



Agenda

Ordinary Meeting
of Council

Tuesday, 19 March 2024

Commencing at 6.00pm

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NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe

Ordinary Council Meeting

Will be held on

Tuesday, 19 March 2024

Commencing at 6.00pm

Council Chambers

Ravensthorpe Cultural Precinct

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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DISCLOSURE OF INTEREST FORM

(Elected Members/Committee
Members/Employees/Contractors)

Local Government Act 1995 (Section 5.65, 5.70, 5.71 & 5.71(B))

To: Chief Executive Officer

Name _____

Elected Member Committee Member Employee Contractor

Ordinary Council Meeting held on _____

Special Council Meeting held on _____

Committee Meeting held on _____

Other _____

Report No _____

Report Title _____

Type of Interest (*see overleaf for further information)

Proximity

Financial

Impartiality

Nature of Interest

Extent of Interest (if intending to seek Council approval to be involved with debate and/or vote)

Signed: _____ Date: _____

- **Note 1** - Elected Members/ Committee Members/Employees refer to the Disclosure of Interest Declaration card when disclosure is being read out at Council or Committee Meeting.
- **Note 2**: For Ordinary meetings of the Council, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.
- **Note 3**: Employees or Contractors disclosing an interest in any matter apart from at meetings, where there is a conflict of interest including disclosures required by s5.71 are required to submit this form to the CEO as soon as practicable.

CEO: _____

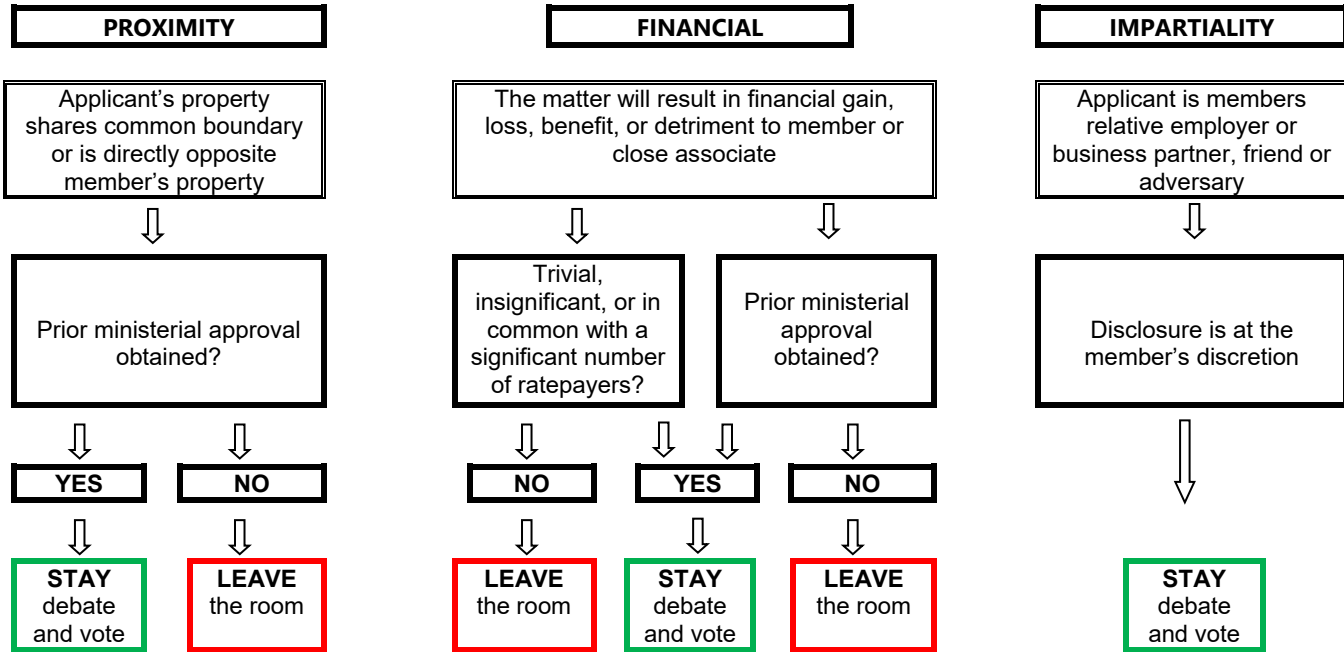
Signed: _____

Date: _____

OFFICE USE ONLY

Particulars recorded in Minutes

Particulars recorded in Register



Local Government Act 1995 – Extract

s.5.60A - Financial Interest

A person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

s.5.60B – Proximity Interest

A person has a proximity interest in a matter if the matter concerns —

- (a) a proposed change to a planning scheme affecting land that adjoins the person's land; or
- (b) a proposed change to the zoning or use of land that adjoins the person's land; or
- (c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

- (1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:
 - (a) in a written notice given to the CEO before the meeting; or (b) at the meeting immediately before the matter is discussed. (Penalties apply).
- (2) It is a defence to a prosecution under this section if the member proves that he or she did not know:
 - (a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.
- (3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

- (1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.
- (2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.
- (3) An employee who discloses an interest under this section must if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

- (a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply)

5.71A. - CEOs to disclose interests relating to gifts in connection with advice or reports

- (1) A CEO who has an interest relating to a gift in a matter in respect of which the CEO proposes to provide advice or a report, directly or indirectly, to the council or a committee must disclose the nature of the interest in a written notice given to the council.
- (2) A CEO who makes a disclosure under subsection (1) must not provide the advice or report unless the CEO is allowed to do so under section 5.71B(2) or (6).
- (3) A CEO who has an interest relating to a gift in a matter in respect of which another employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when the advice or report is provided.

Local Government (Administration) Regulations 1996 – Extract - In this clause and in accordance with Regulation 19AA "Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an association.

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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 to declare the meeting open.

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

The Shire President advises 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)
Cr Rachel Gibson
Cr Robert Miloseski
Cr Rachel Livingston (Electronic Attendance)
Cr Graham Richardson
Cr Sue Leighton (Electronic Attendance)

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

APOLOGIES

Nil.

LEAVE OF ABSENCE

Nil.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following questions were taken on notice from the February Ordinary Council Meeting;

Ms. Karen Sinclair;

Q. 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?

Shire Response: As per the Shire's current approved fees and charges the Hopetoun Standpipe potable water charges are calculated as Water at cost (\$0.945/Kl) + 10% standpipe maintenance recovery + Monthly Admin Fee \$55.40. In 2023/24 our standpipe maintenance costs YTD are \$5,375 and reflect 13% of the water costs. The Shire does not generate a revenue surplus on this water supply and the monthly Administration Fee is a recovery of Shire staff time in preparing, issuing invoices and chasing any outstanding debts. The water standpipe in question supplies potable water and the price reflects this higher quality water supply. The Shire is currently investigating improved water resilience programs and other more affordable options for livestock will be considered in this review.

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?

Shire response: These potential works could be considered as part of future Shire Capital Budgets and would be subject to work priorities and Council approval. These works would also require input and approvals from Main Roads WA and more detailed community consultation.

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

Shire response: The firebreak treatment was last done in January 2023 and was completed at that time. It is due for retreatment in this year's Shire Mitigation Activity Fund (MAF) programme. The tender for these MAF works has now been through the evaluation process and ready to be awarded. The awarded treatment will be going to Council for endorsement at the March 2024 Ordinary Council Meeting and then will be made public. The treatments again are concentrating around critical assets with a high, or greater, risk rating and will focus again on the townsites of Hopetoun, Ravensthorpe and Munglinup.

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?

Shire response: The Shire maintains Lookout Road as part of a regular grading program. The potential sealing of this road has not been previously identified as a priority and therefore requires further investigation in order to be considered as part of future Shire Capital Budgets and would be subject to

Council direction and approval.

Mr. Larry Baker;

Q2 taken on notice. 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?

Shire response; The following items have been included in the Shire's 2023/24 budget approved by Council at a Special Council Meeting in August 2023 - a \$350K transfer to Airport Reserve, \$300K Capital spend on aerodrome and equipment, and a Surplus of \$210K to consolidated revenue. It should be noted that annual revenue from the Ravensthorpe airport has fluctuated significantly over the past 10 years mirroring the fortunes of the local mining sector. At its lowest in 2020, the airport generated only \$105K in revenue, and made a total loss of \$209K which was made up from general funds. Recent years have generated stronger returns and now provide Council with the opportunity to reinvest funds back into the aerodrome reserve and to improve overall facilities.

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.

Council Consideration Towards Public

When public questions necessitate resolutions of Council, out of courtesy and at the Shire President's discretion, the matter is to be dealt with immediately to allow the public to observe the determination of the matter (obviates the need for the public to wait an undetermined period of time).

When a matter is listed on the Agenda and member/s of the public are in attendance to observe the determination of the matter, out of courtesy and at the discretion of the Shire President, the matter is to be brought forward on the agenda and dealt with immediately to allow the public to observe the determination of the matter (again this obviates the need for the public to wait an indeterminate period of time).

5. DECLARATIONS OF INTEREST

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

The *Local Government Act 1995* (Section 2.25) provides that a Council may, by resolution, grant leave of absence to a member for Ordinary Council Meetings. A member who is absent, without first obtaining leave of the Council, throughout three consecutive Ordinary meetings of the Council is disqualified from continuing his or her membership of the Council.

Disqualification from membership of the Council for failure to attend Ordinary Meetings of the Council will be avoided so long as the Council grants leave prior to the member being absent. The leave cannot be granted retrospectively. An apology for non-attendance at a meeting is not an application for leave of absence.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 20 FEBRUARY 2024
(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.

That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 20 FEBRUARY 2024 be CONFIRMED as a true and correct record.

Moved: _____

Seconded: _____

Carried: /

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

11.1 AUDIT COMMITTEE - 2023 COMPLIANCE AUDIT RETURN

COMMITTEE RECOMMENDATION

That the Audit Committee recommend to Council that:

Council ADOPT the Compliance Audit Return for the period 1 January 2023 to 31 December 2023 and that a certified copy by the President and Chief Executive Officer be forwarded to the Department of Local Government, Sport and Cultural Industries within 14 days of adoption.

Moved: _____

Seconded: _____

Carried: /

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 PROGRESS REPORT – CORPORATE BUSINESS PLAN 2023/24

File Reference:	NA
Location:	NA
Applicant:	NA
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	13 March 2024
Disclosure of Interest:	Nil
Attachments:	12.1.1 CONFIDENTIAL Report – Update on Corporate Business Plan and 23/24 Budgeted Projects
Previous Reference:	NA

PURPOSE

1. That Council receives the year to date Corporate Business Plan (CBP) 2020-2024 progress report for the period up to 31 January 2024 including;
 - a. Corporate Business Plan; and
 - b. Budgeted Projects.

BACKGROUND

2. The CBP is Council's core strategic document for the 4 year period 2020 to 2024. This CBP activates the Shire of Ravensthorpe Strategic Community Plan (2020-2030) and integrates with other informing strategies including the Long Term Financial Plan and Workforce Plan.
3. This report also provides the status on projects that were endorsed as part of the 2023/24 budget adoption.

COMMENT

4. The CEO is required to present to Council an update on the Shire's Corporate Business Plan to keep them informed of the organisation's progress through the year.
5. This report is provided for the period up to 31 January 2024 and reports against status of the Corporate Business Plan Objectives and Strategies.
6. The purpose of this report is to:
 - i. Provide a status update as at 31 January 2024 on the key actions undertaken by the Shire for 2023/24 financial year of the Corporate Business Plan;
 - ii. Demonstrate how the Shire, through the Corporate Business Plan is meeting the Shire's Strategic Community Plan's goals and strategies; and,
 - iii. Meet the reporting guidelines of the Integrated Planning Framework.

7. The CBP is structured to meet the SCP objectives and as such is grouped into 5 priority areas addressing Economy; Community; Built Environment; Natural Environment; and Governance and Leadership aspirations of the Ravensthorpe community.
8. Table 1 provides a status report of the CBP actions as at 31 January 2024. Of the 51 actions 1 is complete, 48 on track (most actions are ongoing in nature), and 2 actions to monitor.

Table 1 - Corporate Business Plan Status Report

Objective	Actions	Status Complete	Status On track	Status Monitor	Status Intervene
Economy	6	0	6	0	0
Community	15	1	13	1	0
Built Environment	10	0	9	1	0
Natural Environment	8	0	8	0	0
Governance & Leadership	12	0	12	0	0
Total	51	1	48	2	0

9. Table 2 provides a report of the 2023/24 Budgeted Projects as at 31 January 2024. A total of 75 budgeted projects have been reported on for the 2023/24 period with 21 projects completed, 28 on track and 23 to monitor and 3 to intervene.

Table 2 - Budgeted 2023/24 Projects

Projects	Completed	On Track	Monitor	Intervene
75	21	28	23	3

CONSULTATION

10. Executive Managers and Shire officers

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

12. Nil

FINANCIAL IMPLICATIONS

13. Nil

RISK MANAGEMENT

14. Risks identified as part of this regular reporting;

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

ALTERNATE OPTIONS

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

STRATEGIC ALIGNMENT

16. 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
1.2	The right resources and infrastructure are in place to support local commerce and industry

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

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

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

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

Item	Objectives and Strategies
3.4	It is easy and safe to move around and in and out of the district
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

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

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

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

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

VOTING REQUIREMENTS

17. Simple Majority

OFFICER RECOMMENDATION

That Council RECEIVE the following progress reports for the 2023/24 period as at 31 January 2024:

- **Corporate Business Plan; and**
- **Budgeted Projects.**

Moved: _____

Seconded: _____

Carried: _/ _

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.2 REVISION TO POLICY G.12 CIVIC RECEPTIONS AND CEREMONIAL FUNCTIONS

File Reference:	NA
Location:	Shire Ravensthorpe
Applicant:	NA
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	12 March 2024
Disclosure of Interest:	NA
Attachments:	12.1.2 Proposed revised policy G.12
Previous Reference:	NA

PURPOSE

1. That Council consider reviews to current policy G.12 Civic Receptions and Ceremonial Functions as proposed in attachment 12.1.2 – Proposed revised policy G.12.

BACKGROUND

2. Events, celebrations, commemorations, and festivals play an important role in the Shire of Ravensthorpe's social and economic environments. Events can bring communities together, providing entertainment and celebrating our heritage and special interests. 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.
3. At the February 2024 Ordinary Council Meeting, as per resolution number 09/24, Council requested more opportunity to consider this item and to workshop the current events policy. This was undertaken at the Council Corporate Discussion held 5 March 2024 and informs the revised policy as presented.
4. A revised draft policy is included as attachment 1 for Council consideration.

COMMENT

5. Council feedback from the Corporate Discussion workshop was for the Shire;
 - a. to focus on delivering a small number of events and to a high standard,
 - b. to be responsible for delivery of Australia Day, Anzac and Remembrance Days, and the Seniors Christmas lunch, and
 - c. to encourage, and where appropriate provide support to other local groups to deliver other community focused events.
6. If approved by Council, the new G.12 Civic Receptions and Ceremonial Functions policy will come into effect and be applied from the 2024 Anzac Day event.

CONSULTATION

7. Councillors and the Executive Management team

STATUTORY ENVIRONMENT

8. Nil.

POLICY IMPLICATIONS

9. If approved, the revised draft policy will replace the current Council Policy G12 – Civic Receptions and Ceremonial Functions.

FINANCIAL IMPLICATIONS

10. If approved, Council will consider increased budget allocations for the 2024/25 period for these Shire delivered events.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational); the approval of the revised event policy is not endorsed by Council.	Possible	Moderate	Medium	Shire delivered events are required to meet community expectations. A renewed approach will deliver value for money and increased community vibrancy.

ALTERNATE OPTIONS

12. Council may alter the policy including nominating which events to actively support, or may decide to keep the current policy.

STRATEGIC ALIGNMENT

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

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

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

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

Item	Objectives and Strategies
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.4	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
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.5	The value of community owned assets is maintained

VOTING REQUIREMENT

14. Absolute Majority

OFFICER RECOMMENDATION

That Council APPROVES the revised draft policy G.12 Civic Receptions and Ceremonial Functions as per attachment 12.1.2 to this report.

Moved: _____

Seconded: _____

Carried: __/__

12. **REPORTS OF OFFICERS**

12.1 **EXECUTIVE SERVICES**

12.1.3 **RAVENSTHORPE DISTRICT ART GROUP INC LEASE APPROVAL**

File Reference:	N/A
Location:	28 Dunn St, Ravensthorpe
Applicant:	Ravensthorpe District Art Group Inc
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	12 March 2024
Disclosure of Interest:	Nil
Attachments:	Draft Lease Agreement
Previous Reference:	Nil

PURPOSE

1. That Council approve the Shire to enter into the lease for premises commonly known as the Dunnart Gallery within "The Fitz Building" located 28 Dunn St and "Pottery Shed" located 26 Dunn St, Ravensthorpe for the operation of a Community arts space.

BACKGROUND

2. The Ravensthorpe District Art Group Inc (RDAG) is a not-for-profit organisation with membership consisting of aspiring artists with the aim to support creativity in Ravensthorpe and the wider community.
3. The group delivers a program of artist workshops, music, gallery and exhibition services, as well as the annual Dunnart Community Art Exhibition Awards and opening event for the people of Ravensthorpe and surrounds.
4. The RDAG has taken early possession of the Fitz Building following the previous lessee (the Ravensthorpe CRC) relocating to the newly established and adjacent Ravensthorpe Cultural Precinct.
5. Council are now asked to consider approval of a new lease with the Ravensthorpe District Art Group Inc for the use of this space as per the terms and conditions in attached draft Lease agreement.

COMMENT

6. The Ravensthorpe District Art Group Inc is a local community based, not for profit organisation that delivers an important range of art and music services to residents of, and visitors to the Ravensthorpe region. It is governed by a volunteer community based group.
7. The Shire and community are fortunate to have such an active arts group operating within the region. Shire's provision of appropriate building and facilities to enable the RDAG to provide their important services delivers significant benefits to the local Ravensthorpe community.

CONSULTATION

8. Ravensthorpe District Arts Group staff and management committee.

STATUTORY ENVIRONMENT

9. The leasing of Shire property is governed by the *Local Government Act 1995*, Section 3.58. Exemptions to Section 3.58 of the Act include Regulation 30.2.b;

"A disposition of land is an exempt disposition if —

(b) the land is disposed of to a body, whether incorporated or not —

(i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

(ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions.

POLICY IMPLICATIONS

10. Council approval is being sought to enter into a lease agreement between the Shire and nominated community group as per Policy LPP12 Leases and Licences.

FINANCIAL IMPLICATIONS

11. The draft lease terms and conditions include peppercorn rent payable. The RDAG is responsible for its own electricity and water usage costs.

12. As per the draft lease agreement the Shire will be responsible for maintaining the external areas of the tenancy and all maintenance and repairs to structural items. Day to day maintenance and repairs for the lease area remains the responsibility of the RDAG.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) The Shire does not support local community groups to deliver required services	Unlikely	Moderate	Medium	Council to approve lease agreement T&Cs that actively support RDAG activities and service delivery.
Reputational The Shire does not respond to the need to support local groups.	Possible	Moderate	Medium	The Shire enters into a lease for proposed space that assists in long term sustainability of services.

ALTERNATE OPTIONS

14. Alternate options include but not limited to;

- a) Council not support the Shire entering into lease for the space to the nominated community groups, or
- b) Council to change the terms and conditions of the lease agreements.

STRATEGIC ALIGNMENT

15. This item is relevant to the Councils approved Strategic Community Plan 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
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENT

16. Absolute Majority

OFFICER RECOMMENDATION

That Council BY AN ABSOLUTE MAJORITY:

APPROVE the Shire to enter into the lease with the Ravensthorpe District Art Group Inc for premises commonly known as the Dunnart Gallery – The Fitz Building, located 28 Dunn St, and pottery space, located 26 Dunn St, Ravensthorpe for the operation of a community arts space as per the draft lease agreement in report attachment.

Moved: _____

Seconded: _____

Carried BY AN ABSOLUTE MAJORITY: __/__

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.4 COMMITTEE COUNCILLOR DELEGATES

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	12 March 2024
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	N/A

PURPOSE

1. In October 2023 Council appointed delegates to local community groups and organisations following the 2023 local government elections. This report seeks Council endorsement to alter an approved delegate and to appoint new delegates to a local community group.

BACKGROUND

2. Council approved the Council representatives to the various local community groups and organisations at the Special Council Meeting held 31 October 2023 via resolution number 99/23 as per resolution below.

COUNCIL DECISION

Moved: by Cr Leighton and Seconded by Cr Miloseski

Resolution 99/23

That Council **ADOPT** the new schedule for delegates to Committees, Community Groups and Organisations as listed in below table.

<i>Council Delegates appointed</i>	<i>To the following Council Committees</i>
Committee name	October 23 Councillor rep
Audit Committee	Full Council
Bushfire Advisory Committee	Member – Cr Major
	Deputy – Cr Mudie
CEO Performance Review	Member – President Cr Major
	Member - Deputy President Cr Mudie
	Member – Cr Livingston
<i>Council Delegates appointed</i>	<i>To the following external Committees</i>

Committee name	October 23 Councillor rep
Great Southern Road Group	Delegate – Cr Mudie

	Proxy – Cr Gibson
Local Emergency Management Committee	Delegate – President Cr Major
	Proxy - Deputy President Cr Mudie
Development Assessment Panel	Delegate – Cr Miloseski
	Delegate – Cr Richardson
	Proxy – Cr Mudie
	Proxy – Cr Leighton
Hopetoun Progress Association	Delegate – Cr Richardson
	Proxy – Cr Miloseski
Munglinup Community Group	Delegate – Cr Leighton
	Proxy – Cr Richardson
Hopetoun Community Resource Centre	Delegate – Cr Leighton
	Proxy – Cr Livingston
Ravensthorpe Community Resource Centre	Delegate – Cr Livingston
	Proxy – Cr Major
Fitzgerald River National Park Advisory Group	Delegate – Cr Richardson
	Proxy – Cr Mudie
Ravensthorpe Agricultural Initiative Network	Delegate – Cr Major
	Proxy – Cr Mudie
Fitzgerald Biosphere Community Collective	Delegate – Cr Leighton
	Proxy – Cr Richardson
Hopetoun District Recreation Association	Delegate – Cr Miloseski
	Proxy – Cr Leighton
Ravensthorpe Historical Society	Delegate – Cr Leighton
	Proxy – Cr Major
Ravensthorpe Town Team (new)	Delegate – Cr Major
(new)	Proxy – Cr Mudie
Hopetoun Town Team (new)	Delegate – Cr Miloseski
(new)	Proxy – Cr Gibson
GEDC Regional Coordination Group (new)	Delegate – Cr Leighton
(new)	Proxy – Cr Richardson

Motion put and CARRIED by Simple Majority

6/0

3. This report seeks the following revisions to the schedule for delegates to Committees, Community Groups and Organisations Council as follows;
 - a. Approval to switch Cr Richardson as the current delegate to the Hopetoun Progress Association (HPA) with Cr Miloseski who is the current proxy. If approved Cr Miloseski will become the Council approved delegate to the HPA and Cr Richardson will act as the Proxy to the HPA,
 - b. Appoint Council representation (Delegate and Proxy) to the Jerdacuttup Community Association, and
 - c. Appoint Council representation (Delegate and Proxy) to the Jerdacuttup Ravensthorpe Nickel Operations Working Group (JRWG).

COMMENT

4. The Jerdacuttup Community Association is a long standing local community group that promotes the interests of the Jerdacuttup residents and manages the Jerdacuttup Community Hall via a lease arrangement with the Shire of Ravensthorpe. The JCA has requested a Council representative attend their meetings.

5. The Jerdacuttup Ravensthorpe Nickel Operations Working Group (JRWG) is a community liaison group comprising mine owners First Quantum Metals (FQM) and surrounding affected land owners to the RNO nickel mine. The group meet 4 times per year to discuss issues relating to mine activity and impacts to surrounding areas. A request from the JCA was made to have representatives from the Council and Shire attend these meetings.

6. Each councillor is entitled to sit or represent Council on at least one committee.

7. Council is required to determine delegates and formally adopt the appointments with a Council resolution.

CONSULTATION

8. The Jerdacuttup Community Association
The Hopetoun Progress Association

STATUTORY ENVIRONMENT

9. *Local Government Act 1995*

POLICY IMPLICATIONS

10. Nil

FINANCIAL IMPLICATIONS

11. Nil.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Possible	Minor	Low	Improved communication through delegates representing Council at community meetings.
Reputational	Likely	Moderate	Medium	Look at ways to advance continual improvement. Promote community engagement through public involvement. Listen to community concerns.

ALTERNATE OPTIONS

14. Nil

STRATEGIC ALIGNMENT

15. 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 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
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future

VOTING REQUIREMENTS

16. Simple Majority

OFFICER RECOMMENDATION

That Council:

ADOPT the following revisions to the schedule for delegates to Committees, Community Groups and Organisations as listed.

Moved: _____

Seconded: _____

Carried: ___/___

<i>Council Delegates appointed</i>	<i>To the following Council Committees</i>
<u>Committee name</u>	<u>Councillor rep</u>
Hopetoun Progress Association	Delegate – Cr Miloseski
	Proxy – Cr Richardson
Jerdacuttup Community Association	Delegate – (name to be inserted following Council discussion)

	Proxy – <i>(name to be inserted following Council discussion)</i>
Jerdacuttup Ravensthorpe Nickel Operations Working Group - JRWG	Delegate – <i>(name to be inserted following Council discussion)</i>
	Proxy – <i>(name to be inserted following Council discussion)</i>

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 29 FEBRUARY 2024

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	12 March 2024
Disclosure of Interest:	Nil
Attachment:	12.2.1 Monthly Financial Reports for 29 February 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 February 2024 Monthly Financial Reports.

COMMENT

3. The February 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

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

OFFICER RECOMMENDATION

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

Moved: _____

Seconded: _____

Carried: _ / _

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – FEBRUARY 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: 11 March 2024
Disclosure of Interest: Nil
Attachments: 12.2.2 Schedule of Payments 29 February 2024
 Credit Card Transactions to 01 February 2024
 Creditors List of Accounts Paid February 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 01/02/2024 – 29/02/2024

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	11,079	701,744	160,274	9,124	0	882,222	467,711
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	153,157	8,818,242	724,899	66,505	0	9,762,802	3,141,904
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
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

13. Simple Majority

OFFICER RECOMMENDATION

That Council:

Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of February 2024 be NOTED.

Moved: _____

Seconded: _____

Carried: _ / _

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.3 BUDGET REVIEW 2023/2024 AS AT 31 JANUARY 2024

File Reference:	GR.RE.2
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	4 March 2024
Disclosure of Interest:	Nil
Attachments:	12.2.3 Shire of Ravensthorpe Budget Review Report
Previous Reference:	Nil

PURPOSE

1. This item is the statutory half yearly budget review and gives an indication and projection of the end of year financial position as at the review date. Based on current revenue and expenditure analysis and review of capital projects Council is projected to forecast an additional budgeted carry forward of a surplus of \$821,618, together with the existing adopted surplus of \$80,000, for a total carried forward surplus of \$901,618 as at 30 June 2024.

BACKGROUND

2. Under the revised Regulation 33A (1) the local government is required to carry out a review of the annual budget between 1 January and 28 February each year, with Regulation 33 (2A)(a) stipulating that the span of the review is the period beginning on 1 July and ending no earlier than 31 December in that financial year.
3. This statutory budget review was undertaken by the Executive Manager of Corporate Services for the period ending 31 January 2024. In reference to the audit of the 30 June 2023 Annual Financials, we can confirm that the carried forward balance of \$4,564,071 in comparison to the 2023/2024 Budget carried forward estimate of \$4,570,453, which had provided a minor budget funding shortfall of \$6,382 before the review process had begun. Notwithstanding the minor change in carried forward position, the attached Budget Review Summary Report details the review undertaken and the results are hereby submitted to be received by Council in consideration of a forecast surplus at 30 June 2024, that will be used as the carried forward position when preparing the 2024/2025 draft budget.

COMMENT

4. The projections contained within the reports are based on estimates to the best of the knowledge of staff, which has involved a process of considering current account balances, forecasted expenditures, current budgets and the materiality of any changes. These estimates do not guarantee that the 2023/2024 projected results will match the end of year result as there are many external influences that can have a

bearing on Council's capacity or expenditure timing between now and 30 June 2024, however it does show that the Shire is currently heading towards a surplus position at years end.

5. The current financial period has been one of strong union intervention and the resultant organisational distraction, during a relatively short period of elevated inflation, and a tailing off of mineral commodity prices which has impacted the local mining sector of the economy. That said we are still in the fortunate position of conservatively predicting a surplus which can provide a welcome buffer for any business challenges that may arise for the remainder of 2023/2024.

As per the Statement of Budget Review (Nature and Type) the following is a summary of material amendments for consideration \geq \$20,000.

➤ **Carried Forward Net Current Assets at start of year – Unfavourable \$6,382**

- The audited net current assets of \$4,564,071 was \$6,382 lower after all end of year balance day adjustments had been completed. This had the effect of being unfavourable as a funding source for the 2023/24 balanced budget.

➤ **Revenue from Operating – Favourable \$609,000**

- \$24,000 – Favourable – Increased Bushfire Mitigation Funding, now \$280K.
- \$24,000 – Unfavourable – Decrease in FQM support for leased childcare housing.
- \$52,000 – Unfavourable – Decreased income from Little Barrens childcare.
- \$20,000 – Favourable – Increased income from staff rental accommodation.
- \$20,000 – Favourable – Increased income from other staff housing from external parties.
- \$35,000 - Favourable – Increased town Planning income, \$31K from one development.
- \$458,000 – Favourable – Increase in airport income, although expecting a downward trend.
- \$28,000 – Favourable – Increased water sales from the effect of lower rainfall.
- \$41,000 – Favourable – Increased investment returns from higher interest rates.

➤ **Expenditure from Operating – Favourable \$137,000**

- \$27,000 – Favourable – Decrease in Bushfire Risk Mitigation Coordinator employment costs from later start.
- \$40,000 – Favourable – Decrease in Health Inspection employment costs as contracted out.
- \$125,000 – Favourable – Decrease in Little Barrens employment costs with lower childcare numbers and staff turnover.
- \$30,000 – Favourable – Decrease in The Cub House employment costs with lower childcare numbers and staff turnover.
- \$27,000 – Favourable – Decrease in Manager Recreation and Community Services employment costs from a later start.
- \$65,000 – Favourable – Decrease in Airport employment costs through turnover and time between airport and ranger activities.
- \$26,000 – Unfavourable – Increase in workers compensation premiums \$15K and previous year wages premium adjustment \$11K.
- \$100,000 – Favourable – Decrease in administration employment costs from staff absences.
- \$20,000 – Favourable – Reduced co-contribution for Genestreams project withdrawn.
- \$35,000 – Unfavourable – Additional expenditure on bushfire mitigation activity, mainly offset by grant.

- \$24,000 – Favourable – Change of childcare leased accommodation to airport service.
- \$22,000 – Unfavourable – Increased building maintenance to Hopetoun Senior Citizens Centre.
- \$22,000 – Unfavourable – Increase road maintenance external costs for road slashing, tree lopping and haulage.
- \$25,000 – Unfavourable – Increased airport compliance costs from apron movement assessment for larger planes.
- \$36,000 – Unfavourable – Increased airport master planning with airport feature and contour survey.
- \$20,000 – Favourable – Decrease in firebreak compliance work.
- \$20,000 – Unfavourable – Increase in cleaning expendable stores mainly for public toilets.
- \$20,000 – Favourable – Decreased estimated fuel costs based on price movements to date.
- \$30,000 – Unfavourable – Increased costs of tyres and tubes.
- \$60,000 – Unfavourable – Increased costs of parts and repairs for fleet and fire appliances.
- \$30,000 – Unfavourable – Increased estimated costs of Ravensthorpe Cultural Precinct maintenance and upkeep for first full year of operation.
- \$20,000 – Favourable – Decreased cost of lower use of temporary agency staff.
- \$20,000 – Unfavourable – Increased cost of water at Hopetoun Standpipe with higher use.

➤ **Investing Activities from Capital Programs – Favourable - \$66,000**

- \$200,000 – Favourable – Change of budget for \$1M federal contribution to Springdale Bridge.
- \$100,000 – Unfavourable – Decrease of Genestreams grant as project supplier had ceased trading.
- \$20,000 – Unfavourable – Increased project cost of Hopetoun Rural Bushfire shed, including \$12K locks and fencing.
- \$26,000 – Unfavourable – Increased project cost of 88 Martin Street with additional works to accommodate arrival of new doctor. Increase funded from Building Reserve.
- \$43,000 – Unfavourable – Increased project cost of West Beach toilets requiring significant extra time as works were more difficult than planned. Increase funded from Building Reserve.
- \$70,000 – Unfavourable – Purchase of Airport Hanger as per Opteon valuation.
- \$55,000 – Unfavourable – Increased Campground Data Connectivity project shifted from 2 to 3 campgrounds and did not include cost of engineering works for starlink.
- \$60,000 – Unfavourable – New vehicle planned for Airport/Rangers with water facility for airport slashing works support and 3rd Ranger vehicle.
- \$20,000 – Favourable – Savings from purchase of Airport Tug.
- \$23,000 – Favourable – Savings from purchase of Airport Tractor/Slasher.
- \$45,000 – Favourable – Savings from vehicle non-purchase for Manager Recreation and Community Services now supplying own vehicle.
- \$25,000 – Favourable – Deferral for Campground Firepits project to 2024/2025.
- \$110,000 – Favourable – Removal of Genestreams Project with supplier ceasing trading.

➤ **Financing Activities – Favourable - \$16,000**

- \$69,000 – Favourable – Increase in transfer from Building Reserve for West Beach toilets \$43K and 88 Martin Street \$26K.
- \$38,000 – Unfavourable – Reduced transfer from Plant Reserve after savings were made on capital purchases for two cleaners vehicles. This is a benefit to the Plant Reserve balance and offsets the capital savings made on the vehicle purchases.

CONSULTATION

6. Executive Team and Responsible Officers

STATUTORY ENVIRONMENT

7. Regulation 33A. Local Government (Financial Management) Regulations 1996:

- Between 1 January and 28 February in each year a local government is to carry out a review of its annual budget for that year.
- The review of the annual budget of a local government when carried out it is to be submitted to the Council by 31 March.
- A council is to consider a review submitted to it and is to determine by absolute majority whether or not to adopt the review, any parts of the review or any recommendations made in the review.
- Within 14 days (previously 30 days) after a council has made a determination, a copy of the review and the determination is to be provided to the Department

POLICY IMPLICATIONS

8. Nil

FINANCIAL IMPLICATIONS

9. The proposed budget revisions identify an end of year forecast surplus of \$901,618.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Likely	Moderate Minor	High Medium	
Financial	Unlikely	Moderate	Medium	

ALTERNATE OPTIONS

11. Reject proposed amendments which may restrict the ability to respond to changes in the business climate or minor initiatives that support changes in priorities.

STRATEGIC ALIGNMENT

12. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 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 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

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

Item	Objectives and Strategies
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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
5.5	The value of community owned assets is maintained

VOTING REQUIREMENT

13. Absolute Majority

OFFICER RECOMMENDATION

That Council

- 1. Adopt the statutory half yearly budget review, as presented, for the period ended 31 January 2024 and endorse amending the budget according to the attached Budget Review Report for a total forecast surplus of \$901,618.**

- 2. Request the Chief Executive Officer to forward the results of the statutory budget review to the Department of Local Government Sport and Cultural Industries within 14 days of the adoption of this budget review.**

Moved: _____

Seconded: _____

Carried: _/_

12.3 INFRASTRUCTURE SERVICES

Nil.

12. REPORTS OF OFFICERS

12.4 PROJECTS AND REGULATORY SERVICES

12.4.1 MITIGATION ACTIVITY FUND GRANTS PROGRAMME – PROPOSED WORKS 2024

File Reference:	NA
Location:	NA
Applicant:	Bushfire Risk Mitigation Coordinator
Author:	Executive Manager Projects and Regulatory Services
Authorising Officer	Chief Executive Officer
Date:	11 March 2024
Disclosure of Interest:	Nil
Attachments:	Attachment 12.4.1 - Proposed Treatments
Previous Reference:	Nil

PURPOSE

1. For council to endorse the implementation of the 2024 proposed works to be carried out within the Shire under the Mitigation Activity Fund Grants Programmes, Round 2, and in line with the Shire of Ravensthorpe Bushfire Risk Management Plan, as per Attachment 12.4.1.

BACKGROUND

2. The Shire of Ravensthorpe was one of the first Shires in the State to have State and Council endorsed Bushfire Risk Management Plan. This plan acknowledged the high risk of threat posed by bushfire and outlines a framework under which those risks can be assessed. Two types of risk can be considered: risks to assets and systemic risks. Risk to assets relates to the tangible impacts of fire on people, property and infrastructure. Systemic risk arises from the impacts of bushfire on the interconnected systems and networks that support community function.
3. The State Hazard Plan Fire states that local governments identified as having high or extreme bushfire risk are required to develop an integrated Bushfire Risk Management Plan outlining a strategy to treat or reduce bushfire related risk across all land tenures. This assessment is done on an annual basis and allows local governments to request funding through the Department of Fire and Emergency Services (DFES).

COMMENT

4. The process of planning for treatments and submitting these to DFES for funding approval is undertaken through the following bushfire risk management process;
 1. **Establish the context for risk assessment.** This includes such things as population and demographics, economic activities, climate and bushfire seasons, vegetation, threatened species and communities, and bushfire frequency and causes of ignition.
 2. **Identify assets at risk from bushfire.** Includes human settlement, economic, environmental and cultural.
 3. **Assess the consequence**
 4. **Assess the likelihood**

5. **Calculate the risk rating**
6. **Determine what risks require asset-specific treatment**
7. **Treat unacceptable risks**
8. **Record and report.** On approval of the strategy the local government becomes the treatment manager and plans and implements treatment strategies to address risk on land they own and manage. However, a holistic view of risk is taken, known as the tenure-blind approach, and risks are identified across the landscape, with input and coordination with other stakeholders, for example, DFES, DBCA, DPLH, utilities companies and private land owners.

CONSULTATION

5. Councillors
 - Department of Fire and Emergency Services
 - Shire of Ravensthorpe Chief Bushfire Control Officer
 - Shire of Ravensthorpe Community Emergency Services Manager
 - Shire of Ravensthorpe Bushfire Risk Mitigation Coordinator

STATUTORY ENVIRONMENT

6. Bushfires Act 1954, Emergency Management Act 2005, State Hazard Plan Fire

POLICY IMPLICATIONS

7. Shire of Ravensthorpe Risk Management Policy (G6)

FINANCIAL IMPLICATIONS

8. Works are grant funded through the Mitigation Activity Fund Grants programme.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Likely	Moderate	Medium	Initiate Communications strategy. Ensure works are appropriated planned and managed
Financial	Unlikely	Insignificant	Low	Costs monitored through procurement process and grant reporting
Environmental	Possible	Moderate	Medium	Follow BRM Pan framework and al legislative requirements Cooperation with DBCA, DFES and other kandholders on implementation

Reputational	Possible	Moderate	Medium	Employ communications plan Community education
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ALTERNATE OPTIONS

10. Council does not endorse the proposed works.

STRATEGIC ALIGNMENT

11. 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 2: Community - This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off

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

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

Item	Objectives and Strategies
3.4	It is easy and safe to move around and in and out of the district
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

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

Item	Objectives and Strategies
4.3	The Shire's valued natural areas and systems are protected and enhanced

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

12. Simple Majority

OFFICER RECOMMENDATION

That Council ENDORSE the 2024 mitigation treatments as proposed and funded under the Mitigation Activity Fund Grants Program.

Moved: _____

Seconded: _____

Carried: _/_

13. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

14.1 TENDER FOR KERBSIDE WASTE & RECYCLING COLLECTION SERVICES

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

15.1 CONFIDENTIAL ITEM – DRAFT SCHEDULE OF FEES AND CHARGES 2024/2025

16. CLOSURE

The Presiding Member to declare the meeting closed.