does Shire spend these additional funds? Is Council putting dollars aside in a reserve for the long-term benefit of the airport?

CEO response:

The CEO took this question on notice.

Q3. Is there a way for the Shire to include a condition of use for the airport that the mining companies must provide a certain number of seats for use by the community?

CEO response:

The Shire has been actively advocating for this via the request for Regular Passenger Transport (RPT) air services to be established on the Perth to Ravensthorpe route. RPT services are regulated by the WA Department of Transport and the Shire continues to work closely with local miners to open their closed charter services for general public use, aircraft operators and the Department to get these outcomes.

Q4. What is the airport master plan and where is it at?

CEO response:

The Shire received funding from the Department of Transport via the Regional Airports Development Scheme (RADS) for the preparation of the Airport Master Plan. The consultancy was awarded late last year and a draft report was presented to Council a few weeks ago. We aim to bring the final report for Council consideration shortly.

Q5. In the setting of increased cost of living pressures can Council consider a freeze on local rates for next year?

CEO response:

Council will be considering the setting of rates, and other fees and charges in the next few months as part of the budget build for the upcoming 2024/25 period. These rates, fees and charges will be advertised for public comment and I encourage you to make submission when this becomes available.

5. DECLARATIONS OF INTEREST

Manager Community, Sport & Recreation declared an interest in item 12.1.4

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Mudie applied for a leave of absence for period 2 March 2024 to 14 March 2024 inclusive.

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Gibson

Resolution: 05/24

That Council approve Cr Mudie's request for leave of absence for period 2/3/2024 to 14/3/2024.

Motion put and CARRIED

(6/0)

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 19 DECEMBER 2023

(Attachment 7.1)

Statutory Environment:

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

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Livingston

Resolution: 06/24

That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 19 December 2023 be confirmed as a true and correct record.

Motion put and CARRIED

(6/0)

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

Cr Miloseski

- Attended the Shire information stand at the Hopetoun markets
- Attended the Hopetoun Progress Association committee meeting – discussed exploring funding opportunities for additional affordable housing
- Attended Hopetoun High School Hub information night

Cr Livingston

- Attended the Ravensthorpe CRC committee meeting; new funding for a CRC position, CRC coordinated Ravensthorpe markets with funds raised put towards the community chest, aim to hold markets quarterly
- Attended the DBCA South Coast Marine Park stakeholder briefing, looking forward to seeing the feedback from community
- Met with Rosemary Jasper to discuss her concern re recent clearing of land adjacent to her property. It would be good for Council to have a deeper understanding of this issue.

CEO response:

The CEO confirmed that a more detailed briefing will be brought to Council on this matter at the next Corporate Discussion session scheduled for the 5 March.

Cr Mudie

- Attended the Shire information stand at both the Hopetoun and Ravensthorpe market days; community feedback was very positive including a suggestion for more events to encourage tourism over winter.

Cr Gibson

- Attended the Shire information stand at the Hopetoun markets
- Attended the Australia Day breakfast – great feedback received
- Attended a Hopetoun CWA meeting
- Attended the Hopetoun Lady Championships Bowling club event
- Attended the Shire information stand at the Ravensthorpe markets
- Attended the DBCA South Coast Marine Park stakeholder briefing and also looking forward to seeing community feedback
- Attended the Jerdacuttup Ravensthorpe (Nickel Operations) Working Group (JRWG) with FQM and local community members, items discussed included dust and wind farm proposal.

Cr Richardson

- Attended the Shire information stand at the Hopetoun markets
- Attended the Australia Day breakfast – the best one yet
- Attended the Windspray exhibition and opening (Cr Leighton opened the event and presented an award)
- Attended the DBCA South Coast Marine Park stakeholder briefing
- Attended the Ravensthorpe Regional Arts Council concert and workshop, one of the best concerts they have put on
- Met with Rosemary Jasper and Ron Richards regarding clearing of land adjacent to their property

Cr Major

- Attended the Shire information stand at the Hopetoun markets, community questions included the DBCA South Coast Marine Park, the Hopetoun groyne, footpaths and coastline access
- Along with CEO attended meeting with FQM re downgrade of operations
- Shire spokesperson re media enquiries around FQM announcement
- Attended the Australia Day breakfast – great event
- Attended the Hopetoun markets again in January
- Attended a second meeting with FQM re scale down of operations
- Attended the February Corporate Discussion meeting and the Annual Electors Meeting
- Attended the Ravensthorpe Hopetoun Future Fund board meeting
- Attended the Shire information stand at the Ravensthorpe markets
- Attended the DMIRS Elverdton Mine rehabilitation plan meeting
- Attended the DBCA South Coast Marine Park stakeholder briefing and also looking forward to seeing community feedback

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil.

12. **REPORTS OF OFFICERS**

12.1 **EXECUTIVE SERVICES**

12.1.1 PROPOSED LOCAL PLANNING POLICY – TINY HOUSES ON WHEELS

| | |
|-----------------------------------|--|
| File Reference: | N/A |
| Location: | Shire of Ravensthorpe |
| Applicant: | N/A |
| Author: | Richard Hindley |
| Authorising Officer | Chief Executive Officer |
| Date: | 7 February 2024 |
| Disclosure of Interest: | Nil |
| Attachments: <u>12.1.1</u> | Local Planning Policy – Tiny Houses on Wheels |
| Previous Reference: | N/A |

PURPOSE

1. For Council to consider proceeding with the proposed Local Planning Policy – Tiny Houses on Wheels without modification (Attachment 12.1.1).

BACKGROUND

2. Tiny Houses are a relatively new form of housing type that are considered a land use but have not been regulated due to the lack of a policy framework under which to assess the development. The proposed Local Planning Policy – Tiny Houses on Wheels provides a consistent framework under which to approve Tiny Houses in the Shire of Ravensthorpe.
3. At the Ordinary Council Meeting held in December 2023 Council resolved (122/23) the following:

That Council in accordance with Clause 4 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2) prepare the Local Planning Policy – Tiny Houses on Wheels as contained in Attachment to this report.

COMMENT

4. The draft Local Planning Policy – Tiny Houses on Wheels was presented to Council for the purposes of seeking public comment as per Clause 4.(1) of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2*).

It should be noted this Local Planning Policy only relates to Tiny Houses on Wheels; other small houses with footings are dealt with under the National Construction Codes.

Further, it is proposed that a Tiny House on Wheels can be placed on any block where a single dwelling is permitted no matter the size of the lot. If a dwelling is already constructed a Tiny House on Wheels will be considered an ancillary dwelling.

The policy was advertised in accordance with Clause 4.(1) of the Deemed Provisions and no submissions were received.

CONSULTATION

5. As this policy was prepared under Clause 4.(1) of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 it was advertised for 21 days.
6. The Policy was advertised with comments closing on 1 February 2024. At the closure of the advertising period no submissions had been received.

STATUTORY ENVIRONMENT

7. Local Planning Scheme No. 6
8. Clauses 3(5) and 67 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2
9. *Planning and Development Act 2005*

POLICY IMPLICATIONS

10. This item relates to policy development.
11. Local Planning Policies are guidelines used to assist the local government in making decisions under the Local Planning Scheme and may address land use as well as development requirements. Although Local Planning Policies are not part of the Local Planning Scheme they must be consistent with, and cannot vary, the intent of the Local Planning Scheme provisions. In considering an application for Planning Approval, the local government must have regard to a Local Planning Policy as required under Clauses 3(5) and 67 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2.

FINANCIAL IMPLICATIONS

12. Nil

RISK MANAGEMENT

- 13.

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---------------------------|------------|---------------|---------------|---|
| Performance (operational) | Rare | Insignificant | Very Low | Consistency with decision making. |
| Environmental | Rare | Minor | Low | Consistency with decision making will reduce impact |
| Reputational | Rare | Insignificant | Very Low | Consistency with decision making. |

ALTERNATE OPTIONS

14. Nil.

STRATEGIC ALIGNMENT

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

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

| Item | Objectives and Strategies |
|------|---|
| 3.1 | The Shire of Ravensthorpe has appropriate housing choice available to the community |

VOTING REQUIREMENTS

16. Simple Majority

COUNCIL DECISION

Moved by Cr Miloseski and seconded by Cr Richardson

Resolution: 07/24

That Council in accordance with Clause 4(3) of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) PROCEED with the 'Local Planning Policy – Tiny Houses' without modification as shown in Attachment 12.1.1.

Motion put and CARRIED

(6/0)

12.1 **EXECUTIVE SERVICES**

12.1.2 **PROPOSED LOCAL PLANNING POLICY – CHALET DEVELOPMENT**

| | |
|--|---|
| File Reference: | N/A |
| Location: | Shire of Ravensthorpe |
| Applicant: | N/A |
| Author: | Richard Hindley |
| Authorising Officer | Chief Executive Officer |
| Date: | 7 February 2024 |
| Disclosure of Interest: | Nil |
| Attachments: <u>12.1.2</u> | Local Planning Policy – Chalet Development |
| Previous Reference: | N/A |

PURPOSE

1. For Council to consider proceeding with the proposed Local Planning Policy – Chalet Development without modification (Attachment 12.1.2).

BACKGROUND

2. The Local Planning Policy – Chalet Development has the following objectives:
 - Guide development of, and provide opportunities for, chalet development in the 'Rural' zone to ensure it does not adversely impact on the rural character or amenity of the locality or that of surrounding landowners;
 - Facilitate a range of safe and secure short stay accommodation services within the rural areas;
 - Provide a balance between any existing land uses, long-term rural pursuits and chalet development, ensuring that the chalet development enterprises do not dominate and detrimentally impact rural land;
 - Ensure chalet development does not detrimentally impact upon the usability of rural land for rural uses;
 - Ensure chalet development does not detrimentally impact upon the environment;
 - Protect the existing rural character and streetscape of rural areas; and
 - Provide safe, secure and healthy accommodation environments within the Shire
3. At the Ordinary Council Meeting held in December 2023 Council resolved (121/23) the following:

That Council in accordance with Clause 4 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2) approve for public comment the Local Planning Policy – Chalet Development as contained in attachment to this report.

COMMENT

4. The draft Local Planning Policy – Chalet Development was presented to Council for the purpose of seeking public comment as per Clause 4.(1) of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2.

It should also be noted that this policy works in tandem with the Local Planning Policy – Tiny Houses on Wheels as this form of development can meet the definition of 'Holiday Accommodation' in the 'Rural' zone.

The policy was advertised in accordance with Clause 4.(1) of the Deemed Provisions and no submissions were received.

CONSULTATION

5. As this policy was prepared under Clause 4.(1) of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) it was advertised for 21 days.
6. The Policy was advertised with comments closing on 1 February 2024. At the closure of the advertising period no submissions had been received.

STATUTORY ENVIRONMENT

7. Local Planning Scheme No. 6
8. Clauses 3(5) and 67 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2)
9. *Planning and Development Act 2005*

POLICY IMPLICATIONS

10. This item relates to policy development.
11. Local Planning Policies are guidelines used to assist the local government in making decisions under the Local Planning Scheme and may address land use as well as development requirements. Although Local Planning Policies are not part of the Local Planning Scheme they must be consistent with, and cannot vary, the intent of the Local Planning Scheme provisions. In considering an application for Planning Approval, the local government must have regard to a Local Planning Policy as required under Clauses 3(5) and 67 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2).

FINANCIAL IMPLICATIONS

12. Nil

RISK MANAGEMENT

- 13.

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---------------------------|------------|---------------|---------------|-----------------------------------|
| Performance (operational) | Rare | Insignificant | Very Low | Consistency with decision making. |

| | | | | |
|---------------|------|---------------|----------|---|
| Environmental | Rare | Minor | Low | Consistency with decision making will reduce impact |
| Reputational | Rare | Insignificant | Very Low | Consistency with decision making. |

ALTERNATE OPTIONS

14. Nil.

STRATEGIC ALIGNMENT

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

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

| Item | Objectives and Strategies |
|------|--|
| 3.2 | New development (including commercial) is of a high quality and contributes positively to the character and appearance of the town |

VOTING REQUIREMENTS

16. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Miloseski

Resolution: 08/24

That Council in accordance with Clause 4(3) of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) PROCEED with the Local Planning Policy – Chalet Development without modification as contained in Attachment 12.1.2

Motion put and CARRIED

(6/0)

12.1 EXECUTIVE SERVICES

12.1.3 CIVIC AND COMMUNITY EVENTS PROVIDED AND ORGANISED BY THE SHIRE OF RAVENSTHORPE

| | |
|--------------------------------|--|
| File Reference: | N/A |
| Location: | Shire of Ravensthorpe |
| Applicant: | N/A |
| Author: | Manager Community, Sport and Recreation |
| Authorising Officer | Chief Executive Officer |
| Date: | 12 February 2024 |
| Disclosure of Interest: | Nil |
| Attachments: | Nil |
| Previous Reference: | N/A |

PURPOSE

1. That Council support a calendar of civic and community events that it provides, organises and funds in order to achieve the community's long-term strategic objectives.

BACKGROUND

2. Events, celebrations, commemorations, and festivals play an important role in the Shire of Ravensthorpe's social and economic environments.
3. Events can bring substantial new dollars into the economy, contributing to tourism, retail, hospitality service and professional services, supporting local employment as well as the economy.
4. Events bring communities together, providing entertainment and celebrating our heritage and special interests.
5. They contribute to residents having a sense of pride in our community, as well as developing skills and learning or social connection opportunities for volunteers.
6. Specifically, in relation to local government, an event can be considered as any organised activity that takes place wholly or partly on public land (including roads, footpaths, council venues and sports grounds) that requires approval from the local government and/or other government agencies.
7. Events range from small functions to large multi-organisational experiences, involving thousands of people, requiring complex management.
8. More complex events are a catalyst for economic development; make a major contribution to positioning the local community as a tourist attraction; and boost the awareness of the local community as a centre of sport, arts, culture or industry.

9. Irrespective of size, events will generally require:
 - Planning, organisation and publicity
 - Risk assessment and risk management plans
 - Approval from local government and in some cases a range of other government bodies
 - Access to resources that local government manages
 - Strong partnerships involving government agencies, volunteers' organisations, community cultural groups and the business community
 - Community support and participation
 - Clear public communication
 - Access and equity issues to be considered
 - Transparency and probity in the allocation of support and resources
10. Well-managed events are an important part of the development of vibrant sustainable local communities, contributing to the community social fabric and the local economy. Increasingly, successful events have become an important strategy underpinning local economic development. It is also clear that poorly managed events can result in significant environmental and social harm.
11. Local governments have an important role in identifying opportunities, providing support and resources and ensuring that events are conducted in a manner that is safe and environmentally appropriate.
12. Initiation, facilitation, and support for special events can contribute to a local government achieving its long-term social, environmental, economic and civic leadership strategic objectives. Further, they provide an opportunity for Councillors and Shire staff to actively engage with community groups and the diverse communities that make up a local area.
13. Local events provide the opportunity to:
 - Encourage tourism
 - Showcase local attractions
 - Promote local business skills and initiatives
 - Generate revenue for local businesses through event leveraging
 - Promote local arts and culture through festivals, concerts or exhibitions
 - Promote the contributions of local culturally and linguistically diverse communities
 - Provide an opportunity for local government, various government service providers and volunteer agencies to publicise services and obtain feedback
 - Encourage marginalised groups to participate in community development
 - Draw people together, fostering social, economic and service networks
 - Promote civic pride and involvement through activities such as Australia Day celebrations and citizenship ceremonies.
14. A local government can play many roles in relation to events within its region. These roles include:

- Provider: As the direct provider of an event, the local government would undertake the event organising and is the main funder and promoter of the event. Other sponsors and supporters take a secondary role.
- Facilitator: The local government could support a number of events organised by external groups and individuals by assisting with event coordination, regulation and advice. The local government, therefore, could encourage collaboration between different groups and people, and provide advice and assistance about different funding opportunities that maybe available for events.
- Partner: In an effort to facilitate events and build the capacity of community groups to hold such events independently, the local government can sometimes partner with the community group or organisation to deliver the event.
- Funder/Supporter: The local government can provide sponsorship and funding through community grants and other funding arrangements for a number of events held within the region by other groups and individuals, and may not play any further direct or indirect role in the organisation of the event.
- Promoter: The local government can generate enthusiasm and energy for events organised by itself and others through leveraging online, printed and public relations activities.
- Landlord: The local government can hire out a range of community facilities and venues and plays no direct or indirect role in the organisation of an event.

15. Local governments therefore should consider how its support for events assists in achieving the community's long-term strategic objectives. There are a multiplicity of factors that local governments should consider including:

- The geographical composition of its community
- The cultural composition of its community
- Gaps in community support networks
- The priorities of local communities as expressed through community consultations
- Promotion of local businesses and attractions
- The need to manage risk associated with particular types of events
- The resources the local government has available
- Event management expertise that is available within the local area
- Access and equity
- Transparency and probity in the allocation of support and resources

COMMENT

16. The Shire's Civic Receptions and Ceremonial Functions Policy (G12) states within its Policy Objective:

To fulfil its civic objectives the Shire will deliver a range of civic and ceremonial functions, as well as other functions and events as the need arises.

These events and functions foster positive relationships between the community and the Shire, connect the community in celebration, recognise and celebrate individual and community achievements and promote community spirit.

18. Specifically, the Shire’s Civic Receptions and Ceremonial Functions Policy (G12) states as Policy that:

The Shire supports events that mark significant days of celebration or commemoration including Australia Day, WA Day, ANZAC Day and Remembrance Day.

19. With ANZAC Day and Remembrance Day, the Shire’s Civic Receptions and Ceremonial Functions Policy (G12) refers to the Shire supporting the Ravensthorpe Returned and Services League (RSL) for the conduct of these events. As the RSL does not now exist within the Shire, the Shire has taken on the organisation of these events with the help of local individuals. It is proposed that for each of these commemorative events, that in any year, one of them is held in the township of Ravensthorpe or Hopetoun and the other event i.e. Remembrance Day, is held in the town that did not hold ANZAC Day that year.

20. In the Shire of Ravensthorpe commissioned report titled Economic Growth Strategy (2022), one of the Indicators of Success was a goal of “A More Vibrant and Liveable Region” which involves having a full calendar of community and major events.

21. A proposed annual calendar of events to be organised and provided by the Shire is outlined below for consideration by Council.

22. Over time, additional events could be added to this list, pending Council approval and community interest and support.

SHIRE OF RAVENSTHORPE ANNUAL CALENDAR OF CIVIC AND COMMUNITY EVENTS PROVIDED BY THE SHIRE

| Date | Event | Type | Proposed Location |
|-------------|---------------------------------------|-------------|---|
| January 26 | Australia Day (Citizenship Awards) | Civic | Hopetoun |
| March | Harmony Day | Community | TBA. |
| April 25 | ANZAC Day | Civic | Alternating years Hopetoun Ravensthorpe |
| June 1 | WA Day | Community | TBA. |

| | | | |
|-------------|---|-----------|---|
| November 11 | Remembrance Day | Civic | Alternating years Ravensthorpe Hopetoun |
| December 5 | Thank a Volunteer Day (International Volunteer Day) | Community | TBA |
| December | Christmas Lights Competition – Home & Business | Community | Hopetoun Ravensthorpe Munglinup |
| December | Seniors Christmas Lunch | Community | Hopetoun |

CONSULTATION

23. Shire Executive Team

STATUTORY ENVIRONMENT

24. Local Government Act 1995

POLICY IMPLICATIONS

25. G12 Civic Receptions and Ceremonial Functions

FINANCIAL IMPLICATIONS

26. During Council's annual budget deliberations, Council to approve up to \$30,000 per annum in financial support for a calendar of events to be provided and organised by the Shire on behalf of the community. Around \$15,000 is currently allocated as Shire Support for these events and activities.

RISK MANAGEMENT

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

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---------------------------|------------|---------------|---------------|--|
| Performance (operational) | Unlikely | Minor | Low | Each event has an operational plan in place with performance risks identified to be aware and considered to be avoided.. |
| Financial | Unlikely | Minor | Low | An event has a prior budget objective to be adhered to. |
| Environmental | Rare | Insignificant | Very Low | An event has appropriate risk management strategies in place |

Reputational

Rare

Insignificant

Very Low

Council has provided support for a specific event

ALTERNATE OPTIONS

28. Council may decide to:

- (i) Not provide support for a particular event or events
- (ii) Support and include an additional event or more events in the annual calendar of events

STRATEGIC ALIGNMENT

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

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

| Item | Objectives and Strategies |
|------|---------------------------------|
| 1.1 | To grow business and employment |

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

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

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

| Item | Objectives and Strategies |
|------|---|
| 3.1 | The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity. |

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

| Item | Objectives and Strategies |
|------|---|
| 5.1 | The Shire's community is engaged and involved |
| 5.3 | The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future |

VOTING REQUIREMENTS

30. Simple Majority

OFFICER'S RECOMMENDATION

That Council:

ENDORSE an Annual Calendar of Civic and Community Events to be provided, organised and funded by the Shire of Ravensthorpe as listed in the table below.

SHIRE OF RAVENSTHORPE ANNUAL CALENDAR OF CIVIC AND COMMUNITY EVENTS PROVIDED BY THE SHIRE

| Date | Event | Type | Proposed Location |
|-------------|---|-----------|---|
| January 26 | Australia Day (Citizenship Awards) | Civic | Hopetoun |
| March | Harmony Day | Community | TBA. |
| April 25 | ANZAC Day | Civic | Alternating years Hopetoun Ravensthorpe |
| June 1 | WA Day | Community | TBA. |
| November 11 | Remembrance Day | Civic | Alternating years Ravensthorpe Hopetoun |
| December 5 | Thank a Volunteer Day (International Volunteer Day) | Community | TBA |
| December | Christmas Lights Competition – Home & Business | Community | Hopetoun Ravensthorpe Munglinup |
| December | Seniors Christmas Lunch | Community | Hopetoun |

COUNCIL DECISION PROCEDURAL MOTION

Cr Major proposed that Council be provided more opportunity to consider this item and to workshop the current events policy.

Moved by Cr Major, seconded by Cr Richardson

Resolution: 09/24

Council AGREED by unanimous consensus to lay the document on the table to a future meeting date.

Motion put and CARRIED

6/0

12.1 **EXECUTIVE SERVICES**

12.1.4 **MULTI-SPORTS GAMES**

| | |
|--------------------------------|---|
| File Reference: | N/A |
| Location: | Shire of Ravensthorpe |
| Applicant: | N/A |
| Author: | Manager Community, Sport & Recreation |
| Authorising Officer | Chief Executive Officer |
| Date: | 12 February 2024 |
| Disclosure of Interest: | Manager Community, Sport & Recreation may be a member of some local sporting groups that decide to participate in a multi-sports games |
| Attachments: 12.1.4 | 1. 2021 Gascoyne Games Official Program booklet 2. 2021 Gascoyne Games – August 2021 Newsletter (Issue No. 2) |
| Previous Reference: | N/A |

PURPOSE

1. That Council provide preliminary endorsement for the hosting and organising of a two to two-and-a-half day multi-sports games in the Shire of Ravensthorpe during 2025.
2. In providing preliminary endorsement for a multi-sports games, that Council supports a funding application for the Play Well Participation Grant Program Stream 2.

BACKGROUND

3. Hosting and organising a multi-sports games in a region results in a range of positive impacts for individuals, communities and the local economy. These type of events with athletes and teams competing can help to bring communities together, encourage people to participate as players and volunteers and boost economic activity.
4. Within the Shire of Ravensthorpe, there are a range of sports that could be involved in multi-sports games. With 2024 being an Olympic Year, hosting the Shire of Ravensthorpe's own "mini-Olympics" following this year's Paris Olympics (and promoting the Brisbane 2032 Olympics to come) will all add to the excitement of participating in a local multi-sports games.
5. Additionally, throughout the Shire of Ravensthorpe in various townships, there are, importantly, suitable sports facilities to be able to be utilised for a regional level multi-sports games.
6. A similar style of a regional multi-sports games – the Gascoyne Games - was organised over a weekend in 2021 (the official Games Program and one of the four newsletters that were produced – are attached with this report).
7. The 2021 Gascoyne Games had 12 sports involved with over 500 competitors plus officials and supporting family members and friends. These Games were not only promoted within the Gascoyne Region but also to neighbouring regions and even south to Perth where some competitors came from.

8. For the Shire of Ravensthorpe, the hosting of a multi-sport games which would involve local sporting clubs and associations organising individual sports competitions would also help to build on objectives of the Department of Local Government, Sport and Cultural Industries *Every Club Program* which is aimed at building sustainable governance capacity of sporting and active recreation clubs and associations. (Note: The Shire of Ravensthorpe is just one of three local governments participating in this program in the Goldfields-Esperance Region, with the other two LGAs being the City of Kalgoorlie and the Shire of Esperance).
9. The objectives of organising and hosting a multi-sports games, include:
 - Building intra-regional spirit by uniting the Shire of Ravensthorpe community and nearby communities through a weekend participation in various sporting and recreation activities;
 - Providing opportunities for each town in the Shire of Ravensthorpe to position and market themselves in staging the games through hosting one or more sports competitions
 - Allowing for the introduction of new sports and provide opportunities for various sports to develop across the region
 - Providing coaching, player, officials and administrative development opportunities for talented players, coaches, officials and administrators to progress further in their chosen sport.
 - Increasing the participation of people in sport and recreation living within this region of Western Australia
 - Increasing awareness of health issues and healthy lifestyle issues.

COMMENT

10. Presently, there is an Australian Sports Commission grant available titled the *Play Well Participation Grant Program*.
11. The objectives of this Program are to support organisations to:
 - Increase involvement in sport and physical activity through the provision of inclusive and quality sport and physical activity experiences, and
 - Address the barriers to sport and physical activity and provide more opportunities to be involved in sport and physical activity programs for those in the community who face the most barriers.
12. The Australian Sports Commission is allocating \$10.3 million in 2023-2024 to support the Program. The funding is split into two streams. Stream 2 is aim at "Supporting Local Government Councils to form partnerships to deliver Projects that address local barriers to involvement in sport." \$2 million is available for community projects in this stream with a potential successful grant amount able to be allocated between \$10,000 and \$40,000.
13. For the Stream 2 funding, "a Local Government Council must partner with a State or Local sporting organisation and/or university to deliver at least one sport listed on the ASC Sport Directory. A list of sports can be found https://www.sportaus.gov.au/australian_sports_directory The project must held within the boundaries of the primary applicant's Local Government Area (LGA)."

14. Following the closure of applications for the Play Well Participation Grant on 23 February, 2024, notification of application outcome and funding announcements will be made from 1 April, 2024. Successful application projects are to be commenced no later than 30 June 2024 (therefore the organisation and promotion of a Shire of Ravensthorpe multi-sport games would need to commence before 30 June 2024) with all projects for this funding program required to be completed before 31 December 202.

15. Potential support from the Shire of Ravensthorpe hosting and organising a multi-sport games
- Event management and administration support leading up to the event, including promoting, marketing, registrations, risk management and insurances
 - Co-ordinating and chairing the Games Sports Committee
 - Liaison with other local governments. Sporting associations/clubs (at local and state level), DLGSC, Australian Sports Commission,
 - Development and printing of the 2025 Games Program
 - Venue Hire and all other Shire costs for the event (e.g. permits)
 - Medals and trophies
 - Shire provides public liability for all competition venues and function sites managed/owned by the Shire of Ravensthorpe
 - Opening Games function event (to be determined before promoting the Games as this would be dependent on the timing of all the sports competitions participating and when they would be held)

Requirements of Shire of Ravensthorpe sports organisations

- A representative to sit on the Games Organising Committee
- Local sports organisations to establish a competition organising committee for their sport
- Sports organisations to provide individual sports-related insurances (i.e. competitors, officials, volunteers)
- Sports specific competition team/individual fess and registration of competitors and officials is determined by each sport
- Sports organisations will be required to host their sport competition over the weekend, including organising the sports competition, ground/court markings, providing umpires/referees, scoring and collating of competition results'
- Equipment required for each sport's competition.

CONSULTATION

16. Shire staff have had initial consultations with the Department of Local Government, Sport and Cultural Industries, as well as with the Australian Sports Commission.

17. Discussions with different sporting groups within the Shire of Ravensthorpe are presently being undertaken to gauge initial interest and support to participate in a regional multi-sports games.

STATUTORY ENVIRONMENT

18. *Local Government Act 1995*

POLICY IMPLICATIONS

19. Nil

FINANCIAL IMPLICATIONS

20. Based on an understanding from a previous involvement with a regional multi-sports games – the 2021 Gascoyne Games – the budget for this type of multi-sports games within the Shire of Ravensthorpe could be about \$70,000.
21. Presently there is a grant opportunity available from the Australian Sports Commission which is offering up to \$40,000, if an application was submitted by 23 February, 2024, and the maximum grant requested was successful.
22. Depending on the final funding required, the remaining funding will be sought through seeking financial support from DLGSC, private companies and the Shire of Ravensthorpe.

RISK MANAGEMENT

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

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---------------------------|------------|-------------|---------------|--|
| Performance (operational) | Unlikely | Minor | Low | Performance control will be put in place through regular meetings of the Games Sports Committee, individual meetings with sports and strong risk and event management planning |
| Financial | Unlikely | Minor | Low | Financial control will be put in place by both the Shire of Ravensthorpe and through regular meetings of the Games Sports Committee. |
| Reputational | Unlikely | Minor | Low | Potential reputational harm will be minimised through the development and implementation of event and risk management procedures and a Games organising procedures manual. |

ALTERNATE OPTIONS

24. Alternate options include but not limited to:

- (i) Council not supporting the hosting of a multi-sport games in 2025
- (ii) If (a) was to occur then Council would not need to support a funding application to the Australian Sports Commissions, The Play Well Participation Grant Program Stream 2 which closes on 23 February 2024

STRATEGIC ALIGNMENT

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

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

| Item | Objectives and Strategies |
|------|---------------------------------|
| 1.1 | To grow business and employment |

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

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

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

| Item | Objectives and Strategies |
|------|---|
| 5.1 | The Shire's community is engaged and involved |
| 5.2 | The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future |
| 5.3 | The value of community owned assets is maintained |

VOTING REQUIREMENTS

26. Simple Majority

COUNCIL DECISION VIA AN AMENDED OFFICER'S RECOMMENDATION

Moved by Cr Gibson and seconded by Cr Mudie

Resolution: 10/24

That Council:

- 1. SUPPORTS a funding application to the Australian Sports Commission Play Well Participation Grant Program – Stream 2 which closes on February 23, 2024.**
- 2. Subject to the outcome of the above grant application, REQUESTS the CEO to prepare a detailed multi-sports games event proposal, including timing, required resourcing, and a potential name for the multi-sports games for further Council consideration.**

Motion put and CARRIED

(6/0)

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 31 DECEMBER 2023

| | |
|----------------------------------|---|
| File Reference: | N/A |
| Location: | Shire of Ravensthorpe |
| Applicant: | Nil |
| Author: | Accountant |
| Authorising Officer | Executive Manager Corporate Services |
| Date: | 08 February 2024 |
| Disclosure of Interest: | Nil |
| Attachment: <u>12.2.1</u> | Monthly Financial Reports for 31 December 2023 |
| Previous Reference: | Nil |

PURPOSE

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

BACKGROUND

2. Council is requested to review the December 2023 Monthly Financial Reports.

COMMENT

3. The December 2023 Monthly Financial Reports are presented for review.

CONSULTATION

4. Executive Team

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. All expenditure has been approved via adoption of the 2023/24 Annual Budget, or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT:

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

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

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Gibson

Resolution: 11/24

That Council RECEIVE the December 2023 Monthly Financial Reports as presented.

Motion put and CARRIED

(6/0)

12.2 **CORPORATE SERVICES**

12.2.2 MONTHLY FINANCIAL REPORT – 31 JANUARY 2024

| | |
|----------------------------------|--|
| File Reference: | N/A |
| Location: | Shire of Ravensthorpe |
| Applicant: | Nil |
| Author: | Accountant |
| Authorising Officer | Executive Manager Corporate Services |
| Date: | 12 February 2024 |
| Disclosure of Interest: | Nil |
| Attachment: <u>12.2.2</u> | Monthly Financial Reports for 31 January 2024 |
| Previous Reference: | Nil |

PURPOSE

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

BACKGROUND

2. Council is requested to review the January 2024 Monthly Financial Reports.

COMMENT

3. The January 2024 Monthly Financial Reports are presented for review.

CONSULTATION

4. Executive Team

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. All expenditure has been approved via adoption of the 2023/24 Annual Budget, or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT:

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

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

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

10. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Livingston

Resolution: 13/24

That Council RECEIVE the January 2024 Monthly Financial Reports as presented.

Motion put and CARRIED

(6/0)

12.2 CORPORATE SERVICES

12.2.3 SCHEDULE OF ACCOUNT PAYMENTS – DECEMBER 2023

| | |
|-----------------------------------|---|
| File Reference: | GR.ME.8 |
| Location: | Shire of Ravensthorpe |
| Applicant: | Shire of Ravensthorpe |
| Author: | Finance Officer |
| Authorising Officer | Executive Manager of Corporate Services |
| Date: | 09 February 2024 |
| Disclosure of Interest: | Nil |
| Attachments: <u>12.2.3</u> | Schedule of Payments 31 December 2023 Credit Card Transactions to 01 December 2023 Creditors List of Accounts Paid December 2023 |
| Previous Reference: | Nil |

PURPOSE

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

BACKGROUND

2. Period 01/12/2023 – 31/12/2023

2023/2024

| Month | Cheques | EFT Pymts | Direct Debits | Credit Card | Trust | Total Creditors | Payroll |
|--------------|----------------|-------------------|------------------|----------------|----------|-------------------|------------------|
| Jul | 5,390 | 977,241 | 142,831 | 4,180 | 0 | 1,129,643 | 336,369 |
| Aug | 13,517 | 818,548 | 143,285 | 8,366 | 0 | 983,716 | 327,430 |
| Sep | 5,452 | 523,031 | 59,617 | 4,859 | 0 | 592,960 | 328,547 |
| Oct | 57,624 | 618,676 | 86,149 | 7,850 | 0 | 770,300 | 347,668 |
| Nov | 44,379 | 1,224,065 | 38,625 | 6,417 | 0 | 1,313,486 | 481,171 |
| Dec | 9,173 | 2,956,514 | 55,025 | 17,203 | 0 | 3,037,914 | 427,999 |
| Jan | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Feb | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mar | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Apr | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| May | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Jun | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 135,535 | 7,118,075 | 525,532 | 48,875 | 0 | 7,828,018 | 2,249,184 |
| 22/23 | 114,562 | 12,445,050 | 943,431 | 81,842 | 0 | 13,584,885 | 4,162,759 |
| 21/22 | 109,610 | 11,455,728 | 1,217,128 | 101,107 | 0 | 12,883,572 | 4,057,812 |
| 20/21 | 219,357 | 8,442,181 | 965,406 | 135,103 | 0 | 9,762,047 | 3,790,863 |

COMMENT

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

CONSULTATION

- Accountant and Executive Manager Corporate Services

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

- Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

-

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|--|------------|---------------|---------------|---|
| Reputational – That Council does not receive the schedule of account payments. | Rare | Insignificant | Very Low | That Council receives the schedule of account payments. |

ALTERNATE OPTIONS

- Nil.

STRATEGIC ALIGNMENT

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

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

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

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Major

Resolution: 14/24

That Council, pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of December 2023 be NOTED.

Motion put and CARRIED

(6/0)

12.2 CORPORATE SERVICES

12.2.4 SCHEDULE OF ACCOUNT PAYMENTS – JANUARY 2024

| | |
|-----------------------------------|--|
| File Reference: | GR.ME.8 |
| Location: | Shire of Ravensthorpe |
| Applicant: | Shire of Ravensthorpe |
| Author: | Finance Officer |
| Authorising Officer | Executive Manager of Corporate Services |
| Date: | 12 February 2024 |
| Disclosure of Interest: | Nil |
| Attachments: <u>12.2.4</u> | Schedule of Payments 31 January 2024 Credit Card Transactions to 01 January 2024 Creditors List of Accounts Paid January 2024 |
| Previous Reference: | Nil |

PURPOSE

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

BACKGROUND

2. Period 01/01/2024 – 31/01/2024

2023/2024

| Month | Cheques | EFT Pymts | Direct Debits | Credit Card | Trust | Total Creditors | Payroll |
|--------------|----------------|-------------------|------------------|----------------|----------|-------------------|------------------|
| Jul | 5,390 | 977,241 | 142,831 | 4,180 | 0 | 1,129,643 | 336,369 |
| Aug | 13,517 | 818,548 | 143,285 | 8,366 | 0 | 983,716 | 327,430 |
| Sep | 5,452 | 523,031 | 59,617 | 4,859 | 0 | 592,960 | 328,547 |
| Oct | 57,624 | 618,676 | 86,149 | 7,850 | 0 | 770,300 | 347,668 |
| Nov | 44,379 | 1,224,065 | 38,625 | 6,417 | 0 | 1,313,486 | 481,171 |
| Dec | 9,173 | 2,956,514 | 55,025 | 17,203 | 0 | 3,037,914 | 427,999 |
| Jan | 6,543 | 998,422 | 39,093 | 8,505 | 0 | 1,052,563 | 425,009 |
| Feb | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mar | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Apr | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| May | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Jun | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 142,078 | 8,116,498 | 564,625 | 57,381 | 0 | 8,880,581 | 2,674,193 |
| 22/23 | 114,562 | 12,445,050 | 943,431 | 81,842 | 0 | 13,584,885 | 4,162,759 |
| 21/22 | 109,610 | 11,455,728 | 1,217,128 | 101,107 | 0 | 12,883,572 | 4,057,812 |
| 20/21 | 219,357 | 8,442,181 | 965,406 | 135,103 | 0 | 9,762,047 | 3,790,863 |

COMMENT

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

CONSULTATION

4. Accountant and Executive Manager Corporate Services

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

8.

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|--|------------|---------------|---------------|---|
| Reputational – That Council does not receive the schedule of account payments. | Rare | Insignificant | Very Low | That Council receives the schedule of account payments. |

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

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

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

| Item | Objectives and Strategies |
|------|--|
| 5.7 | Customer service and other corporate systems are of high quality |

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Major and seconded by Cr Richardson

Resolution: 15/24

That Council, pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of January 2024 be NOTED.

Motion put and CARRIED

(6/0)

12.3 INFRASTRUCTURE SERVICES

Nil.

12.4 PROJECTS AND REGULATORY SERVICES

Nil.

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

Nil.

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

Nil.

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

Nil.

16. CLOSURE

The Presiding Member declared the meeting closed at 6.37pm.

