



Minutes

For the Council Meeting held on

Thursday 20 July 2017

Commenced at 5:00pm

In the Hopetoun Community Centre.

ORDINARY MEETING OF COUNCIL
HELD IN THE HOPETOUN COMMUNITY CENTRE
ON THURSDAY 20 JULY 2017, COMMENCED AT 5:00PM

CONTENTS	PAGE
1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	3
2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE	3
3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	3
4. PUBLIC QUESTION TIME	3
5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST ...	3
5.1 APPLICATION FOR LEAVE OF ABSENCE	3
6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS.....	4
7. CONFIRMATION OF MINUTES	4
7.1 COUNCIL MEETING: 15 JUNE 2017.....	4
8. SUSPENSION OF STANDING ORDERS.....	4
9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS.....	4
10. REPORTS OF OFFICERS	5
10.1 MANAGER OF CORPORATE AND COMMUNITY SERVICES.....	5
10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – JUNE 2017	5
10.1.2 MONTHLY FINANCIAL REPORT – 30 JUNE 2017	8
10.1.3 REVIEW OF RESERVE TRANSFERS	10
10.1.4 RAVENSTHORPE YOUTH CLUB	16
10.2 MANAGER OF PLANNING AND DEVELOPMENT	20
10.3 MANAGER OF ENGINEERING SERVICES	21
10.4 CHIEF EXECUTIVE OFFICER	22
10.4.1 RAVENSTHORPE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING	22
10.4.2 ECONOMIC REGULATION AUTHORITY – ESL REPORT	24
11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	27
12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	27
12.1 ELECTED MEMBERS	27
12.2 OFFICERS	27
13. MATTERS BEHIND CLOSED DOORS	27
13.1.1 CHIEF EXECUTIVE OFFICER'S ANNUAL PERFORMANCE REVIEW	28
14. CLOSURE OF MEETING.....	29

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.00pm – the presiding person, Cr K Dunlop, declared the meeting open.

2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE

MEMBERS: Cr Keith Dunlop (Shire President)
Cr Peter Smith (Deputy Shire President)
Cr Graham Richardson
Cr Ian Goldfinch
Cr Ken Norman
Cr Kerry Dickinson

STAFF: Ian Fitzgerald (Chief Executive Officer)
Jenny Goodbourn (Manager of Corporate and Community Services)
Darryn Watkins (Manager Engineering Services)
Hanneke Coetzee (Executive Assistant)

APOLOGIES:

ON LEAVE OF ABSENCE: Cr Sharyn Gairen

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

5.1 APPLICATION FOR LEAVE OF ABSENCE

5.1.1 Cr G Richardson has requested leave for the Ordinary Council meetings on 17 August 2017 and 21 September 2017 and 19 October 2017

5.1.2 Cr I Goldfinch has requested leave for the Ordinary Council meetings on 17 August 2017

COUNCIL DECISION	ITEM 5.1
Moved: Cr P Smith	Seconded: Cr I Goldfinch
a) Cr G Richardson be granted leave for the Ordinary Council meetings on 17 August 2017, 21 September 2017 and 19 October 2017	
b) Cr I Goldfinch be granted leave for the Ordinary Council meeting on 17 August 2017	
Carried: 6/0	Res: 72/17

6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS

Nil

7. CONFIRMATION OF MINUTES

7.1 COUNCIL MEETING: 15 JUNE 2017

OFFICER RECOMMENDATION	ITEM 7.1
Moved: Cr I Goldfinch	Seconded: Cr P Smith
That the minutes of the meeting of council held on 15 June 2017 be confirmed as a true and correct record of proceedings.	
Carried: 6/0	Res 73/17

8. SUSPENSION OF STANDING ORDERS

Nil

9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

Nil

10. REPORTS OF OFFICERS**10.1 MANAGER OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – JUNE 2017****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 30 June, 2017**Author:** Eimear Guidera – Payroll/Creditors Officer**Authorising Officer:** Stacey Howard – Senior Finance Officer**Attachments:** Schedule of Payments to 30 June, 2017
Credit Card Transactions to 03 July, 2017**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:**30 June 2017**

FUND	PAYMENT	VOUCHERS	AMOUNTS
Municipal Account	EFTs	EFT7152-EFT7299	\$821,026.13
		Direct Debit	\$10,102.51
	Municipal Fund Cheques	0000103 – 000137	\$79,980.49
Payroll	Dates	07/06/2017 21/06/2017	\$230,087.27
Superannuation		Direct Debit	\$25,219.92
Bank Fees			\$1,202.25
Municipal Account Total			\$1,167,618.57
Shire Credit Card Facility	Westpac VISA	02/06/2017- 03/07/2017	\$5,947.44

Trust Account Payments	EFTs	EFT7224 – EFT7300	\$26,650.20
	Cheques	000020 - 000024	\$1,012.75
Grand Total			\$1,201,228.96

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:

N/A

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:

N/A

Budget / Financial Implications:

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

Strategic Implications:

N/A

Sustainability Implications:

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

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.1
Moved: Cr G Richardson	Seconded: Cr P Smith
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of June 2017, be noted.	
Carried: 6/0	Res:74/17

10.1.2 MONTHLY FINANCIAL REPORT – 30 JUNE 2017**File Ref:****Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 10th July 2017**Author:** Jenny Goodbourn – Manager of Corporate & Community Services**Authorising Officer:** Not applicable**Attachments:** Yes – Monthly Financial Reports for June 2017

Summary:

This report presents the monthly financial reports for June 2017 to Council which is provided as an attachment to the agenda. The recommendation is to receive the June monthly financial reports.

Background:

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

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

Comment:

To provide timely financial information to the Council this report is based on the 2016/2017 Budget adopted by Council on 18 August 2016. The report contains the budget amounts, actual amounts of expenditure, revenue and income to the end of the month. It shows the material differences between the adopted budget and actual amounts for the purpose of keeping Council abreast of the current financial position and the variances are explained on page 4 of the report. As the annual budget review was carried out at the March ordinary meeting of council the revised budget figures are shown under the Forecast 2016/17 Actual column of the report.

The actual amounts contained in the report are subject to final year end adjustment and audit and could possibly change following the annual audit which will be undertaken by the end of September. The final accounts will be confirmed by the auditors and presented to council as part of the annual financial report for 2016/2017.

Consultation:

Council Financial Records
Senior Finance Officer

Statutory Obligations:

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

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

Policy Implications:

Nil

Budget / Financial Implications:

As detailed within the attachments

Strategic Implications:

Nil

Sustainability Implications:

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

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.2
Moved: Cr I Goldfinch	Seconded: Cr P Smith
That Council receive the Monthly Financial Reports for the period ending 30 th June 2017 in accordance with Section 6.4 of the Local Government Act 1995.	
Carried: 6/0	Res: 75/17

10.1.3 REVIEW OF RESERVE TRANSFERS**File Ref:****Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 6 July, 2017**Author:** Jenny Goodbourn – Manager Corporate & Community Services**Authorising Officer:** Not applicable**Attachments:** None**Summary:**

As part of the end of year process we complete transfers to and from reserves as per the budget. The amounts required from reserve and scheduled to be used from reserve were reviewed and some adjustments made. This item is to advise council of the revised amounts.

Background:

Per the Local Government (Financial Management) Regulations the budget notes have to refer to each reserve account held by council and include:-

- a) The opening balance brought forward on 1 July;
- b) The amount to be set aside during the financial year;
- c) The amount to be used during the financial year; and
- d) The closing balance at 30 June.

Per note 6 of the budget this was:-

			2016/17
			Budget
			\$
6.	RESERVES		
(a)	Plant Reserve		
	Opening Balance		173,051
	Amount Set Aside / Transfer to Reserve		53,461
	Amount Used / Transfer from Reserve		0
			226,512
(b)	Emergency Farm Water Reserve		
	Opening Balance		25,694
	Amount Set Aside / Transfer to Reserve		514

	Amount Used / Transfer from Reserve		0
			26,208
(c)	Building Reserve		
	Opening Balance		1,460,199
	Amount Set Aside / Transfer to Reserve		29,206
	Amount Used / Transfer from Reserve		0
			1,489,405
(d)	Road & Footpath Reserve		
	Opening Balance		406,419
	Amount Set Aside / Transfer to Reserve		8,129
	Amount Used / Transfer from Reserve		(200,000)
			214,548
(e)	Swimming Pool Upgrade Reserve		
	Opening Balance		42,318
	Amount Set Aside / Transfer to Reserve		846
	Amount Used / Transfer from Reserve		0
			43,164
(f)	UHF Repeater Reserve		
	Opening Balance		4,322
	Amount Set Aside / Transfer to Reserve		86
	Amount Used / Transfer from Reserve		(4,408)
			0
(g)	Airport Reserve		
	Opening Balance		531,159
	Amount Set Aside / Transfer to Reserve		60,624
	Amount Used / Transfer from Reserve		0
			591,783
(h)	Water & Sewerage Reserve		
	Opening Balance		286,600

	Amount Set Aside / Transfer to Reserve	5,732
	Amount Used / Transfer from Reserve	0
		292,332
(i)	State Barrier Fence Reserve	
	Opening Balance	70,000
	Amount Set Aside / Transfer to Reserve	71,400
	Amount Used / Transfer from Reserve	0
		141,400
(j)	Leave Reserve	
	Opening Balance	56,996
	Amount Set Aside / Transfer to Reserve	10,002
	Amount Used / Transfer from Reserve	0
		66,998
	Total Reserves	3,092,350

Comment:

Due to timing of cash flow and monies received we have found ourselves with more money in the municipal account than had been anticipated at the end of the year. Therefore it will not be necessary to utilize the budgeted transfer from the road and footpath reserve. We have also received the first payment of the grant for resealing of the airport runway - \$75k- so this has been transferred to the airport reserve until needed for the reseal project. This will assist us with budgeting for 2017/2018 and still provides sufficient cash in the municipal account to cover all expenditure for 2016/2017.

A list of the original and amended transfers to/from reserve is as below, alterations are highlighted in yellow:-

		2016/17	2016/17
		Budget	Revised Budget
		\$	
6.	RESERVES		
(a)	Plant Reserve		
	Opening Balance	173,051	173,051
	Amount Set Aside / Transfer to Reserve	53,461	53,804
	Amount Used / Transfer from Reserve	0	0
		226,512	226,855
(b)	Emergency Farm Water Reserve		
	Opening Balance	25,694	25,694
	Amount Set Aside / Transfer to Reserve	514	565
	Amount Used / Transfer from Reserve	0	0
		26,208	26,259
(c)	Building Reserve		
	Opening Balance	1,460,199	1,460,199
	Amount Set Aside / Transfer to Reserve	29,206	32,100
	Amount Used / Transfer from Reserve	0	0
		1,489,405	1,492,299
(d)	Road & Footpath Reserve		
	Opening Balance	406,419	406,419
	Amount Set Aside / Transfer to Reserve	7,596	8,934
	Amount Used / Transfer from Reserve	(200,000)	(0)
		214,548	415,353
(e)	Swimming Pool Upgrade Reserve		
	Opening Balance	42,318	42,318
	Amount Set Aside / Transfer to Reserve	846	930

	Amount Used / Transfer from Reserve	0	0
		43,164	43,249
(f)	UHF Repeater Reserve		
	Opening Balance	4,322	4,322
	Amount Set Aside / Transfer to Reserve	86	67
	Amount Used / Transfer from Reserve	(4,408)	(4,389)
		0	0
(g)	Airport Reserve		
	Opening Balance	531,159	531,159
	Amount Set Aside / Transfer to Reserve	60,624	157,740
	Amount Used / Transfer from Reserve	0	0
		591,783	688,899
(h)	Waste & Sewerage Reserve		
	Opening Balance	286,600	286,600
	Amount Set Aside / Transfer to Reserve	5,732	6,300
	Amount Used / Transfer from Reserve	0	0
		292,332	292,900
(i)	State Barrier Fence Reserve		
	Opening Balance	70,000	70,000
	Amount Set Aside / Transfer to Reserve	71,400	71,539
	Amount Used / Transfer from Reserve	0	0
		141,400	141,539
(j)	Leave Reserve		
	Opening Balance	56,996	56,995
	Amount Set Aside / Transfer to Reserve	10,002	11,253
	Amount Used / Transfer from Reserve	0	0
		66,998	68,248
	Total Reserves	3,092,350	3,395,601

All transfers were completed by the 30th June as part of the year end process.

Consultation:

Council Financial Records
Chief Executive Officer
Senior Finance Officer

Statutory Obligations:

Regulation 27 (g) of the Local Government (Financial Management) Regulations 1996.

Policy Implications:

Nil

Budget / Financial Implications:

As detailed above – increase in reserve holdings of \$303,251.

Strategic Implications:

Nil

Sustainability Implications:

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

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.1.3
Moved: Cr I Goldfinch	Seconded: Cr G Richardson
That Council receive the report of the officer and endorse the adjustments made to the reserve transfers.	
Carried: 6/0	Res: 76/17

10.1.4 RAVENSTHORPE YOUTH CLUB**File Ref:****Applicant:** Ravensthorpe Youth Club**Location:** None**Disclosure of Officer Interest:** None**Date:** 6th June 2017**Author:** Jenny Goodbourn - MCCC**Authorising Officer:** Not applicable**Attachments:** Yes – Letter

Summary:

Request form the Ravensthorpe Youth Club for support from the Shire of Ravensthorpe to help them with the set-up of a venue and operating costs.

Background

Previous attempts to establish a youth network have had varying degrees of success but recent meetings have received good support from a number of parents and a proposal has been received as outlined in the attached letter.

The group is looking for a location to meet within the CBD of the town – the shire had previously looked at offering the ‘hand gun’ room at the REC for the group to use but has been advised that parents would rather have a building in the centre of town and not have to use the REC which is somewhat out of town. The shire has no available buildings within this area so the group has had discussions with local business owners and Yummylicious have offered the use of the shed/garage to the rear of their premises.

A separate item in the agenda is addressing the approval of the change of usage to the building in question and health requirements for it to be used as a meeting place.

Comment:

The Club has a list of proposed activities which it wishes to commence in June and is asking the shire for support with the costs involved with these and for assistance with earthworks/tidying up of the land around the current building. I have asked the engineer to have a look at the scope of works required and what it would likely cost in time machinery and labour—further details will be available at the meeting.

Initially the group is asking for \$500 to assist with planned activities in June and July but council may also wish to consider giving some further support for ongoing projects during 2017/2018 financial year.

The club is hoping to provide monthly reports to council but it would be necessary to set a budget allocation towards the group if council wishes to consider future requests for assistance with activities.

Consultation:

Ravensthorpe Youth Group Representatives

Statutory Obligations:

N/A

Policy Implications:

N/A

Budget / Financial Implications:

\$500 from the 2016/17 budget.

Additional amount of up to \$5,000 from the 17/18 budget.

Strategic Implications:

The development of a youth club fits in with the one of the main strategic objectives highlighted in the Shire of Ravensthorpe's Strategic Community Plan:-

A vibrant, supportive and socially connected community

A healthy, strong and connected community that is actively engaged and involved.

Sustainability Implications:

- **Environmental:**

There are no known significant environmental considerations.

- **Economic:**

There are no known significant economic considerations.

- **Social:**

There are no known significant social considerations.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	Item 10.1.4
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That Council give in-principle support to the proposal submitted by the Ravensthorpe Youth Club and

1. provide a donation of \$500 to support initial proposed projects.
2. include an amount of up to \$5,000 for ongoing support to be included in the draft budget for 2017/18.

COUNCIL DECISION	ITEM 10.1.4
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Moved: Cr I Goldfinch

Seconded: Cr P Smith

That Council give in-principle support to the proposal submitted by the Ravensthorpe Youth Club and provide a donation of \$500 to support initial proposed projects.

Vote: 4/3 *

Res: 77/17

* Based on President's casting vote

As Council had held budget workshops since this item was originally presented in June, it was deemed not necessary to include part 2 of the Officers Recommendation.

Unconfirmed

10.2 MANAGER OF PLANNING AND DEVELOPMENT

Nil

Unconfirmed

10.3 MANAGER OF ENGINEERING SERVICES

Nil

Unconfirmed

10.4 CHIEF EXECUTIVE OFFICER

10.4.1 RAVENSTHORPE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

File Ref:**Applicant:**

Not applicable

Location:

Not applicable

Disclosure of Officer Interest:

None

Date:6th July 2017**Author:**Ashley Peczka – Community Emergency Services
Officer**Authorising Officer:**

Ian Fitzgerald – Chief Executive Officer

Attachments:

Yes – Minutes are attached

Summary:

The minutes of the Shire of Ravensthorpe Local Emergency Management Committee meeting held on 7th June 2017 are presented for the information of Councillors. There are no recommendations for Council to consider.

Background:

Nil.

Comment:

The Local Emergency Management Committee made no recommendations for Council to consider at this meeting. The Minutes and Biosecurity Risk Statement are presented to Council to be received.

Consultation:

Nil

Statutory Obligations:

Emergency Management Act, 2005

Policy Implications:

Shire of Ravensthorpe Local Emergency Management Committee operational guidelines.

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

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

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.4.1
Moved: Cr G Richardson	Seconded: Cr P Smith
That the Minutes of the Shire of Ravensthorpe Local Emergency Management Committee meeting held on 7 th June, 2017 be received.	
Carried: 6/0	Res: 78/17

10.4.2 ECONOMIC REGULATION AUTHORITY – ESL REPORT**File Ref:**

Applicant:	Not Applicable
Location:	Not Applicable
Disclosure of Officer Interest:	None
Date:	12 July 2017
Author:	Ian Fitzgerald – Chief Executive Officer
Authorising Officer:	Not Applicable
Attachments:	Report Recommendations

Summary:

The Economic Regulation Authority has recently released a report into the Emergency Services Levy and it is open for public comment until 11 August 2017.

There are a range of recommendations in the draft report, some which will impact on Local Government and Bushfire Brigades. It is recommended that Council prepare a response to the draft report.

Background:

The ESL was introduced in 2003 and there have been a range of changes since that time, including a considerable increase in the cost to the property owner, whilst not the same increase to the intended beneficiaries.

Comment:

The ESL is managed by the Department of Fire and Emergency Services and they also receive a considerable amount of the levy each year to help fund their own operations.

However in the period from 2004/2005 to 2015/2016 the amount of ESL allocated to DFES has grown from 66% to 82% whilst state contributions have decrease from 21% to 11% - less money going to brigades and equipment.

Local Government collects the ESL on behalf of the government and receives a small administration fee for this role – it has not increased to any significant extent, another case of cost shifting to local government.

At present minimal amounts of moneys are allocated to mitigation works with the emphasis seemingly on response through supply of equipment including fire units and protective clothing. If more funding was provided to mitigation, there may be less response required. Other state agencies including Department of Lands, should be required to make additional funds available for mitigation works on crown land with current levels of achieving minimal impact.

The separation of ESL responsibilities away from DFES, should provide more transparency and it is recommended the use of the Office of Emergency Management to oversee the ESL be supported.

There are a total of 37 recommendation in the draft report and they are detailed in the attachment.

It is recommended that the Shire of Ravensthorpe submission to the ERA support:

Recommendation 3	That the agency advising on ESL revenue should not benefit from the ESL
Recommendation 4,5,6	That the office of Emergency Management be made independent of DFES and be responsible for the ESL
Recommendation 8	Treasury review DFES structure and operations
Recommendation 9	ESL to fund prevention works
Recommendation 10	ESL to fund preparedness
Recommendation 11	ESL to fund response
Recommendation 14	ESL fully fund Community Emergency Services Managers in Local Government.
Recommendation 15	Local Government to be compensated for costs of collecting ESL
Recommendation 29	Stakeholders to be consulted on distribution of ESL
Recommendation 36	Local Governments to publish their Bushfire Risk Management and treatment plans

Due to the lack of time, comments have not been received from our volunteer groups, but it is proposed they will be included in the official response.

The full report is available at <http://www.era.com.au/home> or from the Chief Executive Officer.

Consultation:

Community Emergency Services Officer

Statutory Obligations:

Local Government Act 1995
Bushfire Act 1954

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

1.4.1 Dedicated and supported Volunteers

Sustainability Implications:

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

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.4.2
Moved: Cr K Dickenson	Seconded: Cr P Smith
That Council forward a submission to the Economic Regulation Authority supporting recommendations 3, 4, 5, 6, 8, 9, 10, 11, 14, 15, 29 and 36 of their report on the Emergency Services Levy.	
Carried: 6/0	Res: 79/17

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**Local Government Act 1995 s5.23. Meetings generally open to public**

(1) Subject to subsection (2), the following are to be open to members of the public —

(a) all council meetings; and

(b) all meetings of any committee to which a local government power or duty has been delegated.

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

(a) a matter affecting an employee or employees; and

(b) the personal affairs of any person; and

(c) a contract entered into, or which may be entered into, by

the local government and which relates to a matter to be discussed at the meeting; and

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and

(e) a matter that if disclosed, would reveal —

(i) a trade secret; or

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government; and

(f) a matter that if disclosed, could be reasonably expected to —

- (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
- (ii) endanger the security of the local government's property; or
- (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;

and

(g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and

(h) such other matters as may be prescribed.

(3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

13.1.1 CHIEF EXECUTIVE OFFICER'S ANNUAL PERFORMANCE REVIEW

That the meeting move behind closed doors to discuss matters relating to:

1. Chief Executive Officer's Annual Performance Review

Moved: Cr P Smith

Seconded: Cr I Goldfinch

Carried: 6/0

Res: 80/17

Doors Closed at 5:14pm

The CEO, Senior Staff and secretary left the meeting.

That the meeting move out from behind closed doors.

Moved: Cr Ken Norman

Seconded: Cr I Goldfinch

Carried: 6/0

Res: 81/17

Doors opened at 5:24pm

The CEO, Senior Staff and secretary returned to the meeting and the Presiding Officer read out the resolutions passed by Council whilst behind closed doors.

RECOMMENDATION AND COUNCIL DECISION

ITEM 13.1.1

Moved: Cr K Dickinson

Seconded: Cr P Smith

That Council:

1. Consider this confidential report and note the satisfactory nature of the CEO performance review outcome;
2. Resolve to adopt the report and note that the CEO's performance review for the 2016/2017-year period resulted in a level of satisfactory performance that exceeded the job requirement;
3. Resolve to increase the cash remuneration by 2.4% in accordance with clause 6.11 of the employment contract;
4. Develop, in conjunction with the CEO and the consultant, the key performance indicators that will apply for the next annual review, which will be due to be conducted in July 2018.

Vote 5/1

Res: 82/17

14. CLOSURE OF MEETING

Meeting Closed at 5:36pm