



MINUTES

For the Council Meeting held on

Thursday 21 June, 2018

Commencing at 5 p.m.

In the Council Chambers, Ravensthorpe.



SHIRE OF RAVENSTHORPE

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Ravensthorpe Shire Council for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Ravensthorpe Shire Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity that act 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 broad 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 Ravensthorpe Shire Council during the course of any meeting is not intended to be and is not taken as notice of approval from the Ravensthorpe Shire Council. The Ravensthorpe Shire Council warns that anyone who has an application lodged with the Ravensthorpe Shire Council must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Ravensthorpe Shire Council in respect of the application.

A handwritten signature in blue ink, appearing to read "Ian Fitzgerald", is written over a horizontal line.

Ian Fitzgerald
Chief Executive Officer

21/06/2018

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**Shire of Ravensthorpe
Notice of Ordinary Council Meetings**

In accordance with the Local Government Act 1995 and Administration Regulation 12 (I) it, is hereby notified that as from January 2018 to December 2018, Ordinary Council meetings of the Shire of Ravensthorpe will be held as follows:

January 2018	No meetings scheduled	
12 February 2018	Ravensthorpe Council Chambers- Forum	1 pm
15 February 2018	Ravensthorpe Council Chambers	5 pm
12 March 2018	Ravensthorpe Council Chambers - Forum	1 pm
15 March 2018	Hopetoun Community Centre	5 pm
16 April 2018	Ravensthorpe Council Chambers - Forum	1 pm
19 April 2018	Ravensthorpe Council Chambers	5 pm
14 May 2018	Ravensthorpe Council Chambers - Forum	1 pm
17 May 2018	Hopetoun Community Centre	5 pm
18 June 2018	Ravensthorpe Council Chambers - Forum	1 pm
21 June 2018	Ravensthorpe Council Chambers	5 pm
16 July 2018	Ravensthorpe Council Chambers - Forum	1 pm
19 July 2018	Hopetoun Community Centre	5 pm
13 August 2018	Ravensthorpe Council Chambers- Forum	1 pm
16 August 2018	Ravensthorpe Council Chambers	5 pm
17 September 2018	Ravensthorpe Council Chambers - Forum	1 pm
20 September 2018	Munglinup Recreation Centre	5 pm
15 October 2018	Ravensthorpe Council Chambers - Forum	1 pm
18 October 2018	Ravensthorpe Council Chambers	5 pm
12 November 2018	Ravensthorpe Council Chambers - Forum	1 pm
15 November 2018	Hopetoun Community Centre	5 pm
17 December 2018	Ravensthorpe Council Chambers- Forum	1 pm
20 December 2018	Ravensthorpe Council Chambers	5 pm

Ratepayers and residents are welcome to attend the council meetings and participate in the Public Question time session which are held at the beginning of each Council Meeting.

Ian Fitzgerald
Chief Executive Officer
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE
ON 21 JUNE 2018, COMMENCING AT 5PM

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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 Julianne Belli (Deputy Shire President)
 Cr Kerry Dickinson
 Cr Ian Goldfinch
 Cr Thomas Major
 Cr Graham Richardson
 Cr Peter Smith

STAFF: Ian Fitzgerald (Chief Executive Officer)
 Darren Kennedy (Manager of Corporate and Community Services)
 Darryn Watkins (Manager Engineering Services)
 Helen Coleman (Personal Assistant)

APOLOGIES:

ON LEAVE OF ABSENCE:

ABSENT:

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

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

5.1 LEAVE OF ABSENCE –

COUNCIL DECISION	ITEM 5.1
Moved: Cr Belli	Seconded: Cr Dickinson
Cr G Richardson be granted leave for the Ordinary Council Meetings on 19 July 2018 and/or 16 August 2018	
Carried: 6/0	Res: 65/18

5.2 DECLARATION OF INTEREST – CR TOM MAJOR 10.4.1

Councillor/Officer	Item	Nature of Interest	Extent of Interest
Cr Major	10.4.1	Impartiality	Author of submission

6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS**7. CONFIRMATION OF MINUTES****7.1 COUNCIL MEETING – 17 MAY, 2018**

COUNCIL DECISION	ITEM 7.1
Moved: Cr Smith	Seconded: Cr Belli
That the minutes of the meeting of council held on 17 May, 2018 be confirmed as a true and correct record of proceedings.	
Carried: 7/0	Res:66/18

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

10. REPORTS OF OFFICERS**10.1 MANAGER OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – MAY 2018****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 31 May, 2018**Author:** Eimear Guidera – Creditors/Payroll Officer**Authorising Officer:** Stacey Howard – Senior Finance Officer**Attachments:** 10.1.1.1 Schedule of Payments to 31 May, 2018

10.1.1.2 Credit Card Transactions to 01 May, 2018

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:**31 May 2018****2017/18**

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Payroll	Trust	Total Payments
Jul	37,315.63	693,920.97	7,794.46	1,914.65	200,694.82	17,796.30	959,436.83
Aug	10,517.76	418,977.10	3,585.31	13,281.22	304,458.69	39,358.05	790,178.13
Sep	39,483.76	1,085,067.72	16,084.74	1,941.35	192,831.32	42,668.10	1,378,076.99
Oct	24,464.11	617,064.01	6,884.19	6,093.86	223,189.24	29,618.30	907,313.71
Nov	36,325.38	1,296,598.61	4,290.18	6,093.86	202,697.02	30,975.98	1,576,981.03
Dec	17,116.66	1,573,742.04	4,477.64	8,479.76	209,705.97	15,181.75	1,828,703.82
Jan	43,339.68	1,842,094.30	0.00	4,933.82	288,703.98	37,283.67	2,216,355.45
Feb	29,956.49	1,870,135.68	478.72	2,374.06	198,812.82	61,295.45	2,163,053.22
Mar	22,517.76	2,708,533.94	1,609.00	4,897.72	193,132.22	36,202.30	2,966,892.94
Apr	35,726.80	638,776.93	91,103.10	4,130.19	187,665.95	3,764.05	961,167.02
May	10,061.00	3,410,673.02	38,938.02	2,772.42	196,983.23	2,724.59	3,662,152.28
Jun							0.00
Total	306,825.03	16,155,584.32	175,245.36	56,912.91	2,398,875.26	316,868.54	19,410,311.42

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

Risk:

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

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	ITEM 10.1.1
Moved: Cr Goldfinch	Seconded: Cr Smith
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of May 2018, be noted.	
Carried: 7/0	Res: 67/18

10.1.2 MONTHLY FINANCIAL REPORT – 31 MAY 2018

File Ref:	
Applicant:	Internal
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	13 June 2018
Author:	Darren Kennedy Manager Corporate & Community Services
Authorising Officer:	Not applicable
Attachments:	10.1.2 – Monthly Financial Reports for May 2018

Summary:

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:

Council is requested to review the May 2018 Monthly Financial Reports.

Comment:

The May 2018 Monthly Financial Reports are presented for review.

Consultation:

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 apply

Policy Implications:

Nil

Budget / Financial Implications:

All expenditure has been approved via adoption of the 2017/18 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications:Strategic Community Plan 2014 – 2024

Theme 4 – Civic Leadership: 4.2 High quality corporate governance, accountability & compliance.

Risk

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

Sustainability Implications:

- **Environmental**
Not applicable to this specific recurring report
- **Economic**
Not applicable to this specific recurring report
- **Social**
Not applicable to this specific recurring report.

Voting Requirements:

Simple majority

COUNCIL DECISION	ITEM 10.1.2
Moved: Cr Major	Seconded: Cr Smith
That Council:	
Receive the May 2018 Monthly Financial Reports as presented.	
Carried: 7/0	Res: 68/2018

10.1.3 COUNCIL CONSIDERATION OF PUBLIC SUBMISSIONS ON INTENTION TO IMPOSE DIFFERENTIAL RATES AND MINIMUM PAYMENTS FOR THE 2018/19 ANNUAL BUDGET

File Ref:	RV.RC.001
Applicant:	
Location:	
Disclosure of Officer Interest:	None
Date:	14 June 2018
Author:	Kirra Hasleby – Rates Officer
Authorising Officer:	Darren Kennedy Manager Corporate & Community Services
Attachments:	10.1.3.1 submissions 10.1.3.2 WALGA advertorial

Summary:

A local government is required to consider any public submissions received on Council's intention to impose the 2018/19 differential rates and minimum payment under Section 6.36(4) of the *Local Government Act 1995 (LGA)*. The proposed differential rates and minimum payments have been advertised for local public notice seeking public comment for not less than 21 days which ended 30 May 2018.

The purpose of this report is to present Council with details of the submissions received for consideration, of which there were 15 received, following the statutory local public notice period and prior to adoption of the 2018/19 Annual Budget.

Council is also requested to authorise the Chief Executive Officer to make an application to the Minister for Local Government and Communities for 1) approval to impose a differential general rate under section 6.33(3) of the LGA that is more than twice the lowest differential rate being imposed.

Background:**Intention to Impose 2018/2019 Differential Rates**

As part of the annual budget process, and in order to make up the budget deficiency, Council is required to impose a general rate on rateable land within its district.

At the Ordinary Council Meeting 19th April 2018, Council resolved the following:

That Council:

OFFICER RECOMMENDATION		ITEM 10.1.4
Moved: Cr Dickinson		Seconded: Cr Smith
1) Endorse the following differential rates across all categories to form the basis of the proposed rate setting for the 2018/19 budget.		
	Cost in \$	Minimum
GRV Residential	0.114890	\$850.00
GRV Commercial	0.129010	\$850.00
GRV Industrial	0.151406	\$850.00
GRV – Transient Workforce Camps / Short Stay Accommodation	0.301308	\$850.00
UV - Rural	0.010197	\$850.00
UV – Mining	0.080000	\$300.00
2) Adopt the Objectives and Reasons for the Proposed Differential rates for 2018/19		
3) Authorise the Chief Executive Officer to advertise the differential rates and call for submissions in accordance with the Local Government Act 1995 – Section 6.36 – for a minimum of 21 days		
4) Authorise the Chief Executive Officer to seek Ministerial approval under Section 6.33 of the Local Government Act 1995 to impose the differential rates at the end of the advertising period, subject to no submissions being received.		
Carried: 7/0		Res: 34/18

In regards to (4.) above, the DLGC advised that the Minister requires evidence of Council consideration of any submissions received. Under Sections 6.33 of the LGA, the proposed UV Mining differential rate is set at more than twice the base UV Rural rate, and the proposed GRV – Transient Workforce / Short Stay Accommodation differential rate is set at more than twice the base GRV Residential rate. The Minister may grant an exemption on these two categories, but this cannot be progressed until Council has considered any submissions relating to these differential rating categories.

A call for submissions on differential rates was advertised on Saturday 6th May 2018 in the West Australian and Thursday 17th May 2018 in the Community Spirit. Public notices were also placed on notice boards located at the Ravensthorpe Shire Administration office and at the Hopetoun Shire office, with the submission period closing at 4pm, Wednesday 30th May 2018. Also public notice was placed on the Shire website.

Further consultation and community engagement was conducted through letters to ratepayers of the properties classified in the GRV- Transient Workforce / Short

Accommodation differential category, informing them of the opportunity to submit public comment on the proposed differential rates and minimum payment.

Comment:

This report presents summarised details of the submissions received for Council's consideration with further details contained in Attachment 1 – Schedule of Public Submissions. A total of 15 submissions were received in response to the published invitation to comment on the proposed differential rates and minimum payment.

Council is requested to consider the public submissions detailed in the attached schedule. In summary, all submissions detailed objections to rate increase proposed. The basis of objections reflected a number of common themes which are outlined as follows:

Property Values within the Shire have decreased;

Objections were provided on the basis that property sale values have decreased recently. In response, fluctuations in sale values are taken into consideration by the State Government's Valuer-General when his agency completes its periodic revaluation. This is a valuation methodology process of Landgate and not something Council is able to influence.

Any movements in valuations whether up or down, are taken into consideration during the Council's rate setting process to uphold the principle of consistency when determining the proposed rates in the dollar.

If a land owner wishes to object to the GRV and UV recorded on either the rate notice or on the valuation roll, information including details on how to lodge an objection is available from Landgate. The objection must be lodged within 60 days after the issue of the rate notice as per Section 32(1)(a) of the Valuation of Land Act 1978. Objections, which must be in writing, may be on the grounds that a valuation is not fair or is unjust, inequitable or incorrect, whether by itself or in comparison with other valuations in force. It is the responsibility of the Valuer-General to determine the GRV or UV values.

Pest Control should be a Government responsibility;

The Pest Control Levy is not being imposed by the Shire of Ravensthorpe

Rates should rise in line with National Inflation Rate;

Council has a Long Term Financial Plan in place that allows for a 5.5% increase in rate revenue each financial year. This is a document that was available for comment prior to adoption and is available on the website. There is a misconception that inflation and CPI are all that impacts increases in local government costs. The attached article from the WALGA President addresses some of the matters that impact on local government costs.

Rates are high in this area, with little Services provided by the Shire;

Council levies rates to be able to provide a range of services and facilities for the community and visitors to utilise. It is not the fact of whether all residents utilise all of the services provided by the Shire, it is a matter of the services being available to all inhabitants of the district, irrespective of those that directly impact on individual properties. It is a bit disappointing that some sections of the community are not aware of what the shire does provide and the organisations we support so a bit of public education may be in order.

Ratepayers are struggling, given the Economic Climate, with 2017 Flood Event and Mine Closure.

The economic climate and the other factors mentioned are outside of the shire's control and it should be noted that we are also impacted by these matters. Our responsibility is to provide a level of service and facilities that meet the needs of the community both now and into the future.

Whilst the Differential Rates notice does mention the rates for residential, commercial, industrial and broad acre farming properties these rates are able to be imposed by Council without advertising. It is the rates levied on the mining camps and mining leases that need approval.

There were no submissions received from owners of properties that are rated on the UV Rural basis.

Consultation:

Community via advertising

Statutory Obligations:

Sections 6.33, 6.35 and 6.36 of Local Government Act 1995.

Policy Implications:

Nil

Budget / Financial Implications:

Rate revenue is raised to meet the shortfall between other income sources including grants and user charges and the costs of providing services and facilities over the 12 month period. Local government does not budget for a "profit" – only to raise revenue to allow it to operate effectively and efficiently for the year and over the longer term. Without rate revenue services and facilities would be removed or reduced.

Strategic Implications:

Strategic Community Plan 2014 – 2024

Theme 4 – Civic Leadership: 4.1 Financial Sustainability.

Risk

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance And financial capacity	Unlikely (2)	Moderate (6)	Major(1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements and having sufficient finance to provide services and facilities	Accept Officer Recommendation

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	ITEM 10.1.3																					
Moved: Cr Dickinson	Seconded: Cr Goldfinch																					
That Council:																						
<ol style="list-style-type: none"> 1. Receives the submissions and notes the objections contained therein. 2. In accordance with Section 6.36 of the Local Government Act 1995 endorses the following proposed differential general rates and minimum payments as advertised: 																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;">Differential Rate Category</th> <th style="width: 25%;">Rate in the Dollar</th> <th style="width: 30%;">Minimum Payment</th> </tr> </thead> <tbody> <tr> <td>GRV Residential</td> <td style="text-align: center;">0.112985</td> <td style="text-align: center;">\$850.00</td> </tr> <tr> <td>GRV Commercial</td> <td style="text-align: center;">0.126873</td> <td style="text-align: center;">\$850.00</td> </tr> <tr> <td>GRV Industrial</td> <td style="text-align: center;">0.148920</td> <td style="text-align: center;">\$850.00</td> </tr> <tr> <td>GRV – Transient Workforce Camps / Short Stay Accommodation</td> <td style="text-align: center;">0.301308</td> <td style="text-align: center;">\$850.00</td> </tr> <tr> <td>UV - Rural</td> <td style="text-align: center;">0.009428</td> <td style="text-align: center;">\$850.00</td> </tr> <tr> <td>UV – Mining</td> <td style="text-align: center;">0.080000</td> <td style="text-align: center;">\$300.00</td> </tr> </tbody> </table>	Differential Rate Category	Rate in the Dollar	Minimum Payment	GRV Residential	0.112985	\$850.00	GRV Commercial	0.126873	\$850.00	GRV Industrial	0.148920	\$850.00	GRV – Transient Workforce Camps / Short Stay Accommodation	0.301308	\$850.00	UV - Rural	0.009428	\$850.00	UV – Mining	0.080000	\$300.00	
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UV - Rural	0.009428	\$850.00																				
UV – Mining	0.080000	\$300.00																				
<ol style="list-style-type: none"> 3. Acknowledge that these rates are indicative only until the budget is formally adopted. 																						
Carried: 7/0	Res: 69/2018																					

NOTE: The draft GRV rate in the Dollar for Residential, Commercial and Industrial properties has been reduced from that quoted as part of the advertising process required to gain Ministerial Approval for the GRV – Transient Workforce Camps / Short Stay Accommodation and UV Mining Differential Rating Categories.

The average increase in rate revenue from the GRV Residential, Commercial and Industrial categories will be less than 4%. The rate in the dollar for these categories will be approved by Council when formally adopting the 2018/19 budget.

The draft minimum payments for each category has been reduced by 9% to \$850 and Sanitation Charges (Rubbish & Recycling) are proposed to stay at 2017/18 levels.

10.2 MANAGER OF PLANNING AND DEVELOPMENT

See information bulletin item 2

10.3 MANAGER OF ENGINEERING SERVICES

Nil

10.4 CHIEF EXECUTIVE OFFICER

10.4.1 COMMUNITY DEVELOPMENT FUND 2018/19

File Ref:

Applicant:

Location: Not applicable

Disclosure of Officer Interest: None

Date: 5th June 2018

Author: Ian Fitzgerald – Chief Executive Officer

Authorising Officer: Not applicable

Attachments: Community Development Fund Applications

Summary:

Each year before the budget adoption the Shire of Ravensthorpe opens a local community group grant scheme called the Community Development Fund. This enables groups to apply for a grant of up to \$5000.

Background:

Minor Community Grants may be used for any purpose, including minor building construction, maintenance or repair, equipment purchase or hire, events or functions, operating expenses, relief from Council fees and charges etc.

Comment:

The Community Development Fund will be allocated from within Council's general revenue budget each year with applications closing this year on 31st May 2018 for funding after adoption of the budget.

The following applications have been received for 2018/2019:

ORGANISATION	PROJECT	\$
Hopetoun Community Child Care Centre Inc.	Little Barrens Early Learning Centre	\$5,000.00
Ravensthorpe Community Resource Centre	Photo printer acquisition	\$3,294.50
Ravensthorpe Community Resource Centre	Conduct of 2 courses – Club Governance and Responsible Service of Alcohol	\$1,599.25
Ravensthorpe Tigers Football and Sporting Club	Nature Play Space	\$2,450.00
Ravensthorpe Wildflower Show Inc.	Blinds for Herbarium 10 bali flags and 2 plant ID courses	\$4,220.00
Ravensthorpe Historical Society Inc.	Phase 3 extension of the museum and visitors centre	\$5,000.00
Hopetoun Community Resource Centre	Plant identification signs	\$2,376.00
Winter Sports Association	Stage 2 governance project	\$1,909.54
Windspray Arts	Advertising banners	\$1,163.50
Southerners Sporting Club	HD storage containers, Hockey nets, fishing competition	\$4,245.00
TOTAL:		\$28,881.79

Consultation:

N/A

Statutory Obligations:

N/A

Policy Implications:

Council Policy G5 (Community Development Fund) provides for up to 1% of rate revenue to be allocated to the funding of approved Community Development Fund applications each financial year. In 2018/19 it is anticipated 1% of rate revenue would equate to approximately \$41,000. Note: 2017/18 allocation was \$44,132.

Budget / Financial Implications:

Any application approved by Council will be listed for funding in the 2018/19 budget.

Strategic Implications:

Council Policy G5 – Community Development Fund states the objectives of the fund to be:

- a) To provide financial assistance for organisations and/or projects, which benefit the community.

- b) To assist community based (not for profit) organisations to develop and maintain facilities.
- c) To provide community based (not for profit) organisations with relief from Council imposed fees and charges.

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			ITEM 10.4.1
Moved: Cr Dickinson			Seconded: Cr Smith
That Council resolve to fund the following 2017/2018 Community Development Fund applications received:			
1.	Hopetoun Community Child Care Centre Inc.	Little Barrens Early Learning Centre	\$5,000.00
2.	Ravensthorpe Community Resource Centre	Photo printer acquisition	\$3,294.50
3.	Ravensthorpe Community Resource Centre	Conduct of 2 courses – Club Governance and Responsible Service of Alcohol	\$1,599.25
4.	Ravensthorpe Tigers Football and Sporting Club	Nature Play Space	\$2,450.00
5.	Ravensthorpe Wildflower Show Inc.	Blinds for Herbarium 10 bali flags and 2 plant ID courses	\$4,220.00
6.	Ravensthorpe Historical Society Inc.	Phase 3 extension of the museum and visitors centre	\$5,000.00
7.	Hopetoun Community Resource Centre	Plant identification signs	\$2,376.00
8.	Winter Sports Association	Stage 2 governance project	\$1,909.54
9.	Windspray Arts	Advertising banners	\$1,163.50
10.	Southerners Sporting Club	HD storage containers, Hockey nets, fishing competition	\$4,245.00
	TOTAL:		\$\$28,881.79
Carried: 7/0			Res: 70/2018

10.4.2 COUNCILLOR SITTING FEES

File Ref:**Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** N/A**Date:** 6th June 2018**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** Nil**Summary:**

Council is requested to determine Councillor Sitting/Meeting payments to be made during the 2018/19 financial year which will allow inclusion in the budget.

The current practice is for Council to adopt a per annum method of payment.

Background:

Council has previously adopted the per annum method of payment for Councillor Sitting Fees.

The current payments are:

President:	\$ 19,500	
Councillor:	\$ 13,000	
President's Allowance:	\$ 13,000	
Deputy Presidents Allowance:	\$ 3,250	(25% of Presidents allowance)
Communications Allowance:	\$ 1,084	

In addition travel allowance is paid for those Councillors who submit travel claims at a rate of \$0.78c per km.

At present payments are made to Councillors on a quarterly basis.

The 2017/18 Budget provides for a total expenditure of over \$136,000 on these payments (includes travel allowance) with payments made quarterly and travel costs subject to claims from Councillors.

Comment:

Payment bands for Councillors are set each year by the WA Salaries and Allowances Tribunal with the latest range of fees detailed below.

The Shire of Ravensthorpe is classified as a Band 3 Council and the allowable payment range is highlighted in yellow.

Table 4: Council meeting fees per meeting – local governments

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$609	\$785	\$609	\$1,177
2	\$369	\$576	\$369	\$772
3	\$191	\$406	\$191	\$628
4	\$90	\$236	\$90	\$485

Table 6: Committee meeting and prescribed meeting fees per meeting – local governments

For a council member (including the mayor or president)		
Band	Minimum	Maximum
1	\$305	\$392
2	\$184	\$288
3	\$96	\$203
4	\$45	\$118

NOTE: In the case of the Shire of Ravensthorpe Committee meetings would include attendance at meetings such as Regional Road Group, Progress Associations, GVROC, and CRC's.

Table 8: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – local governments

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$24,360	\$31,364	\$24,360	\$47,046
2	\$14,718	\$23,000	\$14,718	\$30,841
3	\$7,612	\$16,205	\$7,612	\$25,091
4	\$3,553	\$9,410	\$3,553	\$19,341

Table 10: Annual allowance for a mayor or president of a local government

For a mayor or president		
Band	Minimum	Maximum
1	\$50,750	\$88,864
2	\$15,225	\$62,727
3	\$1,015	\$36,591
4	\$508	\$19,864

If Council were to move to a per meeting method of payment and using the maximum figures provided by the Tribunal, and based on 11 Council meetings, 1 Special meeting and 5 Committee meetings, so as to provide Council with an estimated budget for meeting fees the amount would be in the order of \$68,000 including the current amounts for President, Deputy President and Communications Allowances. Travel claims would be in addition to this amount.

Consultation:

Salaries and Allowances Tribunal

Neighbouring local governments

Statutory Obligations:

Local Government Act 1995 - s5.98 1b and 2A b

Salaries and Allowances Act 1975 – s7B 2

Policy Implications:

N/A

Budget / Financial Implications:

Any new payment structure will be included in the 2018/19 annual budget.

Strategic Implications:

N/A

Risk:

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

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	ITEM 10.4.2
Moved: Cr Dickinson	Seconded: Cr Smith
That Council:	
a) Determine whether to adopt an annual fee structure or per meeting payment structure for 2018/19	
b) set the following sitting fees and allowances for 2018/19:	
President:	\$19,500
Councillors	\$13,000
Committee Meetings	\$160
President Allowance	\$13,000
Communications Allowance	\$684
Travel Allowance	\$0.78 cents per km
Carried: 7/0	Res: 71/2018

NOTE: There is no increase in the fees from the 2017/18 financial year.

10.4.3 PROVISION OF HEALTH AND BUILDING SERVICES

File Ref:	
Applicant:	
Location:	Shire of Ravensthorpe
Disclosure of Officer Interest:	Not applicable
Date:	7 th June 2018
Author:	Ian Fitzgerald – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	10.4.3 Draft Service Agreement Contract

Summary:

Council currently has a contract health/building officer who attends the office approximately every 3 weeks and is based in Perth.

The Chief Executive Officer has been in negotiations with the City of Albany to provide a similar service, based on a 3 year contract but with cost savings to Council.

The Shire of Jerramungup has recently entered into an arrangement with the City of Albany for the provision of these services and is a 3-year agreement.

Background:

The current health/building arrangement will come to an end as at 31st May 2018.

Comment:

The Chief Executive Officer has commenced discussions with the City of Albany in relation to the provision of health and building to the Shire of Ravensthorpe as they currently do for the Shire of Jerramungup.

The City of Albany has a team of building officers and health officers who will be able to assist the shire with meeting their statutory obligations and has the capacity to employ additional staff if required. The Shire of Jerramungup has recently entered into a 3-year arrangement with the City of Albany for the provision of building and health services.

The proposed service agreement would see a dedicated level of service provided to the Shire of Ravensthorpe and would meet or exceed current arrangements with a projected savings on current costs with the service being provided out of Perth. The new service agreement would be based on an hourly rate for services provided plus travel expenses when attending the area for inspections and/or meetings.

Consultation:

City of Albany

Shire of Jerramungup

Statutory Obligations:

Local Government Act 1995

Building Act 2011

Building Code of Australia

Health Act 2016

Policy Implications:

N/A

Budget / Financial Implications:

The current arrangement is estimated to cost \$100,000 per year. The proposed new service agreement with the City of Albany is estimated to cost \$65,000 in 2018/19. There will be time taken early in the change-over to adjust to templates and procedures currently in place which may impact on the overall cost for the year. The annual cost will also be largely determined by the level of enquiry that is received.

Strategic Implications:

N/A

Risk:

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Minor	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

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	ITEM 10.4.3
Moved: Cr Richardson	Seconded: Cr Smith
That Council authorise the Chief Executive Officer to finalise negotiations with the City of Albany for the provision of building and health services and to enter into an appropriate service level agreement.	
Carried: 7/0	Res: 72/2018

10.4.4 RAVENSTHORPE REGIONAL ARTS COUNCIL – VENUE HIRE CHARGES**File Ref:**

Applicant:	Ravensthorpe Regional Arts Council
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	5 June, 2018
Author:	Ian Fitzgerald – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	10.4.4 RRAC letters

Summary:

A request has been received from the Ravensthorpe Regional Arts Council (RRAC) seeking a waiver of all venue hire charges for their activities in 2018/2019.

Background:

The RRAC is a very active group that provide or facilitate a variety of activities for community members of all ages.

The Shire currently provides a \$20,000 grant each year to help the RRAC with their activities which in turn helps them to attract/leverage other funding from a number of other sources.

Comment:

The RRAC is recognised as being one of the more pro-active and successful arts councils in the state and they provide a range of well received activities for our community to participate in or enjoy.

Each year the shire provides a grant of \$20,000 to the RRAC to help fund their operations and activities. From time to time the Chief Executive Officer receives a request for venue hire charges to be waived and each application is reviewed and a number approved.

With the state government and other funding bodies reducing the amount of funds they distribute it is becoming increasingly difficult for community groups to obtain external funding. The reduction in funding to Community Resource Centres, which has attracted a lot of media attention of late, is a prime example of the government reducing services to regional areas of the state.

Whilst the value the RRAC provides to the community cannot be questioned, Council has also to be mindful of their own budget and being able to provide services and facilities to a high standard at an affordable cost, and without substantial rate increases. The venues provided by the shire are already heavily subsidised by the community generally, as revenue

received is far less than any hire revenue received. Council also has to be mindful in not creating a precedence by providing a blanket waiver of venue hire charges to organisations such as the RRAC.

Consultation:

Council.

Statutory Obligations:

Local Government Act 1995.

Policy Implications:

G 5 Community Development Fund Objective - To provide community based (not for profit) organisations with relief from Council imposed fees and charges.

F 14 Potentially declaring related party transactions.

Budget / Financial Implications:

The revenue received from the various venue hire is a small part of the shire's budget with the costs associated in maintaining the facilities far outweighing income received.

Strategic Implications:

Aligns with our vision "Growing our Community" through support of our identified stakeholder 'Community Groups and Organisations'.

Complements the following adopted key theme/strategy:

A vibrant supportive socially connected community/A healthy strong and connected community that is actively engaged and involved.

1.1.1 Youth are retained in the community

1.1.2 Regular cultural and recreational activities

1.3.1 A Council that proactively engages with all elements of its community in order to make decisions that reflect positively on the future of the Shire of Ravensthorpe

3.5.2 Increased utilisation of facilities

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	ITEM 10.4.4
That Council:	
a) advise the Ravensthorpe Regional Arts Council that it will provide a \$20,000 grant in 2018-19	
b) will continue to support the Ravensthorpe Regional Arts Council where possible	
c) will provide a 25% reduction in venue hire fees in 2018/19 to assist them in providing events and activities for the community to enjoy.	
Carried: 0/7	Res: 74/2018

COUNCIL DECISION	ITEM 10.4.4
Moved: Cr Belli	Seconded: Cr Dickinson
That Council:	
a) advise the Ravensthorpe Regional Arts Council that it will provide a \$20,000 grant in 2018-19	
b) will continue to support the Ravensthorpe Regional Arts Council where possible	
Carried: 7/0	Res: 75/2018

Reason for change – in light of the committed contribution to the Ravensthorpe Regional Arts Council and the tight budget this coming year Council felt it could not offer a blanket reduction in hire charges but will leave any occasional fee waiver to the discretion of the Chief Executive Officer.

10.4.5 STUDY TOUR

File Ref:**Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** Author is participant of proposed study tour**Date:** 13 June, 2018**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:****Summary:**

Council is requested to approve reimbursement of expenses incurred from the Chief Executive Officer's Professional Development allowance to visit biospheres in Canada whilst there on annual leave. Additional expenses will be incurred in re-organising flights already booked and there will be additional accommodation, meal, and travel expenses incurred.

Background:

In May 2017 UNESCO approved the renomination of the Fitzgerald Biosphere with an enlarge area to encompass areas of farmland and the ocean.

A very successful launch of the Fitzgerald Biosphere was held in Hopetoun and the national park in March 2018.

Comment:

Council has representation on the Fitzgerald Biosphere Community Collective – a group of organisations who support the renomination and the launch and are now looking to continue to promote the biosphere.

At a recent Committee meeting the Chief Executive Officer was elected Chairman of the Fitzgerald Biosphere Community Collective (FBCC) for the next 12 months.

The FBCC is keen to learn from other biospheres, both national and internationally, on how they work with their community, governments and tertiary institutions to promote and raise awareness of their biospheres.

The Chief Executive Officer will be visiting Canada on annual leave and is considering taking a few extra days at the end of the holiday to visit one or two biospheres in the Vancouver area as part of a fact finding tour.

By visiting the biospheres on this basis the costs would be reduced as compared to a trip planned from scratch from Ravensthorpe.

Subject to availability of alternate flights the variation would cost in the order of \$500. In addition there would be accommodation, meal and internal transport expenses. It is anticipated the visit would extend over 3-4 days with an estimated total expense of \$3000. The amount provided for in the employment remuneration package for professional developments \$4,250.

Other members of the FBCC will also be traveling overseas in the coming months and are planning to visit biospheres. The collection of information from these visits will be collated to see what actions can be developed to promote the Fitzgerald biosphere.

Consultation:

Fitzgerald Biosphere Community Collective
Shire President

Statutory Obligations:

Local Government Act 1995

Policy Implications:

Administration Policy – A1 – Conferences and Study Tours refers.

Budget / Financial Implications:

The contract of employment for the Chief Executive Officer Ian Fitzgerald provides for an allowance for professional development and this is provided for in the annual budget.

Strategic Implications:

Strategic Community Plan

Theme 2 – a thriving business and industry including tourism (increased tourist activity)

Theme 3 – adequate services and infrastructure to cater for the community (conservation and protection of natural resources)

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	ITEM 10.4.5
Moved: Cr Richardson	Seconded: Cr Smith
That Council approve the request from the Chief Executive Officer Ian Fitzgerald to participate in a study of biospheres in Canada with expenses incurred to come from the annual professional development allowance	
Carried: 7/0	Res: 76/2018

10.4.6 CHANGE OF VENUE FOR AUGUST AND SEPTEMBER ORDINARY COUNCIL MEETINGS**File Ref:****Applicant:****Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 7 June, 2018**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:**

Summary:

The venue for September's Ordinary Council meeting is Munglinup Recreation Centre. The Chief Executive Officer has received advice that catering will be a challenge to organise in September as there is a community event and a personal engagement in Perth that conflicts with the Shire's meeting.

Background:

Residents cater for Shire Council meetings when the venue is Munglinup Recreation Centre.

Comment:

Nil

Consultation:

Shire Councillors and affected Munglinup residents.

Statutory Obligations:

Nil

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	ITEM 10.4.6
Moved: Cr Belli	Seconded: Cr Smith
That Council agree to change the venue of the Ordinary Council Meeting of 16 August 2018 to Munglinup Recreation Centre and that the venue for the Ordinary Council Meeting of 20 September 2018 be changed to Ravensthorpe Council Chambers	
Carried: 7/0	Res:77/18

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

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

12.1 ELECTED MEMBERS

12.2 OFFICERS

13. MATTERS BEHIND CLOSED DOORS

COUNCIL DECISION	ITEM 13
Moved: Cr Smith	Seconded: Cr Dickinson
That Council close the meeting to the public to allow discussion on a Commercial – in Confidence item.	
Carried: 7/0	Res: 78/18

5.20PM *All staff and Councillors remained in the meeting.*

COUNCIL DECISION	ITEM 13
Moved: Cr Belli	Seconded: Cr Richardson
That Council re-open the meeting to the public.	
Carried: 7/0	Res: 80/18

5.25PM *Council meeting re-opened to the public.*

Voting Requirements:

Simple majority

Moved: Cr Smith	Seconded: Cr Belli
That Council:	
<ol style="list-style-type: none"> 1) Acknowledge receipt of the proposal to sell Lots 759 and 82 corner of Hopetoun-Ravensthorpe and Jerdacuttup Roads 2) Advise the proponents that Council do not wish to enter into any process to potentially dispose of the land at this point in time. 3) Review the lease prior to the expiration of the current lease arrangement in March 2020. 	
Carried: 7/0	Res: 79/18

14. CLOSURE OF MEETING – 5.30PM

These minutes were confirmed at the meeting of the _____

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

Date: _____