



Agenda

Ordinary Meeting of Council

Tuesday, 15 October 2024

Commencing at 6.00pm

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NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe

Ordinary Council Meeting

Will be held on Tuesday,

15 October 2024

Commencing at 6.00pm

Located in the Council Chambers

Ravensthorpe Cultural Precinct

Matthew Bird
Chief Executive Officer

Disclaimer

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

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

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

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

DISCLOSURE OF INTEREST FORM
(Elected Members/Committee
Members/Employees/Contractors)

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

To: _____
Name _____

Elected Member Committee Member Employee Contractor

- Ordinary Council Meeting held on _____
- Special Council Meeting held on _____
- Committee Meeting held on _____
- Other _____

Report No _____
Report Title _____

Type of Interest (*see overleaf for further information)

Proximity Financial Impartiality

Nature of Interest

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

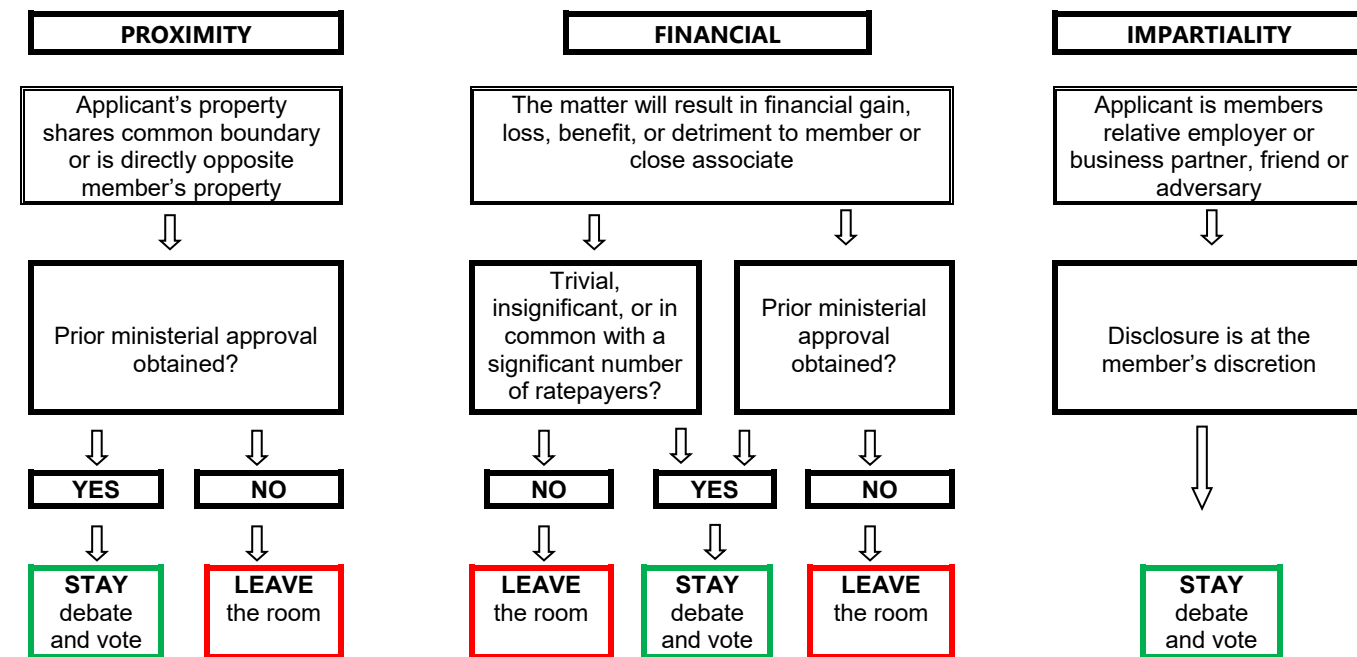
Signed: _____ Date: / /

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

Shire President: _____ Signed: _____ Date: _____

OFFICE USE ONLY	
<input type="checkbox"/> Particulars recorded in Minutes	<input type="checkbox"/> Particulars recorded in Register

* Declaring an Interest



Local Government Act 1995 – Extract

s.5.60A - Financial Interest

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

s.5.60B – Proximity Interest

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

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

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

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

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

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

5.71 - Employees to disclose interests relating to delegated functions.

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

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

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

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

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

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AGENDA

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

1. **DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

The Shire President to declare the meeting open.

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

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

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

ELECTED MEMBERS

Cr Thomas Major (Shire President)

Cr Mark Mudie (Deputy President)

Cr Sue Leighton

Cr Robert Miloseski

Cr Rachel Gibson

Cr Roger Mansell

OFFICERS

Matthew Bird (Chief Executive Officer)

Natalie Bell (Executive Manager Projects and Regulatory Services)

Paul Spencer (Executive Manager Infrastructure Services)

Les Mainwaring (Executive Manager Corporate Services)

Rod McGrath (Manager Community, Sport and Recreation)

VISITORS

APOLOGIES

LEAVE OF ABSENCE

Cr Graham Richardson (Resolution number 75/24)

3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Ms Kristy Dobson

Kristy asked what was the Shire currently doing regarding the operation of unregistered AirBnB properties?

Shire response;

Under the recently enacted Short-Term Rental Accommodation (STRA) Act 2024 STRA properties now must be registered on the States Register, by 1 January 2025, to be able to operate and be booked through booking sites. This is mandatory. Registration is for 1 year from the date of registration and will need to be renewed every 12 months. A full suite of information is available from DEMIRS at Short-Term Rental Accommodation Register (www.wa.gov.au). Currently for our Shire, the process to register an AirBnB, Holiday House or Short-Term Accommodation with the Shire of Ravensthorpe involves lodging an application for Development Approval. The Shire plans to write to all local ratepayers alerting them of the new WA State government STRA requirements.

4. PUBLIC QUESTIONS TIME

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

Council Consideration Towards Public

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

5. DECLARATIONS OF INTEREST

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 17 SEPTEMBER 2024

(Attachment: Yellow 7.1)

Statutory Environment:

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

OFFICER RECOMMENDATION:

That the minutes and associated attachments of the Ordinary Council Meeting held on 17 September 2024 be CONFIRMED as a true and correct record.

Moved: _____

Seconded: _____

Carried: ____ / ____

- 8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS**
- 9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**
- 10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**
- 11. MATTERS ARISING FROM COMMITTEES OF COUNCIL**

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 DELEGATES TO THE GREAT SOUTHERN WALGA ZONE

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

PURPOSE

1. Council to confirm delegates to Great Southern WALGA zone.

BACKGROUND

2. Council appointed delegates to the Great Southern WALGA zone at the 17 September Ordinary Council Meeting via resolution number 82/24.
3. Since this date, the Shire has received correspondence from WALGA requesting confirmation of these appointments and recommendations to also nominate the Shire CEO or the CEO's representative as a voting delegate in circumstances where the Shire does not have 2 Council Member delegates or Deputy delegates in attendance at a meeting.

COMMENT

4. The next Great Southern WALGA zone meeting will be held Friday 22 November and hosted by the Shire of Katanning.
5. At the November meeting the Zone will decide the 2025 meeting schedule with meetings typically held in February, April, June, August and November each year and host destinations determined by alphabetical order.

CONSULTATION

6. Councillors.

STATUTORY ENVIRONMENT

7. Local Government Act 1995.

POLICY IMPLICATIONS

8. Nil.

FINANCIAL IMPLICATIONS

9. Nil.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) That Council approvals for delegations are not formally endorsed.	Possible	Minor	Low	Endorsement via this report item.
Reputational; The Council and Shire is perceived as not in touch with regional advocacy issues.	Likely	Moderate	Medium	Regular attendance and participation to the GS WALGA zone meetings

ALTERNATE OPTIONS

11. Council may allocate delegates by consensus.

STRATEGIC ALIGNMENT

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

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

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

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

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

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

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

VOTING REQUIREMENT

13. Simple Majority.

OFFICER RECOMMENDATION

That Council APPROVE to Great Southern WALGA Zone;

1. **The appointment of Cr Major and Cr Mudie as Shire of Ravensthorpe Council Member Zone Delegates,**
2. **The appointment of Cr Gibson as Council Member Deputy Zone Delegate, and**
3. **Delegated authority to the Shire CEO or the CEO's representative as a voting delegate in circumstances where the Shire does not have 2 Council Member Delegates or Deputy delegate in attendance at a meeting.**

Moved: _____

Seconded: _____

Carried: ____ / ____

12.1 EXECUTIVE SERVICES

12.1.2 LOCAL GOVERNMENT ELECTIONS – REVIEW OF WALGA ADVOCACY POSITIONS

File Reference:	N/A
Location:	Shire Ravensthorpe
Applicant:	Nil
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	4 October 2024
Disclosure of Interest:	Nil
Attachments:	N/A
Previous Reference:	N/A

PURPOSE

1. Council to consider Western Australian Local Government Association's (WALGA) current and alternative advocacy positions as they relate to Local Government Elections.

BACKGROUND

2. The *Local Government Amendment Act 2023* introduced a range of electoral reforms that came into effect prior to the 2023 Local Government ordinary elections:
 - i. the introduction of Optional Preferential Voting (OPV);
 - ii. extending the election period to account for delays in postal services;
 - iii. changes to the publication of information about candidates;
 - iv. backfilling provisions for extraordinary vacancies after the 2023 election;
 - v. public election of the Mayor or President for larger Local Governments;
 - vi. abolishing wards for smaller Local Governments; and
 - vii. aligning the size of councils with the size of populations of each Local Government (change to representation)
3. Following requests from several Zone's, WALGA undertook a comprehensive review and analysis of 5 ordinary election cycles up to and including the 2023 Local Government election against the backdrop of these legislative reforms.
4. The review and report focused on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), with the analysis finding evidence of the rising cost and a reduction in service of conducting Local Government elections in Western Australia.
5. All Local Governments are now being asked to provide a Council decision on WALGA's advocacy positions as they relate to Local Government Elections, to see if the positions are still current.

6. To inform an item for the December meeting of WALGA State Council, Council decisions are requested by Monday 28 October 2024.
7. Local Governments will also be able to provide feedback through the November round of Zone meetings. To assist Councils in compiling their positions, WALGA has drafted a template Agenda Item which has been used for the preparation of this report item for Council to consider.

COMMENT

8. The Elections Analysis Review and Report was presented to State Council 4 September 2024, with State Council supporting a review of WALGA's Local Government Elections Advocacy Positions.
9. WALGA is requesting Councils consider the current and alternative Elections Advocacy Positions and provide a response back to WALGA for the December 2024 State Council meeting.
10. The following is a summary of WALGA's current Advocacy Positions in relation to Local Government Elections (text in blue):

2.5.15 ELECTIONS

- Position Statement; the Local Government sector supports:
1. Four year terms with a two year spill
 2. Greater participation in Local Government elections
 3. The option to hold elections through:
 - Online voting
 - Postal voting, and
 - In-person voting
 4. Voting at Local Government elections to be voluntary
 5. The first past the post method of counting votes

The Local Government sector opposes the introduction of preferential voting, however if 'first past the post' voting is not retained then optional preferential voting is preferred. The first past the post (FPTP) method is simple, allows an expression of the electorate's wishes and does not encourage tickets and alliances to be formed to allocate preferences.

2.5.16 METHOD OF ELECTION OF MAYOR

Position Statement; Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.

2.5.18 CONDUCT OF POSTAL ELECTIONS

Position Statement; The *Local Government Act 1995* should be amended to allow the Australian Electoral Commission (AEC) and any other third party provider including Local Governments to conduct postal elections.

Currently, the WAEC has a legislatively enshrined monopoly on the conduct of postal elections that has not been tested by the market.

11. WALGA has requested the following advocacy positions be considered by Councils:

1. PARTICIPATION

(a) The sector continues to support voluntary voting at Local Government elections.

OR

(b) The sector supports compulsory voting at Local Governments elections.

2. TERMS OF OFFICE

(a) The sector continues to support four-year terms with a two-year spill;

OR

(b) The sector supports four-year terms on an all in/all out basis.

3. VOTING METHODS

(a) The sector supports First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections

OR

(b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for general elections.

4. INTERNAL ELECTIONS

(a) The sector supports First Past the Post (FPTP) as the preferred voting method for all internal elections.

OR

(b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for all internal elections.

5. VOTING ACCESSIBILITY

The sector supports the option to hold general elections through:

(a) Electronic voting; and/or

(b) Postal voting; and/or

(c) In-Person voting.

6. METHOD OF ELECTION OF MAYOR

The sector supports:

(a) As per the current legislation with no change – Class 1 and 2 local governments directly elect the Mayor or President (election by electors' method), with regulations preventing a change in this method.

(b) Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.

(c) Apply current provisions to all Bands of Local Governments – apply the election by electors method to all classes of local governments.

CONSULTATION

12. Councillors.

STATUTORY ENVIRONMENT

13. Local Government Act 1995.

POLICY IMPLICATIONS

14. Nil.

FINANCIAL IMPLICATIONS

15. Nil.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) Council does not achieve effective advocacy to the state government regarding local government elections	Likely	Minor	Low	Council has been invited to provide its position on WALGA's advocacy relating to local government elections
Reputational; The Council and Shire are perceived as not actively advocating for local government election reform.	Likely	Moderate	Medium	Council to participate in WALGA's advocacy position.

ALTERNATE OPTIONS

17. Council may amend officer recommendations.

STRATEGIC ALIGNMENT

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

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

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

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

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

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

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

VOTING REQUIREMENT

19. Simple Majority.

OFFICER RECOMMENDATION

That Council RECOMMENDS that WALGA adopt the following Local Government Advocacy Positions:

- 1. Participation – Council support advocacy position 1A**
- 2. Terms of Office – Council support advocacy position 2A**
- 3. Voting methods – Council support advocacy position 3A**
- 4. Internal elections – Council support advocacy position 4A**
- 5. Voting accessibility – Council support advocacy position 5ABC**
- 6. Method of electing Mayor/President – Council support advocacy position 6B**

Moved:_____

Seconded:_____

Carried:___ / ___

12.1 **EXECUTIVE SERVICES**

12.1.3 2024-2029 CULTURAL AND CREATIVE INDUSTRIES PLAN

File Reference:	Nil
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Manager Community, Sport and Recreation
Authorising Officer	Chief Executive Officer
Date:	8 October 2024
Disclosure of Interest:	Cr Tom Major
Attachments: Blue	Shire of Ravensthorpe 2024-2029 Cultural and Creative Industries Plan
Previous Reference:	OCM 20 August 2024, 12.1

PURPOSE

1. That Council give final approval and ENDORSE the Shire of Ravensthorpe 2024-2029 Cultural and Creative Industries Plan.

BACKGROUND

2. Culture and creative industries are significant for the development of rural and remote communities in the economic, environment, social and cultural domains.
3. Local Governments use these types of plans as strategic documents to outline the steps required to enhance the vitality and diversity of a community's cultural and artistic life.
4. With the last (and only) Cultural Plan produced for the Shire of Ravensthorpe being the 1998 Plan, and the Shire having a number of extremely active community groups, particularly in the arts, culture, history and the environment, there was a need to have an updated plan for the Shire.
5. In 2022, the Shire applied to the Department of Local Government, Sport and Cultural Industries' (DLGSCI) Leverage Creative and Cultural Planning program for funds to develop a new plan assisted through the engagement of an external consultant who is experienced in community consultation and developing regional WA arts and cultural plans.
6. With the appointment of external consultants, Euphorium Creative, initial extensive community consultation was undertaken to produce a Draft 2024-2029 Cultural and Creative Industries Plan document that the Shire can use in conjunction with the community.
7. Euphorium Creative also produced a Tactical Toolkit that outlines tactical actions and recommendations that Shire staff members can consider in response to both realising the plan and working with the community within the cultural and creative industries environment.
8. At the August 20, 2024 Ordinary Council Meeting, Council authorised the Shire of Ravensthorpe Draft 2024-2029 Cultural and Creative Industries Plan to be made available for public comment.

9. Following this period of public comment, the Shire of Ravensthorpe Draft 2024-2029 Cultural and Creative Industries Plan (with any recommendations for amendment) is to be presented to Council for formal adoption.

COMMENT

10. The period of public consultation for the Draft 2024-2029 Cultural and Creative Industries Plan involved opportunities just over six weeks to provide feedback.
11. The consultation process has been quite extensive from the first work undertaken since mid-2023 by external consultants, Euphorium Creative, towards firstly producing the draft plan and then the process which has resulted in a significant period of time in working with Councillors, Shire staff, and members of the community to refine the plan.
12. Euphorium Creative and its representatives have been very committed to ensure the Shire of Ravensthorpe receives a five-year Cultural and Creative Industries Plan that will provide a framework to assist the fostering of a flourishing creative and cultural environment within the Shire of Ravensthorpe.
13. Over the course of the public comment period, Euphorium Creative, has compiled a table (see below) with suggested changes made to the draft 2024-2029 Draft Cultural and Creative Industries Plan.

TABLE 1 SUMMARY OF FEEDBACK REVIEW

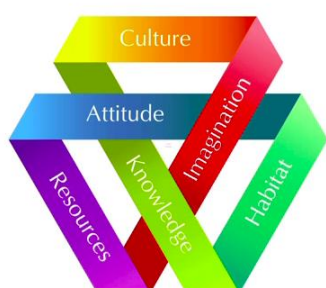
Suggested changes to the draft plan from Euphorium Creative	Page(s) references in the draft plan to be adjusted to assist the final plan	Rationale provided by Euphorium Creative	Shire Staff comment(s)
Insert Executive Summary	Provided to Shire separately	Overall impact; Request of Council	Accepted
Tweak wording in the introductory pages to be simpler and reflect Councillor comments		To reflect Cr comments - what we've done well, how we've done it well, and what we can do to keep doing it well.	Noted
Case studies - refined, edited	Throughout	Readability, relevance and professionalism	Noted
High resolution or alternate photo to be sourced, with credits	4	Professionalism	Noted

Suggested changes to the draft plan from Euphorium Creative	Page(s) references in the draft plan to be adjusted to assist the final plan	Rationale provided by Euphorium Creative	Shire Staff comment(s)
Graphic: "Locals, feel free to turn to page 37"	5	To convey that the preceding pages are context building for new/external stakeholders	Noted
Refine language in purpose statement using plainspeak	5	Readability	Noted
Remove Spoken Agreement page	7	Insufficient engagement during public comment period. Plan provides a way forward without this.	Noted. Possibly not understanding what "Spoken Agreement" meant.
Refine vision statement	11	Plainspeak, comprehension, impact	Noted
Change Shared Resources to Collaborative Resources	10 and throughout	Public comment workshops demonstrate that Share was interpreted as Free ; This deviates from the overarching concept of shared responsibility , potentially resulting in an increased sense of entitlement.	Accepted
Add "Local Government versus Community is an unhelpful binary"	12	Comment from Ravensthorpe Lunch & Learn community engagement	Noted
Incorporate some simple examples for the definition	13	Comprehension, impact	Noted
Reference Tactical Toolkit	14	So that community is aware that there are actions to be taken to utilise the plan.	Noted

Suggested changes noted by Euphorium Creative	Page(s) references in the draft plan to be adjusted to assist the final plan	Rationale provided by Euphorium Creative	Shire Staff comment(s)
Capture importance of trust in venue usage in "Optimised Places"	16	Public comment suggestion	Accepted
Add 'Citizen' column and insert text: Collaborative knowledge, Optimised imaginations, Aligned attitudes	16	This completes the Innovation Engine (Seelig) that has underwritten the framework of the plan. Without this column there is a significant gap. See Innovation Engine below for reference.	Accepted
Citizen typo	17	Correction	Noted
Change "Appreciation of the System" to "How to be a local creative champion"	22	Plainspeak, comprehension, impact	Accepted
Combine pages 23-24	23-24	Duplication	Noted
High resolution photos and credits	25	Professionalism	Noted
Remove Arcadium reference	27	Inaccurate	Noted
Photo credit or replacement	28	Professionalism	Noted
Remove duplicate text	35	Correction	Noted
Opportunities and Challenges to move to page 21	37	Earlier introduction for framing	Accepted
Invest in Collaboration: The resources and time required for collaboration are broadly underacknowledged.	37	Public comment feedback	Noted

Suggested changes noted by Euphorium Creative	Page(s) references in the draft plan to be adjusted to assist the final plan	Rationale provided by Euphorium Creative	Shire Staff comment(s)
Enhancing Collective Identity - traditionally, sharing our stories is something that we haven't done effectively	37	Public comment feedback	Accepted
Update Consultation Process to incorporate Public Comment Period	40	Accuracy	Noted
Change the term "Definitions of Success" to plain speak	41	Public comment feedback	Noted
Incorporate how the questions can be used	41	Public comment feedback	Noted
If possible, incorporate the questions from 43-45	42	For public use and simple	Accepted
Future vision - tweak to make more holistic	42	Public comment feedback - this only includes Shire responsibility and doesn't align with rest of document	Accepted
Find a replacement word for ecology	43	Public comment feedback - plainspeak	Noted
Incorporate current examples for concreteness	43 - 45	Public comment feedback - impact	Noted

Seelig's Innovation Engine:



14. These noted and accepted changes have been incorporated into the Shire of Ravensthorpe’s 2024-2029 Culture and Creative Industries Plan in attachment 12.1.3.

CONSULTATION

15. Council authorised at the Ordinary Council Meeting of 20 August 2024 for the Shire of Ravensthorpe’s Draft 2024-2029 Cultural and Creative Industries Plan to be made available for public comment.
16. The consultation process included presenting information to the community via the Shire’s media on how to provide feedback about the draft plan: the website (22 August); Facebook (22, 25 and 29 August; 7 and 25 September); the Ravensthorpe Report (29 August and 26 September); and also, information provided in the Shire’s section in the Community Spirit newsletter (19 August, 12 and 26 September). Additionally, the draft plan was also promoted at two community markets: Sunday 1 September in Hopetoun and Saturday 14 September in Ravensthorpe.
17. The consultation process also included community sessions with representatives of Euphorium Creative attending in Ravensthorpe (26 August), Hopetoun (28 August), Jerdacuttup (2 September) and Munglinup (2 October).

STATUTORY ENVIRONMENT

18. Nil

POLICY IMPLICATIONS

19. G.16 Community Engagement Policy & Strategy.

FINANCIAL IMPLICATIONS

20. There are no direct up-front financial implications for the Shire of Ravensthorpe’s 2024-2029 Cultural and Creative Industries Plan.
21. If major tasks are identified through any progression and then outcome arising from the endorsement of the 2024-2029 Cultural and Creative Industries Plan, those tasks will need to be planned and costed through the Shire of Ravensthorpe’s long-term financial planning and annual budgeting processes.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) The “unspoken partnership” between the Shire and its community is not understood.	Unlikely	Minor	Low	The plan focuses on clarifying roles and responsibilities, and provides a framework for ongoing collaboration.
Financial The financial implications for Council endorsing the plan are not well understood by the community.	Unlikely	Insignificant	Low	There are no direct up-front financial implications for the endorsement of the plan by Council.
Reputational The plan does not clarify roles and responsibilities nor outline clear goals for the Shire and the community.	Possible	Minor	Medium	By clarifying roles and responsibilities, outlining clear goals, fostering a collaborative framework,

and leveraging the existing strengths of the Shire's Creative community, this plan provides a pathway.

ALTERNATE OPTIONS

21. Council may decide to not make a specific change or make any of the changes recommended to the Draft 2024-2029 Cultural and Creative Industries Plan.

STRATEGIC ALIGNMENT

22. This item is relevant to the Council's approved Strategic Community Plan 2030 and Corporate Business Plan 2020-2024.

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

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

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

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

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

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

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

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

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

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

Item	Objectives and Strategies
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

23. Simple Majority.

OFFICER RECOMMENDATION

That Council ENDORSE the Shire of Ravensthorpe 2024-2029 Cultural and Creative Industries Plan.

Moved: _____ Seconded: _____

Carried: __ / __

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 30 SEPTEMBER 2024

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	08 October 2024
Disclosure of Interest:	Nil
Attachment: Purple	Monthly Financial Reports for 30 September 2024
Previous Reference:	Nil

PURPOSE

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

BACKGROUND

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

COMMENT

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

CONSULTATION

4. Executive Team.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. All expenditure has been approved via adoption of the 2024/2025 Annual Budget, or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT:

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

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

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

11. Simple Majority.

OFFICER RECOMMENDATION

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

Moved: _____

Seconded: _____

Carried: _ / _

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – SEPTEMBER 2024

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Finance Officer
Authorising Officer	Executive Manager of Corporate Services
Date:	07 October 2024
Disclosure of Interest:	Nil
Attachments: Green	Creditors List of Accounts Paid September 2024 Credit Card Transactions to 01 September 2024 Fuel Card Transactions September 2024
Previous Reference:	Nil

PURPOSE

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

BACKGROUND

2. Period 01/09/2024 – 30/09/2024

2024/2025						
Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Total Creditors	Payroll
Jul	17,790	1,293,044	105,982	12,502	1,429,318	377,723
Aug	11,617	584,755	137,072	4,563	738,007	365,425
Sep	6,118	699,166	50,146	8,503	763,934	440,523
Oct	0	0	0	0	0	0
Nov	0	0	0	0	0	0
Dec	0	0	0	0	0	0
Jan	0	0	0	0	0	0
Feb	0	0	0	0	0	0
Mar	0	0	0	0	0	0
Apr	0	0	0	0	0	0
May	0	0	0	0	0	0
Jun	0	0	0	0	0	0
Total	35,525	2,576,966	293,200	25,568	2,931,258	1,183,671
23/24	186,555	12,324,178	1,020,367	106,440	13,637,540	4,948,850
22/23	114,562	12,445,050	943,431	81,842	13,584,885	4,162,759
21/22	109,610	11,455,728	1,217,128	101,107	12,883,572	4,057,812
20/21	219,357	8,442,181	965,406	135,103	9,762,047	3,790,863

COMMENT

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

CONSULTATION

- Accountant and Executive Manager Corporate Services.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

- Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

- The following risks have been identified as a part of this report;

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

ALTERNATE OPTIONS

- Nil.

STRATEGIC ALIGNMENT

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

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

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

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

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

VOTING REQUIREMENTS

11. Simple Majority.

OFFICER RECOMMENDATION

That Council:

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

Moved: _____

Seconded: _____

Carried: _ / _

12.3 **PROJECTS AND REGULATORY SERVICES**

12.3.1 RAVENSTHORPE CULTURAL PRECINCT – FINALISATION REPORT

File Reference:	Nil
Location:	Ravensthorpe
Applicant:	N/A
Author:	Executive Manager Projects and Regulatory Services
Authorising Officer	Chief Executive Officer
Date:	06 October 2024
Disclosure of Interest:	Nil
Attachments: Orange	1. OCM Resolution Number 78/21 (Confidential Attachment) 2. RCP – Final Costs
Previous Reference:	N/A

PURPOSE

1. To provide Council an update on final costs and outcomes for the precinct project.

BACKGROUND

2. It is understood the concept of a co-located 'precinct' was noted as a community priority several years before the Building Better Regions Funding (BBRF) became available to the Shire in 2019. The opportunity to secure the funding came about as the Shire was experiencing a 'water deficiency' period and funding was being distributed nationally to drought affected areas. The agreement with BBRF grant managers occurred in September 2020 and the project was developed further from that point. Total BBRF funding provided was to be 75% of the total project cost, with the local government providing 25% under the conditions of the agreement. The Shire and community contributions totalled \$1,758,600 with \$1,450,000 being from shire reserves. Total BBRF funding provided was \$5,275,800.
3. As the project was developed and documented, the construction industry experienced a major reset due to the Covid-19 epidemic. When the tenders were received in May 2021, costs had significantly increased. The total project cost was revised to \$9,523,441. The shortfall from the BBRF total of \$7,034,400 was added through savings negotiated with the Builder, a suspension of plant replacement by 1 year totalling a saving of \$950,000 and additional federal funding secured through the Local Roads and Community Infrastructure (LRCI) grants programme. Council endorsed the Builder and project costs at the 20 July 2021 Ordinary Council Meeting, Resolution number 78/21, by an absolute majority. (Refer attachment 1)

COMMENT

4. Total project costs at project acquittal in August 2024 were \$9,196,301. (Refer attachment 2)
5. The benefits to the community have been significant. The demolition of the buildings owned by the Shire (the DunnArt building, Seniors and Youth group) removed asbestos buildings, that were not fit-for-purpose, off the Shires asset register. These groups are now co-located in the precinct, with the arts group moving into the old CRC. The CRC now has a presence on the main street of town. The shire has been able to expand its administration and Council chambers into the new building, and a number of new spaces have been provided for community use. Bookable space (excluding CRC areas and the DunnArt space) show that the building is being well utilised by the community - refer booking numbers below.

July 22 – June 23 – available rooms were booked 89 times
July 23 – June 24 – available rooms were booked 704 times
July 24 – October 24 – 126 bookings to date.

6. The new interpretive centre is now online with ongoing improvements that will tell the story of our Shire, its history and its people.
7. The building has also won several designs and building awards since its completion including;
 - Master Builders Western Australia – Best Public Use Building (\$5,000,000 - \$10,000,000), Great Southern, 2024.
 - Master Builders Western Australia – Best Regional Project, Great Southern, 2024.
 - 2024 Western Australia Architecture Awards – Public Architecture
 - 2024 Western Australia Architecture Awards – Sustainable Architecture

CONSULTATION

8. The Council and Executive team, as well as the public, and the relevant community groups and users, have had input into the project. Final designs were put out for public comment in late 2020 – 21.

STATUTORY ENVIRONMENT

9. National Construction Code.
10. Commonwealth Grants Rules and Guidelines 2017

POLICY IMPLICATIONS

11. Not applicable

FINANCIAL IMPLICATIONS

12. Costs of the project are at Attachment 2. The final costs of \$9,196,301 came in at 3.4% less than the original total estimate of \$9,523,441.
13. Financial contributions were also made by a number of community groups, listed below, and the Council thanks them for their support for the project.
 - Ravensthorpe Community Centre
 - Ravensthorpe CRC
 - Ravensthorpe District Arts Group
 - Ravensthorpe Facility Care
 - Ravensthorpe Playgroup
 - Ravensthorpe Progress Association
 - Ravensthorpe Regional Arts Council
 - Ravensthorpe Youth Club
 - Tigers Football and Sporting Club
 - Wildflower Show Committee
 - South Coastal Agencies
 - Palace Hotel

- FQM Australia Nickel Pty Ltd
- Yummylicious Candy Shack

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Unlikely	Moderate	Low	Designed through user group briefings Compliance with Building Code of Australia
Financial	Unlikely	Minor	Low	Included on asset and maintenance program
Environmental	Unlikely	Insignificant	Very Low	Sustainable use of Yellow Stringy bark timber Native plant landscaping
Reputational	Unlikely	Insignificant	Very Low	Community co-located building design Efficient use of space Aesthetically designed

ALTERNATE OPTIONS

15. Nil.

STRATEGIC ALIGNMENT

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

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

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

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

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

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

Item	Objectives and Strategies
3.2	New development (including commercial) is of a high quality and contributes positively to the character and appearance of the town
3.3	The towns of the Shire have attractive streetscapes in keeping with local character
3.4	It is easy and safe to move around and in and out of the district

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

Item	Objectives and Strategies
4.2	Water conservation and water harvesting opportunities are maximised
4.3	The Shire’s valued natural areas and systems are protected and enhanced
4.4	Energy is used efficiently and there is an increased use of renewable energy in the Shire

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

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

VOTING REQUIREMENTS

17. Simple Majority

OFFICER RECOMMENDATION

That Council NOTES final audited costs for the Ravensthorpe Cultural Precinct.

Moved: _____

Seconded: _____

Carried: ____ / ____

13. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

Nil.

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

Nil.

16. CLOSURE

The Presiding Member to declare the meeting closed.