



# Confirmed Minutes

Ordinary Meeting  
of Council

Tuesday, 20 August 2024  
commenced 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,

20 August 2024

Commencing at 6.00pm

Council Chambers

Ravensthorpe Cultural Precinct

Matthew Bird

Chief Executive Officer

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### **Disclaimer**

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

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

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

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

# Unconfirmed Minutes

**Mission  
Statement**

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

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## 1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 6pm.

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

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

### **ELECTED MEMBERS:**

Cr Thomas Major	(Shire President)
Cr Mark Mudie	(Deputy Shire President)
Cr Rachel Gibson	
Cr Robert Miloseski	
Cr Graham Richardson	
Cr Sue Leighton	

### **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 & Recreation)

### **VISITORS**

Mr Larry Baker, Mr Geoff Vivian (Esperance Weekender), Mr Ken Norman (entered Chambers at 6.02pm)

### **APOLOGIES**

Cr Roger Mansell

### **LEAVE OF ABSENCE**

Nil.

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

Nil.

### **4. PUBLIC QUESTIONS TIME**

#### **Mr Larry Baker**

Q1. When will there be a final report including costings on the Ravensthorpe Cultural Precinct project?

CEO response: Thank you for the question Larry, you have asked this a few times now and the answer remains the same, once the project is fully completed, grant acquittals undertaken including an audit review then Shire officers will present a final report to Council on the project.

Q2. When will the shire recover the lost dollars taken by the past CEO?

Shire officer response: the Shire has recovered all of the monies stolen by the previous CEO.

Q3. Does the Shire employ a Health officer?

CEO response: The Shire currently contracts a suitably qualified third party environmental health officer to undertake its environmental health and related professional services.

Q4. Who is he?

CEO response; Terry Sargent has his own consulting service, Terry was previously the Director for Shire of Esperance and is very well qualified in this space.

Q5. Who does your building inspections, who signs off on building pads?

Shire officer response: The Shire contracts our building services functions to the City of Albany.

Q6. Why aren't the vouchers included in the monthly payments reports, do Councillors review these, the reports tell you nothing.

CEO response: I disagree, the monthly reports list the suppliers who have been paid in that month along with a description of the service provided. Council can ask questions on any of these payments and request more information if needed.

Q7. How does Council justify the recent 4.5% rate increase, why didn't you freeze rates?

CEO response: I won't speak for Council but I will say that the 4.5% rate increase is in line with the Shire's long term financial plan and is in line with rate increases over the past 4 to 5 years. Council have adopted a very prudent budget, balancing the negative impacts to the revenues of some of our business units with recent mine closure, with also ensuring that we achieve good service delivery and project delivery for the community. As the CEO I would never recommend a rate freeze to Council as this can have very significant negative impacts to Councils income base over the following 10 year period.

### **5. DECLARATIONS OF INTEREST**

Shire President Tom Major declared a financial interest for item 12.1.2 Draft Cultural and Creative Industries Plan and will leave the Council Chambers when this item is considered.

### **6. APPLICATIONS FOR LEAVE OF ABSENCE**

Cr Gibson requested a leave of absence for the period 10 September to 26 September 2024.

## COUNCIL DECISION

Moved by Cr Miloseski and seconded by Cr Leighton

Resolution #65/24

That Council APPROVE Cr Gibson leave of absence request from 10 September to 26 September 2024 inclusive.

Carried 6/0

## 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 16 JULY 2024

7.2 SPECIAL COUNCIL MEETING (BUDGET) 30 JULY 2024

**(Attachment 7.1 & 7.2)**

### **Statutory Environment:**

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

## COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Mudie

Resolution #66/24

- 1. That the Minutes and associated attachments of the Ordinary Council Meeting held on 16 JULY 2024 be CONFIRMED as a true and correct record.**
- 2. That the Minutes and associated attachments of the Special Council Meeting of the Shire of Ravensthorpe held on 30 JULY 2024 be CONFIRMED as a true and correct record.**

Carried 6/0

## 8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

### Cr Mudie

- Attended a CBH meeting in Perth. The upgrades to CBH Munglinup facility are on track and plan to be in place for upcoming harvest season. CBH regional manager to attend a Council briefing session in near future to provide update on CBH activities.
- Attended the local winter sports grand final day in Lake King. Fantastic day and credit to all those involved. Great example of the community improving the livability of the region. Congratulations to all involved.

### Cr Miloseski

- Have been working hard to attract new businesses to Hopetoun and the region. The hair salon business for example.
- Attended the school sports day and the recent grand final sports day. Great events.

### Cr Gibson

- Attended the Christine Rowe book launch.
- Attended the Lake King winter sports grand final day. Great effort. And really admired the level of sportsmanship shown by all.

Cr Richardson

- Attended the Christine Rowe book launch.
- Attended the Munglinup Community Group meeting.

Cr Leighton

- Attended the Hopetoun Amateur Theatre Society (HATS) meeting who are planning on delivering the Footrot Flats production.
- Attended the Fitzgerald Biosphere Community Collective meeting, congratulated Nathan McQuoid for his role as chair for many years and is now stepping down. The FBCC is finalising its new strategic plan.
- Attended the Christine Rowe book launch.
- Attended the Ravensthorpe Community Centre meeting where it was announced that they were successful in receiving grant funding for a new community bus. Currently forming a management group for the bus.

Cr Major

- Attended the Christine Rowe book launch.
- Attended the CEO and Shire President monthly meeting.
- Was interviewed by ABC regarding the 737 plane tail story.
- Discussion with Paul Bennett from Medallion Metals regarding progression of the local Kundip mine project.
- Attended the Lake King winter sports grand final day, great event.

**9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil.

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil.

**11. MATTERS ARISING FROM COMMITTEES OF COUNCIL**

Nil.

## 12. REPORTS OF OFFICERS

### 12.1 EXECUTIVE SERVICES

#### 12.1.1 REVISED DRAFT POLICY – G.20 COMMUNITY DEVELOPMENT FUND

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>Shire Ravensthorpe</b>
<b>Applicant:</b>	<b>Nil</b>
<b>Author:</b>	<b>Chief Executive Officer</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>14 August 2024</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments: RED</b>	<b>12.1.1 Proposed revised policy G.20</b>
<b>Previous Reference:</b>	<b>N/A</b>

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#### **PURPOSE**

1. That Council consider reviews to current policy G.20 Community Development Fund (CDF) as proposed in attachment 1 – Proposed revised policy G.20.

#### **BACKGROUND**

2. Each year Council considers funding local community and sporting groups via its Community Development Fund and is guided by policy G.20 Community Development Fund.
3. At the February 2023 Ordinary Council Meeting, as per resolution number 02/23, Council endorsed a revised CDF policy.
4. Following the past 18 months rollout of the new policy a number of minor changes are now recommended to improve efficiency and effectiveness of the policy implementation.

#### **COMMENT**

5. The allocation of Council funds to local community and sporting groups via the CDF program is an important annual activity on which many locals groups rely.
6. The objectives of the revised draft policy are to provide clear funding guidelines for;
  - a. Community groups, projects and event organisers within the Shire in their application for community funds,
  - b. Council for their consideration and allocation of funds in a consistent and transparent manner, and
  - c. Staff in the administration of the Shire's CDF.
7. The revised draft policy includes allowing multiple applications to be considered from the one entity in a given year and for more flexibility and discretionary authority for the Shire President in allocating funds from the Shire President Donations category
8. If approved by Council, the new CDF policy will come into effect immediately and be applied to the next round of CDF applications (2025/26 period) with calls for applications advertised in March 2025.



## CONSULTATION

9. Councillors and the Executive Management team

## STATUTORY ENVIRONMENT

10. Nil.

## POLICY IMPLICATIONS

11. If approved, the revised draft Community Development Fund will replace the current Council Policy G20 – Community Development Fund.

## FINANCIAL IMPLICATIONS

12. Nil.

## RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational); the approval of CDF policy is not endorsed by Council.	Possible	Moderate	Medium	The CDF is an annual funding program expected from the local community and a renewed approach will deliver value for money and increased community vibrancy.
Financial; the draft policy includes an increase in funding allocation equivalent to 1.5% of rate revenue on already limited financial resources.	Likely	Moderate	Medium	With an increased funding allocation up to 1.5%, Council reserve the right not to fund all of this amount based on quality of applications and available financial resources.

## ALTERNATE OPTIONS

14. Council may decide not to alter the current policy.

## STRATEGIC ALIGNMENT

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

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

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

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

Item	Objectives and Strategies
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life

Item	Objectives and Strategies
2.5	Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment

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

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

## **VOTING REQUIREMENT**

16. Absolute Majority

## **COUNCIL DECISION**

**Moved by Cr Gibson and seconded by Cr Leighton**

**Resolution #67/24**

**That Council APPROVES the revised draft policy G.20 Community Development Fund as per attachment 12.1.1 to this report.**

**Carried 6/0**

## 12.1 EXECUTIVE SERVICES

### 12.1.2 DRAFT 2024-2029 CULTURAL AND CREATIVE INDUSTRIES PLAN

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Nil</b>
<b>Author:</b>	<b>Manager Community, Sport and Recreation</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>12 August, 2024</b>
<b>Disclosure of Interest:</b>	<b>Cr Tom Major – financial interest</b>
<b>Attachments: BLUE</b>	<b>12.1.2 Shire of Ravensthorpe Draft 2024 – 2029 Cultural and Creative Industries Plan</b>
<b>Previous Reference:</b>	<b>N/A</b>

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***Cr Tom Major declared a financial interest relating to this matter – the plan was created by a company called Euphorium who my wife is an employee.***

**Cr Major left the Council Chambers at 6.18pm.**

#### **PURPOSE**

1. That Council supports the Shire of Ravensthorpe Draft 2024–2029 Cultural and Creative Industries Plan to be made available for public comment in order to seek community and stakeholder feedback.

#### **BACKGROUND**

2. Culture and creative initiatives are significant for the development of rural and remote communities in the economic, environment, social and cultural domains.
3. The Shire previously had a Cultural Plan that was produced in 1998.
4. In the introduction to the 1998 Cultural Plan, local resident John Way (referred in the Plan as a “resident philosopher”) defined *culture* as:

*“Culture is the term which defines all aspects which add up to the quality of life of individuals within our community. Culture includes our history, heritage, language, ethics, symbols, images, ideas, values, way of life and aspirations. It is expressed through the natural and built environment, sciences and technology, the humanities and social sciences, the arts, media, sporting and recreational activity, community events and other forms of human activity. It gives our lives meaning and enjoyment.”*

5. Local Governments use these plans as strategic documents to outline the steps required to enhance the vitality and diversity of a community’s cultural and artistic life.
6. 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.

## COMMENT

7. 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.
8. The project activity summary for the application submitted to DLGSCI referred "to engaging a professional arts and culture consultant to undertake community consultation and develop the Shire of Ravensthorpe Arts & Cultural Plan. The Plan will identify key activities and infrastructure that enhances art, culture and heritage opportunities in the Shire of Ravensthorpe for a period of five years".
9. With a slight name change for the development and publication of a new plan that reflects what is happening with the community of the Shire of Ravensthorpe, the intention is that the plan now be named a "Culture and Creative Industries Plan", in order to promote the local cultural and creative sectors.
10. 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. 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 to solve any issues within the cultural and creative industries environment.
11. The Draft 2024-2029 Cultural and Creative Industries Plan states:

*"Culture and creativity are vital for making communities enjoyable, productive, united and resilient. They shape how we feel about where we live, giving us a sense of belonging and purpose."*

12. The Draft 2024-2029 Plan refers to a Future Vision "to become the champions of a creative community by advancing our arts and culture sectors to enhance the vibrancy and resilience of our community" with the:

*Shire of Ravensthorpe becoming "the champion of a creative community" and*

*Groups and individuals becoming "a community of creative champions"*

13. The purpose of the Draft 2024-2029 Plan as stated in the plan:

*"By clearly defining how our community creates and innovates, we can foster mutual appreciation, provide opportunities for everyone to contribute, and better utilise our collective strengths to continue to work together in arts and cultural development."*

## CONSULTATION

- Project updates with Councillors and Shire Executive Management Team
- Meetings with local business groups, community groups and individuals
- Meetings with organisations/individuals from outside the Shire of Ravensthorpe
- Community survey undertaken

## STATUTORY ENVIRONMENT

14. Nil.

## POLICY IMPLICATIONS

15. G.16 Community Engagement Policy & Strategy.

## FINANCIAL IMPLICATIONS

16. The Department of Local Government, Sport and Cultural Industries (DLGSC) provided funding (a grant of \$25,570) that enabled this project to be made possible via DLGSC's Leveraged Creative and Cultural Planning Program. To date, the Shire has contributed a further \$13,723.64 on this project and all of this has been expended in the 2023/24 budget.

## RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<u>Performance</u> (operational) Key initiatives in the cultural and creative industries environment are not undertaken and/or achieved.	Unlikely	Minor	Low	By working closely with the already thriving cultural and creative community and this community's unique ways of thinking, the Shire is able to work with the arts and cultural sector.
<u>Financial</u> There is insufficient resources or budget to resolve any issues that arise.	Unlikely	Minor	Low	Regular and ongoing communication and planning with all members of the community and officers of the Shire responsible for working with the arts and cultural sector.
<u>Reputational</u> Level of satisfaction reported by the community in the bi-annual community survey indicates that aspects of the Plan have not been met.	Unlikely	Minor	Low	Appropriate implementation of the plan should reduce the likelihood of decreased community satisfaction and should ensure the reputation of the Shire.

## ALTERNATE OPTIONS

18. Council may decide to alter or not support the Draft 2024-2029 Cultural and Creative Industries Plan.

## STRATEGIC ALIGNMENT

19. 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
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

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

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

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

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

## VOTING REQUIREMENTS

20. Simple Majority.

## COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Miloseski

Resolution #68/24

**That Council AUTHORISE the Shire of Ravensthorpe Draft 2024 – 2029 Cultural and Creative Industries Plan to be made available for public comment.**

Carried 5/0

**Cr Major returned to Council Chambers at 6.20pm**

## 12.2 CORPORATE SERVICES

### 12.2.1 MONTHLY FINANCIAL REPORT – 31 JULY 2024

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Nil</b>
<b>Author:</b>	<b>Accounting Manager</b>
<b>Authorising Officer</b>	<b>Executive Manager Corporate Services</b>
<b>Date:</b>	<b>13 August 2024</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment: PURPLE</b>	<b>12.2.1 Monthly Financial Reports for 31 July 2024</b>
<b>Previous Reference:</b>	<b>Nil</b>

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#### **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 July 2024 Monthly Financial Reports.

#### **COMMENT**

3. The July 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;

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Analysis</b>	<b>Mitigation</b>
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.

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#### **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.

<b>Item</b>	<b>Objectives and Strategies</b>
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.

## **COUNCIL DECISION**

**Moved by Cr Mudie and seconded by Cr Richardson**

**Resolution #69/24**

**That Council RECEIVE the July 2024 Monthly Financial Reports as presented.**

**Carried 6/0**



## 12.2 CORPORATE SERVICES

### 12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – JULY 2024

<b>File Reference:</b>	<b>GR.ME.8</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Shire of Ravensthorpe</b>
<b>Author:</b>	<b>Finance Officer</b>
<b>Authorising Officer</b>	<b>Executive Manager of Corporate Services</b>
<b>Date:</b>	<b>08 August 2024</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments: GREEN</b>	<b>12.2.2 Creditors List of Accounts Paid July 2024</b> <b>12.2.2 Credit Card Transactions to 01 July 2024</b> <b>12.2.2 Fuel Card Transactions July 2024</b>
<b>Previous Reference:</b>	<b>N/A</b>

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#### 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 01/07/2024 – 31/07/2024.

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	0	0	0	0	0	0
Sep	0	0	0	0	0	0
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
<b>Total</b>	<b>17,790</b>	<b>1,293,044</b>	<b>105,982</b>	<b>12,502</b>	<b>1,429,318</b>	<b>377,723</b>
<b>23/24</b>	<b>186,555</b>	<b>12,324,178</b>	<b>1,020,367</b>	<b>106,440</b>	<b>13,637,540</b>	<b>4,948,850</b>
<b>22/23</b>	<b>114,562</b>	<b>12,445,050</b>	<b>943,431</b>	<b>81,842</b>	<b>13,584,885</b>	<b>4,162,759</b>
<b>21/22</b>	<b>109,610</b>	<b>11,455,728</b>	<b>1,217,128</b>	<b>101,107</b>	<b>12,883,572</b>	<b>4,057,812</b>
<b>20/21</b>	<b>219,357</b>	<b>8,442,181</b>	<b>965,406</b>	<b>135,103</b>	<b>9,762,047</b>	<b>3,790,863</b>

### COMMENT

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

### CONSULTATION

4. Accountant and Executive Manager Corporate Services.

### STATUTORY ENVIRONMENT

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

### POLICY IMPLICATIONS

6. Nil.

### FINANCIAL IMPLICATIONS

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

### RISK MANAGEMENT

8. The following risks have been identified as 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

9. Nil.

### STRATEGIC ALIGNMENT

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

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

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

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

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

### VOTING REQUIREMENTS

11. Simple Majority.

**COUNCIL DECISION**

**Moved by Cr Richardson and seconded by Cr Mudie**

**Resolution #70/24**

**That Council:**

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

**Carried 6/0**

## 12.3 PROJECTS AND REGULATORY SERVICES

### 12.3.1 DRAFT COASTAL HAZARD RISK MANAGEMENT AND ADAPTATION PLAN (CHRMAP)

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>Hopetoun</b>
<b>Applicant:</b>	<b>Nil</b>
<b>Author:</b>	<b>Executive Manager Projects and Regulatory Services</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>12 August 2024</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments: ORANGE</b>	<b>12.3.1 Draft CHRMAP</b>
<b>Previous Reference:</b>	<b>N/A</b>

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#### **PURPOSE**

1. For Council to endorse the Draft Coastal Hazard Risk Management and Adaptation Plan (CHRMAP).

#### **BACKGROUND**

2. The Shire's coastline is highly valued for its natural environment, landscape and sandy beaches. Within the Shire, Hopetoun beaches are amongst the most visited. The Hopetoun region has been identified as an 'erosion hotspot' (where coastal erosion is expected to impact on public and private physical assets within 25 years). Therefore, the Shire has developed a CHRMAP to understand 'coastal hazards' and 'risks' that may impact the coastline in the future and what the options are for managing those
3. The overall CHRMAP purpose is as follows:
  - To identify vulnerable assets (public and private) and the risk posed to them by coastal hazards.
  - To preserve community values for present and future generations.  
To develop a plan that will allow the Shire to respond to identified risks through adaptation planning activities.
  - To recommend monitoring plans to ensure the risk management and adaptation plan activities are working into the future as expected.
4. The CHRMAP was completed in 8 Stages, with community and stakeholder engagement undertaken along the way.

The Shire engaged the services of Water Technology to manage the process and produce the Shire's CHRMAP with funding provided by the Department of Planning, Lands and Heritage, with input from the Department of Transport.

5. The CHRMAP is a requirement under *State Planning Policy 2.6 – Coastal Planning*.

## COMMENT

6. The Draft CHRMAP was endorsed by Council to go out for public comment via resolution number 64/24 at the July 2024 Ordinary Council Meeting. The five-week public comment period closed on 05 August 2024 with NIL comments received.

## CONSULTATION

7. Councillors and/or Executive Team  
Public Consultation  
Shire of Ravensthorpe CHRMAP Steering Committee  
Department of Planning Lands and Heritage  
Department of Transport

## STATUTORY ENVIRONMENT

8. State Planning Policy 2.6 – Coastal Planning.

## POLICY IMPLICATIONS

9. Not applicable.

## FINANCIAL IMPLICATIONS

10. The report makes recommendations that can be costed and included in future budgets.

## RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Financial	Rare	Insignificant	Very Low	Works to be included in over short, medium and long term will be budgeted.
Reputational	Rare	Insignificant	Very Low	The CHRMAP is a proactive step in reducing future coastal risk and assists with managing those risks.

## ALTERNATE OPTIONS

12. Council does not endorse the CHRMAP.

## STRATEGIC ALIGNMENT

13. 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
2.3	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

**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
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

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

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

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

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

## VOTING REQUIREMENTS

14. Simple Majority.

## COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Gibson

Resolution #71/24

That Council ENDORSE the Draft Coastal Hazard Risk Management and Adaptation Plan.

Carried 6/0

**12.4. INFRASTRUCTURE SERVICES**

Nil.

**13. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

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

Hamersley Inlet Management Order.

**COUNCIL DECISION**

**Moved by Cr Mudie and seconded by Cr Richardson**

**Resolution #72/24**

**That Council consider late item relating to the Hamersley Inlet management order.**

**Carried 6/0**

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

### 14.1 HAMERSLEY INLET MANAGEMENT ORDER AMENDMENT

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>Shire Ravensthorpe</b>
<b>Applicant:</b>	<b>Nil</b>
<b>Author:</b>	<b>Chief Executive Officer</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>20 August 2024</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>N/A</b>

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#### PURPOSE

1. That Council consider endorsing the potential development of Hamersley Inlet for tourism by seeking an amendment to the Shire's current management order to include the purpose of Tourism.

#### BACKGROUND

2. The Shire of Ravensthorpe has a management order for Reserve 17544 being approximately a 145 hectare parcel of land located at Hamersley Inlet within the Fitzgerald River National Park, and is situated 24 kilometres west of Hopetoun.



Figure 1 – Hamersley Inlet – Reserve 17544 in yellow boundary

3. The purpose and land use of the current management order is camping.
4. The Shire currently operates and maintains a low scale campground, day use area, and general access to the inlet within Reserve 17544.



5. Access is via a sealed one-way-in and one-way-out all weather access road (Hamersley Inlet Road). The existing nature-based campground provides 20 sites for smaller caravans, camper trailer and tents.

## COMMENT

6. Further tourism development of this area has been identified in the Shire of Ravensthorpe Tourism Strategy 2023 (endorsed by Council resolution 70/23 at the 15 August 2023 OCM pages 75 and 76).
7. Shire of Ravensthorpe officers have been implementing the Tourism Strategy by working with Tourism Western Australia to progress this development opportunity.
8. Tourism Western Australia have advised that an amendment to the current management order is required by adding the additional purpose of "Tourism".
9. This report is seeking Council preliminary endorsement to progress this investigation of further tourism development, as well as Council approval for the Shire to seek the management order amendment.
10. This is still very early stage of the project proposal. Issues still to be investigated and addressed include Native Title Indigenous Land Use Agreement (ILUA), flora and fauna surveys, water and sewerage, fire risk management, and various planning approvals.
11. Council will be provided regular updates on this project and will have final review of any development proposals.

## CONSULTATION

12. Councillors and the Executive Management team, Tourism WA

## STATUTORY ENVIRONMENT

13. *Land Administration Act 1997*

## 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); the current management order for Reserve does not meet the needs for future tourism development	Possible	Moderate	Medium	Approval from Council is sought to seek amendment to management order so that development potential can be fully investigated.

Performance (operational); early stages of project and still requires various approvals and survey work	Possible	Moderate	Medium	Council will be provided regular project updates and will have opportunity to review any project proposals.
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### ALTERNATE OPTIONS

17. Council may decide not to support amendment request or not support tourism development within Reserve 17544.

### 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
1.1	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
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life

**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

### COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Mudie

Resolution # 73/24

That Council;

1. **ENDORSES** the investigation of Hamersley Inlet (Reserve 17544) for the potential growth in tourism development, and
2. **APPROVES** requesting the Minister of Lands under Section 46(2) Land Administration Act 1997 to add the purpose of 'Tourism' and a request to lease for 21 years to Reserve 17544.

Carried 6/0

**15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS**

Nil.

**16. CLOSURE**

The Presiding Member to declared the meeting closed at 6.25pm.

**CONFIRMATION OF MINUTES**



Signed by Shire President ..... Date 17 / 09 / 2024