



MINUTES

of the Council Meeting held on

Thursday 19 July 2012
commencing at 5 p.m.

in the Council Chambers, Ravensthorpe .

**ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE
ON 19 JULY 2012, COMMENCING AT 5PM**

CONTENTS	PAGE NO
1 DECLARATION OF OPENING /ANNOUNCEMENTS OF VISITORS	3
2 RECORD OF ATTENDANCE	3
3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4 PUBLIC QUESTION TIME	3
5 APPLICATIONS, FOR AND PREVIOUSLY APPROVED LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST	3
6 PETITIONS/DEPUTATIONS/ PRESENTATIONS	3
7 CONFIRMATION OF MINUTES	3
7.1 COUNCIL MEETING 16 JULY 2012	3
8 SUSPENSION OF STANDING ORDERS	4
9 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSIONS	4
10 REPORTS OF OFFICERS	4
10.1 DEPUTY CHIEF EXECUTIVE OFFICER	4
10.1.1 MONTHLY FINANCIAL REPORT – 30 JUNE 2012	4
10.1.2 SCHEDULE OF ACCOUNT PAYMENTS – 30 JUNE 2012	6
10.2 MANAGER OF PLANNING & DEVELOPMENT	8
NIL	
10.3 MANAGER OF ENGINEERING SERVICES	8
NIL	
10.4 CHIEF EXECUTIVE OFFICER	8
10.4.1 REQUEST FOR TELECONFERENCE MEETING PARTICIPATION – CR DUNCAN	8
10.4.2 ASSET MANAGEMENT POLICY	10
10.4.3 RAVENSTHORPE SPORTING COMPLEX	12
10.4.4 RAVENSTHORPE SPORTING COMPLEX	16
11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	17
12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	17
13 MATTERS BEHIND CLOSED DOORS	18
13.1 CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE REVIEW	18
14 CLOSURE OF MEETING	19

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.10 pm – The Presiding Person, Cr Keith Dunlop, opened the meeting.

2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE

MEMBERS: Cr Keith Dunlop (Deputy Shire President)
 Cr Don Lansdown
 Cr Jan Field
 Cr Ken Norman
 Cr Andrew Duncan
 Cr Julianne Townsend

STAFF: Pascoe Durtanovich (Chief Executive Officer)
 Darryn Watkins (Manager Engineering Services)
 Jenny Rutter (Executive Assistant)

APOLOGIES: Brent Bailey (Deputy Chief Executive Officer)
 Craig Pursey (Manager Planning and Development)
 Cr Goldfinch (Shire President)

ON LEAVE OF ABSENCE:
 Nil

ABSENT:

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST

Cr Lansdown	Impartiality	Item 10.4.3
Cr Lansdown	Impartiality	Item 10.4.4
Cr Townsend	Impartiality	Item 10.4.3
Cr Townsend	Impartiality	Item 10.4.4
Mr P Durtanovich	Financial	Item 10.4.5

6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS

Nil

7. CONFIRMATION OF MINUTES**7.1 Council Meeting – 16 July, 2012**

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 7.1
Moved: Cr Field	Seconded: Cr Lansdown
That the minutes of the meeting of Council held on 16 July, 2012 be confirmed as a true and correct record of proceedings.	
Carried: 6/0	Res: 132/12

8. SUSPENSION OF STANDING ORDERS

Nil

9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

Nil

10. REPORTS OF OFFICERS**10.1 Deputy Chief Executive Officer****10.1.1 MONTHLY FINANCIAL REPORT – 30TH JUNE 2012****File Ref:**

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	3 rd July 2012
Author:	Brent Bailey – Deputy Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	Monthly Financial Statements – 30 th June 2012

Summary:

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

Background:

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

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

Comment:

This report contains annual budget estimates, actual amounts of expenditure, revenue and income to the end of the month. It shows the material differences between the budget and actual amounts where they are not associated to timing differences for the purpose of keeping Council abreast of the current financial position.

Consultation:

Council Financial Records

Statutory Obligations:

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

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

Policy Implications:

Nil

Budget / Financial Implications:

As detailed within the attachments

Strategic Implications:

Nil

Sustainability Implications:

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

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.1.1
Moved: Cr Lansdown	Seconded: Cr Dunlop
That Council receive the Monthly Financial Report for the period ending 30 th June 2012 in accordance with Section 6.4 of the Local Government Act 1995.	
Carried: 6/0	Res: 133/12

10.1.2 SCHEDULE OF ACCOUNT PAYMENTS – JUNE 2012
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File Ref:

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	30/06/2012
Author:	Tahnee Gairen- Accounts Payable
Authorising Officer:	Brent Bailey – Deputy Chief Executive Officer
Attachments:	Schedule of Payments to 30 th June 2012

Summary:

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

Background:

FUND	PAYMENT	VOUCHERS	AMOUNTS
Municipal Account	EFT and	EFT373-EFT501	\$819,750.52
	Cheque	37271-37406	\$123,542.85
Municipal Account Total			\$943,293.37
	Trust EFT	EFT404-410 EFT476-477 EFT487	\$320.00
	Trust Cheque	1119-1136	\$420.00
Trust Account Payments			\$740.00
			\$944,033.37

Comment:

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

Consultation:

Not applicable.

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

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to

be prepared each month showing for each account paid since the last such list was prepared

—

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

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

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

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

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

Policy Implications:

Nil

Budget / Financial Implications:

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

Strategic Implications:

Nil

Sustainability Implications:

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

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.1.2
Moved: Cr Townsend	Seconded: Cr Lansdown
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of June 2012, be noted.	
Carried: 6/0	Res: 134/12

10.2 Manager of Planning and Development
Nil**10.3 Manager of Engineering Services**
Nil**10.4 Chief Executive Officer****10.4.1 REQUEST FOR TELECONFERENCE MEETING PARTICIPATION – CR DUNCAN****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 10 July, 2012**Author:** Pascoe Durtanovich – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** None

Summary:

Cr Duncan has requested approval to participate in the August and September, 2012 Council meetings by means of instantaneous communications.

This report recommends approval be granted.

Background:

Cr Duncan will be away from Ravensthorpe during the scheduled Ordinary Council meetings in August and September, 2012. He has been granted leave of absence but would like to participate in the meeting by teleconference.

Comment:

Participation in Council meetings by means other than in person is permitted under the Local Government Act, 1995 subject to certain conditions and requirements, these are outlined under Statutory Obligations.

The first meeting in August and the first meeting in September will be held in Munglinup and Hopetoun respectively, therefore it may be difficult to arrange a teleconference.

Consultation:

Not applicable.

Statutory Obligations:

The Local Government (Administration) Regulations 1996, clause 14A states;

“14A. Attendance at meetings by means of instantaneous communication – s.5.25 (1)(ba)

1. A person who is not physically present at a meeting of a Council or committee is to be taken to be present at the meeting if –
 - b) the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each person present at the meeting;
 - c) the person is in a suitable place; and
 - d) the Council has approved* of the arrangement.
2. A Council cannot give approval under subregulation (1)(c) if to do so would mean that a more than half of the meetings of the Council , or committee, as the case may be, in that financial year, a person who was not physically present was taken to be present in accordance with this regulation.
3. A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.
4. In this regulation –

suitable place means a place that the Council has approved* as a suitable place for the purpose of this regulation and that is located –

- a) in a townsite or other residential area; and
- b) 150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;

townsite has the same meaning given to that term in the Land Administration Act 1997 section 3(1)

*Absolute majority required.”

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

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

Voting Requirements:

Absolute Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.4.1
Moved: Cr Lansdown	Seconded: Cr Field
That Cr Duncan's request to participate in the Council meetings to be held on 20 August; 23 August; 17 September and 20 September by means of a teleconference be approved as Council is satisfied that Cr Duncan will be in a suitable place as required under Section 14A of the Local Government (Administration) Regulations 1996.	
Carried by Absolute Majority: 6/0	Res: 135/12

10.4.2 ASSET MANAGEMENT POLICY**File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 10 July, 2012**Author:** Pascoe Durtanovich – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** Yes – Draft Policy**Summary:**

As part of the Integrated Strategic Planning Framework currently being undertaken by Local Government the Shire of Ravensthorpe is required to have an Asset Management Plan and an asset management policy.

This report recommends that the attached draft asset management policy be adopted.

Background:

The Integrated Strategic Planning Framework requires all local governments to plan for the future including considering how the local government will continue to deliver services to the community on a long-term basis.

In the majority of cases service delivery is underpinned by assets. Asset management is about ensuring that the local government has the necessary plans in place to ensure funds and resources are available to replace or repair assets.

Administration, in conjunction with consultants KPMG, is preparing an Asset Management Improvement Strategy (AMIS) setting out how Council will implement and improve asset management practices and processes. The key objective being credible asset management plans which link to the long-term financial plan (LTFP) and sets out what resources Council intends to allocate in the coming years.

Comment:

To ensure that there is organisation-wide commitment to asset management and the objective of the Asset Management Improvement Strategy, Asset Management Plan/s and Long Term Financial Plan are achieved, a draft Asset Management Policy has been prepared for Council's consideration and adoption.

Importantly the draft policy contains the key commitments of;

- The need for the service will be regularly reviewed.
- The service must align with the Strategic Community Plan and fit within the Corporate Business Plan.
- The Shire's ability to deliver the service should be assessed. Options for the Shire to facilitate delivery of services which are outside of the Shires capability or capacity, by a third party, are to be identified and considered (non-asset ownership service delivery option).
- If the service is needed and a third party cannot deliver the service, infrastructure assets that are required to deliver the service will be identified along with;
 - The whole cost of delivering the service.
 - The whole of life planning, maintenance, operation, renewal and disposal cost of the asset required to support the service delivery.
- The service delivery and asset whole of life costs must be linked to the LTFFP.
- Options to renew infrastructure assets before acquiring new infrastructure assets are to be considered.
- Options to rationalise assets will be considered.

A copy of the Draft Asset Management Policy is attached.

Consultation:

Not applicable

Statutory Obligations:

The Asset Management Framework is part of the West Australian Government's Local Government reform programme.

Policy Implications:

This is a new policy.

Budget / Financial Implications:

The development of an asset management plan is partly funded by State Government. The Shire of Ravensthorpe has resolved to contribute \$45,000. This is included in the 2012 / 2013 budget.

Strategic Implications:

The policy will assist Council to deliver services and facilities identified in the Shire's Community Strategic Plan and the Corporate Business Plan.

Sustainability Implications:

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

Voting Requirements:
Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.4.2
Moved: Cr Field	Seconded: Cr Norman
That the draft Asset Management Policy identified as attachment 10.4.2 be adopted.	
Carried: 4/2	Res: 136/12

10.4.3 RAVENSTHORPE SPORTING COMPLEX

File Ref:

Applicant: Not applicable

Location: Ravensthorpe Sporting Complex

Disclosure of Officer Interest: None

Date: 6th July 2012

Author: Angela Jess – Manager Recreation Youth Services

Authorising Officer: Pascoe Durtanovich – Chief Executive Officer

Yes

Attachments:

1. No Loan – No Hire Policy.
2. Amended 'Heads of Agreement'.

Prior to any consideration of Item 10.4.3 Cr Lansdown and Cr Townsend made the following declarations:

I am a member of the management committee and as a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merit and vote accordingly.

Summary:

Consideration of five Committee recommendations from their meeting of the Ravensthorpe Entertainment Centre Management Committee (RECMC) on the 27th June 2012.

Background:

The Ravensthorpe Entertainment Centre Management Committee Incorporated is not a Committee of Council, and has no decision making authority. The RECMC is governed by its constitution and a Heads of Agreement signed by Council and the RECMC on the 4th August 2009.

The RECMC strive to achieve a number of objectives outlined in their planning document created following a planning session in September 2010 and meet regularly to accomplish this responsibility.

Comment:

1. REC Bar staff are employed on a casual basis and currently paid according to the minimum award plus 25% casual loading. Currently, an approved bar manager can expect to be paid:

\$18.06 (ordinary rate per hour)
\$ 4.52 (Casual loading per hour)
\$22.58 per hour

With the difficulty in finding and retaining staff in these positions we are seeking approval to increase the hourly rate to a flat \$25.00 per hour which includes casual loading.

2. The RECMC strive toward the ongoing development of the REC and complex and members are often approached with enquiries about the loaning of equipment. In order to eliminate loss and breakages, or general wear and tear of relatively new equipment belonging to the centre, the RECMC would like to propose, and have attached a draft for a 'No Loan-No Hire' policy. (Attached).
3. The RECMC have once again reviewed the 'Heads of Agreement' between the RECMC and Council. This agreement governs the ongoing management of the Ravensthorpe Entertainment Centre. Some minor amendments have been made that further clarify and improve the objectives of the agreement (attached). The RECMC request Council adopts the proposed amendments and continue the current arrangement for a further twelve months.
4. The recent resignation of the Manager Recreation and Youth and the ex-officio secretarial role she provides the RECMC has created uncertainty regarding the future of this committee. The RECMC request the continuation of the Manager Recreation and Youth role and see it vital to the successful continuity of this group. They are also seeking support from Council consider the funding of an additional part time administrative role at the centre with the support of \$10,000 per annum from the RECMC.
5. The removal of scrub when constructing of the Childcare Centre on the grounds of the Sporting Complex has left the southern end of the hockey oval quite exposed with hockey balls often ending up at the childcare centre during play. The Ravensthorpe Tigers Football and Sporting Club (RTFSC) have requested to construct a low fence along the southern end only of the oval to alleviate this problem. Upon the RTFSC completing the necessary requirements through Council, the RECMC are seeking Councils support to go forward with this project and offer \$2,315.00 financial assistance toward their proposal.

Consultation:

With the Ravensthorpe Entertainment Centre Management Committee Incorporated (RECMC).

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

- Council are required to endorse or reject all proposed expenditure recommended by the RECMC.
- Adequate funds are available from RECMC bar and membership profits for comment 1, 4 and 5.

Strategic Implications:

Action plan 6.5, Action 119 refers.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
The proposed improvements allow better use of the Ravensthorpe Entertainment Centre which will in turn provide an increase in economic opportunity for the centre.
- **Social:**
Will encourage broader use of the Ravensthorpe Entertainment Centre.

Voting Requirements:

Simple majority.

<p>COUNCIL DECISION AND OFFICER RECOMMENDATION(1) ITEM 10.4.3 Moved: Cr Lansdown That casual bar staff employed to work at the Ravensthorpe Entertainment Centre, who are employed by Council but paid from bar and membership profits, be paid at an hourly rate of \$25.00 which includes casual loading. Carried: 6/0</p>	<p>Seconded: Cr Field Res: 137/12</p>
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<p>COUNCIL DECISION AND OFFICER RECOMMENDATION (2) ITEM 10.4.3 Moved: Cr Townsend That Council adopt a policy of 'no loan – no hire' to be applied to all assets and equipment belonging to the Ravensthorpe Entertainment Centre. Only in exceptional circumstances can this be overturned and only by the unanimous vote of the full RECMC. Amendment Moved: Cr Norman That the current policy on the use of Shire assets at the Entertainment Centre be restated. Amendment was not accepted as it negates the original motion. Procedural Motion Moved: Cr Field That the question be adjourned pending clarification by the REMC of the intent of the recommendation. Carried: 6/0</p>	<p>Seconded: Cr Field Seconded: Cr Norman Res: 138/12</p>
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COUNCIL DECISION AND OFFICER RECOMMENDATION (3) ITEM 10.4.3
 Moved: Cr Norman Seconded: Cr Townsend
 That Council adopt the proposed amendments to the Heads of Agreement between the Ravensthorpe Entertainment Centre Management Committee and the Ravensthorpe Shire Council, and this arrangement be continued for further 12 months.
 Carried: 6/0 Res: 139/12

OFFICER RECOMMENDATION (4) ITEM 10.4.3

1. That Council support the continuation of the Manager Recreation Services position and that the RECMC ex-officio secretarial role be a component of this position.
2. That an additional REC administration role (.75 FTE) be considered with RECMC funding support of \$10,000 per annum.

COUNCIL DECISION (4) ITEM 10.4.3
 Moved: Cr Townsend Seconded: Cr Lansdown

1. That Council support the continuation of the Manager Recreation Services position and that the RECMC ex-officio secretarial role be a component of this position.
2. That an additional REC administration role (.75 FTE) be considered with RECMC funding support of \$10,000 per annum.

Amendment Moved: Cr Norman Seconded: Cr Field
 That "and that the RECMC ex-officio secretarial role be a component of this position" be deleted from Part 1 of the motion.
 The Amendment was put and Carried 4/2.

Further Amendment Moved: Cr Norman Seconded: Cr Field
 Part 2 of the motion to read "That an additional REC administration role (.75 FTE) with the assistance of RECMC funding of \$10,000 per annum, be considered 2012/2012 budget."
 The Amendment was put and Carried 4/2.
 The Amendment became part of the motion, the motion was put and Carried: 4/2
 Res: 140/12

COUNCIL DECISION AND OFFICER RECOMMENDATION (5) ITEM 10.4.3
 Moved: Cr Norman Seconded: Cr Field
 That Council support the erection of a 52m fence on the southern end of the hockey oval and authorize a contribution of \$2,315 from bar profits for this purpose.
 Carried: 6/0 Res: 141/12

10.4.4 RAVENSTHORPE SPORTING COMPLEX

File Ref:	
Applicant:	Not applicable
Location:	Ravensthorpe Sporting Complex
Disclosure of Officer Interest:	None
Date:	6 th July 2012
Author:	Angela Jess – Manager Recreation Youth Services
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	No

Prior to any consideration of Item 10.4.4 Cr Lansdown and Cr Townsend made the following declaration:

I am a member of the management committee and as a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merit and vote accordingly.

Summary:

Consideration of a Committee recommendation from their meeting of the Ravensthorpe Entertainment Centre Management Committee (RECMC) on the 27th June 2012.

Background:

The Ravensthorpe Entertainment Centre Management Committee Incorporated is not a Committee of Council, and has no decision making authority. The RECMC is governed by its constitution and a Heads of Agreement signed by Council and the RECMC on the 4th August 2009.

The RECMC strive to achieve a number of objectives outlined in their planning document created following a planning session in September 2010 and meet regularly to accomplish this responsibility.

Comment:

In an attempt to increase the use of the REC, kitchen and bar staff are employed by Council to open the centre one night per week to the general public. This arrangement has been in place since October 2011 and was introduced as a strategy to assist flailing basketball numbers, with success. All kitchen and bar staff wages are paid from bar and membership profits.

These staff members and the general operations of the kitchen and bar are overseen and coordinated by the Manager Recreation Services. This arrangement has proven successful with the bar remaining profitable, and the kitchen, marginally profitable depending on numbers. The operation of the kitchen is essential for the success of the bar.

Following the recent resignation of the Manager Recreation Services, and to ensure continuity of the kitchen operations, the RECMC are proposing to invite, the current kitchen coordinator to continue running the REC kitchen as her own enterprise as a temporary arrangement. The RECMC recognise that the kitchen is not overly profitable and request the commercial fee payable by Selena of \$150 per evening be

waived for a term of 10 weeks starting on the 27th July 2012. This arrangement is to ensure the kitchen and bar remain ongoing until such time there is a replacement Manager (or delegate) employed by Council.

Consultation:

With the Ravensthorpe Entertainment Centre Management Committee Incorporated (RECMC).

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

- Council are required to endorse or reject all proposed expenditure recommended by the RECMC.
- Adequate funds are available from bar and membership profits.

Strategic Implications:

Action plan 6.5, Action 119 refers.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
The proposed improvements allow better use of the Ravensthorpe Entertainment Centre which will in turn provide an increase in economic opportunity for the centre.
- **Social:**
Will encourage broader use of the Ravensthorpe Entertainment Centre.

Voting Requirements:

Simple majority.

COUNCIL DECISION AND OFFICER RECOMMENDATION		ITEM 10.4.4
Moved: Cr Norman		Seconded: Cr Field
That the \$150.00 per night commercial fee applicable to use the Kitchen be waived for term 3 (10 uses from the 27th July 2012) to enable the continuation of the kitchen and bar evenings at the REC.		
Carried: 6/0		Res: 142/12

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

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

12.1 Elected Members
Nil

12.2 Officers

Nil

13. MATTERS BEHIND CLOSED DOORS

COUNCIL DECISION	Item 13.1
Moved: Cr Lansdown	Seconded: Cr Field
That Item 13.1 be considered at this meeting, as a late item, as some Councillors that participated in the review will not be at the August, 2012 Council meeting.	
Carried: 6/0	Res: 143/12

COUNCIL DECISION	Item 13.1
Moved: Cr Norman	Seconded: Cr Duncan
That Council sit behind closed doors to discuss Item 13.1 which involves a Council Officer.	
Carried: 6/0	Res: 144/12

5.50pm Manager Engineering Services and the Executive Assistant left the meeting.

13.1 CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE REVIEW

File Ref:	Personal file
Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	Yes – Chief Executive Officer
Date:	19 July, 2012
Author:	Pascoe Durtanovich - CEO
Authorising Officer:	Not applicable
Attachments:	None

6.01pm – Mr Durtanovich declared a financial interest in this item on the basis that he is the relevant employee and left the meeting.

Summary:

The Chief Executive officers Performance review was undertaken by councillors.

This report recommends that Council accept the review.

Background:

The review was conducted on 19 July, 2012, at the Councillor workshop, involving a review of the performance indicators of the last twelve months and setting indicators for the ensuing twelve months.

Comment:

A copy of the review report has been provided to Councillors under separate cover.

Consultation:

Not applicable

Statutory Obligations:

Section 5.38 of the Local Government Act, 1995.

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

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

Voting Requirements:

Simple majority.

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 13.1
Moved: Cr Norman	Seconded: Cr Duncan
That Council accept the performance review of the Chief Executive Officer.	
Carried: 6/0	Res: 145/12

COUNCIL DECISION	Item 13.1
Moved: Cr Townsend	Seconded: Cr Lansdown
That Council come out from behind closed doors.	
Carried: 6/0	Res: 146/12

6.05pm *Mr Durtanovich returned to the meeting.*

14. CLOSURE OF MEETING – 6.05PM