



Confirmed Minutes

Ordinary Meeting
of Council

Tuesday, 19 March 2024

CONFIRMED

CONFIRMED

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NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe

Ordinary Council
Meeting

Was held on

Tuesday, 19 March 2024

Commencing at 6.00pm

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 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.

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UNCONFIRMED MINUTES

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 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. 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 Shire President)
Cr Rachel Gibson
Cr Robert Miloseski
Cr Rachel Livingston (Electronic Attendance)
Cr Graham Richardson

OFFICERS:

Matthew Bird (Chief Executive Officer)
Paul Spencer (Executive Manager Infrastructure Services)
Natalie Bell (Executive Manager Projects and Regulatory Services)
Les Mainwaring (Executive Manager Corporate Services)
Nadine Maloney (Communications and Marketing Officer)

VISITORS

Toni Arndt, Elizabeth Aberline, Larry Baker, Ash Fisher, Geoff Vivian (Esperance Weekender)

APOLOGIES

Cr Sue Leighton

LEAVE OF ABSENCE

Nil.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following questions were taken on notice from the February Ordinary Council Meeting;

Ms. Karen Sinclair;

Q. Ms Sinclair stated that she was currently sourcing water from the Hopetoun stand pipe for use on her stock and was paying around three times the price that water is charged in the Hopetoun townsite. Can the Shire please advise why the price differential and are there any other alternatives appropriate for sourcing stock water?

Shire Response: As per the Shire's current approved fees and charges the Hopetoun Standpipe potable water charges are calculated as Water at cost (\$0.945/Kl) + 10% standpipe maintenance recovery + Monthly Admin Fee \$55.40. In 2023/24 our standpipe maintenance costs YTD are \$5,375 and reflect 13% of the water costs. The Shire does not generate a revenue surplus on this water supply and the monthly Administration Fee is a recovery of Shire staff time in preparing, issuing invoices and chasing any outstanding debts. The water standpipe in question supplies potable water and the price reflects this higher quality water supply. The Shire is currently investigating improved water resilience programs and other more affordable options for livestock will be considered in this review.

Ms. Gail Baker

Q1. Is it possible for Shire to consider installing street lights on the intersections of Cambewarra Drive and Banksia Drive onto the Hopetoun/Ravensthorpe Road?

Shire response: These potential works could be considered as part of future Shire Capital Budgets and would be subject to work priorities and Council approval. These works would also require input and approvals from Main Roads WA and more detailed community consultation.

Q2. The firebreak around the Hopetoun cemetery has not been completed, can we please get more done?

Shire response: The firebreak treatment was last done in January 2023 and was completed at that time. It is due for retreatment in this year's Shire Mitigation Activity Fund (MAF) programme. The tender for these MAF works has now been through the evaluation process and ready to be awarded. The awarded treatment will be going to Council for endorsement at the March 2024 Ordinary Council Meeting and then will be made public. The treatments again are concentrating around critical assets with a high, or greater, risk rating and will focus again on the townsites of Hopetoun, Ravensthorpe and Munglinup.

Q3. Is it possible to have the road up to the Hopetoun lookout bituminized so that locals and visitors can access and enjoy this space better?

Shire response: The Shire maintains Lookout Road as part of a regular grading program. The potential sealing of this road has not been previously identified as a priority and therefore requires further investigation in order to be considered as part of future Shire Capital Budgets and would be subject to Council direction and approval.

Mr. Larry Baker;

Q2 taken on notice. With the recent increase in airport activity, where does Shire spend these additional funds? Is Council putting dollars aside in a reserve for the long-term benefit of the airport?

Shire response: The following items have been included in the Shire's 2023/24 budget approved by Council at a Special Council Meeting in August 2023 - a \$350K transfer to Airport Reserve, \$300K Capital spend on aerodrome and equipment, and a Surplus of \$210K to consolidated revenue. It should be noted that annual revenue from the Ravensthorpe airport has fluctuated significantly over the past 10 years mirroring the fortunes of the local mining sector. At its lowest in 2020, the airport generated only \$105K in revenue, and made a total loss of \$209K which was made up from general funds. Recent years have generated stronger returns and now provide Council with the opportunity to reinvest funds back into the aerodrome reserve and to improve overall facilities.

4. PUBLIC QUESTIONS TIME

The following questions were received from members of the public gallery.

Ms Liz Aberline

Liz provided a hard copy of a set of questions she had sent through to the Shire on 3 March 2024. The CEO responded that he had not received these and would need to take these on notice.

Post note: After checking Shire records this email was quarantined and not opened. The email address used was the ceo direct email which has higher levels of security. The Shire has informed Liz to use the generic shire@ravensthorpe.wa.gov.au address to ensure future emails are received and reviewed.

Q1. Esplanade clearing; Why was this done as there are areas cleared that are not opposite houses?

Q2. This was Hopetoun's only sheltered walk, why was the community not consulted?

Q3. Are the cleared areas to be left bare?

Q4. If not left bare, will shrubs replace what has been removed?

Q5. If not left bare, will seeds be sown by hand, leaving non shaded areas for walkers for quite some time?

Q6. Is it being planned that the foredunes are to be removed?

CEO response: the CEO advised that these questions would be taken on notice and responded formally back to Liz.

Liz also asked the following questions regarding a Dental Service in the district.

The Shire has successfully sought and received a doctor who has given our Shire a much needed Medical Centre. I do not know if the Council is employing, or able to apply the same tactics to finding a dentist. A new permanent resident in my street is a highly trained dental assistant. Hence my enquiries. I am presuming that the Shire owns the empty dental room opposite the surgery in Ravensthorpe?

CEO response: The CEO thanked Liz for the question. The vacant dental surgery located on Martin St is

part of the lot that includes the Hospital and owned by the State Government.

Q7. Is the Shire looking into securing a dentist in Ravensthorpe?

CEO response: The Shire is not currently actively seeking a dentist service. The Shire is currently undertaking preparation of its next Strategic Community Plan and this is the opportunity for community members to advocate for additional health services such as a dentist. If community support exists for this initiative and Council also rate this as a priority then the Shire can further investigate.

Q8. Is the Shire unable to secure a dentist in Ravensthorpe?

CEO response: As above.

Q9. If not, does the Shire perceive the value of a dentist in the Shire?

CEO response: Improved medical services including a dentist would add to the overall livability of our region. If this is identified as a priority by the community in the current Strategic Community Planning process then Council can consider Shire actively targeting and potentially resourcing this service.

Q10. Liz asked a follow up question regarding a reference to who are these "Hopetoun leaders" that are referred to on the Shire website?

CEO response: the CEO replied that this would be taken on notice.

Mr Larry Baker

Q1. Larry asked what was the final cost of the Ravensthorpe Cultural Precinct building?

CEO response: The CEO asked the Shire's Executive Manager Projects and Regulatory Services to provide an update. There are still some items outstanding items relating to the project and to be completed under the component of the LGRCI grant. We will not know final project cost until after final works are completed and the independent audit undertaken.

Q2. The recent preferential voting system for local government was very confusing. Can more communication of how this works be done in future?

CEO response: The CEO agreed with Larry's statement. The Shire employs the WA Electoral Commission to undertake the election process on our behalf. The optional preferential voting system can be confusing as there is quite a complicated formula that sits behind these calculations. The Shire has provided feedback both to WALGA and the WAEC requesting more work be done to ensure the public better understand this voting process.

Q3. Larry then asked is it possible for the Shire to impose financial bonds on potential Council election candidates, say \$5,000 to \$10,000 each if they do not follow through the election process?

CEO response: The CEO responded that this not within the local government's jurisdiction and we are controlled by the Local Government Act and Regulations in these matters.

Q4. Larry queried why there was not an election ballot postal box made available at the Hopetoun Shire office for the October 2023 local government elections?

CEO response: The CEO responded by taking this question on notice.

Q5. Larry asked whether it is possible for the Shire to fly the two flags of both Australia and New Zealand

at the next Anzac Day commemoration event?

CEO response: The CEO responded that there was an item in tonight's agenda asking Council to consider which annual events the Shire should take more responsibility for. The officer recommendation for Council to consider includes the Shire taking carriage of the Anzac Day commemorations and if supported, the Shire will then work with local event stakeholders regarding drafting an event format. This could include the flying of dual flags.

Q6. Larry then followed up with a query asking if a "gunfire breakfast" could be included in this event format.

CEO response: The CEO responded that this could also be considered but will be subject to the event format and timings for the day.

Q7. Larry asked what was the status of the old Hopetoun power station and could it be rehabilitated and repurposed?

CEO response: The CEO took this question on notice.

Q8. Larry asked what was the Council position on the proposed DBCA South Coast Marine Park?

CEO response: The CEO responded saying that Shire officers are currently reviewing the draft plan and will be workshopping this with Council in time to provide a formal response within the consultation period.

Ms Toni Arndt

Q1. Toni asked for clarification on public question time. Do you need to provide written questions prior?

CEO response: The CEO replied that public question is controlled by the presiding member of this meeting and it is at his discretion how public question time is handled. If questions can be provided to the Shire prior to the meeting and there is sufficient time for officers to respond then answers can be provided at the meeting, otherwise public questions received at the meeting are typically taken on notice.

Q2. Toni stated she was not in support of the mulching and mitigation works currently being undertaken by the Shire.

CEO Response: The CEO thanked Toni for her comment and said these works were undertaken to keep the community safe.

Ms Liz Aberline

Liz asked some additional questions as follows;

Q11. Liz stated more work is needed to value our local wildlife. The Shire needs to show more warmth to our wildlife.

CEO response: The CEO thanked Liz for her statement.

Q12. Liz then stated she would like to see more signage on the roads coming into Ravensthorpe that promotes Hopetoun and that this was currently missing.

CEO response: The CEO thanked Liz for her observation.

Mr Larry Baker

Larry asked some additional questions as follows;

Q9. Larry asked if the Shire has ever considered selling the airport?

CEO response: The CEO responded that this has not been considered during his 2 years at the Shire. The airport masterplan is currently being finalised and will be presented for Council consideration shortly.

5. DECLARATIONS OF INTEREST

Cr Livingston declared a Financial Interest in item 12.2.3 mid year budget review 2023/24.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 20 FEBRUARY 2024

(Attachment 7.1)

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 16/24

That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 20 FEBRUARY 2024 be CONFIRMED as a true and correct record.

Carried: 6/0

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

Cr Mudie;

- Attended electronic teams meeting with Minister Don Punch along with Shire President and CEO, resulting in a planned site visit by the Minister to Hopetoun on 3 April to discuss economic and community development projects.
- Attended meeting with CEO and Chair from International Graphite to discuss their proposed mining project on Springdale Road along with Shire President and CEO.

- Attended the BFAC AGM and general meeting

Cr Miloseski;

- Attended Hopetoun Progress Association meeting to discuss housing and rental arrangements for their social housing activities.
- Met with the Macedonia Honorary Consul Mr Zoran Coseski.

Cr Livingston;

- Attended the Hopetoun CRC meeting, discussed items including the Community Chest, Quiz Night, successful grant.
- Attended the Ravensthorpe CRC meeting, discussed new constitution.

Cr Gibson;

- Participated in an consultation interview re social impacts for FQM proposed wind farm.
- Attended the Shire's Culture and Values workshop, good discussion around organisation culture and values, customers are the reason we are here.
- Attended the FBN mines (Medallion, Arcadium and FQM) community update workshop
- Attended the "open mic" session at Wave Crest
- Attended the local Church and discussed community survey
- Attended the Southerners Ocean Fishing Competition – great turnout
- Attended the CWA morning tea
- Met with Gail and Larry Baker to discuss a range of community issues
- Attended the Jerdacuttup Community Association meeting
- Attended the "Reinvigorating Regional WA: A Cooperative Approach" workshop
- Attended the Ravensthorpe Auxiliary meeting for the Ravensthorpe Hospital
- Plan to attend the Ravensthorpe Wildflower Show stand at the Perth Caravan and Camping Show

Cr Richardson;

- Attended the Shire's Culture and Values workshop
- Attended the FBN mines (Medallion, Arcadium and FQM) community update workshop
- Attended the "open mic" session at Wave Crest
- Attended the Southerners Ocean Fishing Competition
- Attended the Shire information stand at the Hopetoun markets
- Attended the Friends of the Fitz meeting – there was negative feedback regarding the Shire's fire mitigation program

Cr Major;

- Attended the Shire's Culture and Values workshop
- Met with RDHS principal Mat Kennedy along with Shire CEO
- With Shire CEO met with qa number of government departments based in Esperance;
 - o Department of Education
 - o Shire of Esperance
 - o Department of Transport
 - o Goldfields Esperance Development Commission
- Attended the FBN mines (Medallion, Arcadium and FQM) community update workshop
- Attended the Council Corporate Discussion workshop
- Attended the Southern Ocean Fishing Competition
- Attended meeting with Shelley Payne MLC

- Attended regular monthly meeting with FQM along with Shire CEO
- Participated in local "Shared journey to country" meeting
- Attended the Ravensthorpe Hopetoun Future Fund board meeting
- Attended the RDHS student council meeting
- Attended meeting with CEO and Chair from International Graphite to discuss their proposed mining project on Springdale Road along with Shire President and CEO
- Attended the BFAC AGM and general meeting; Rod Daw the CBFCO, Gavin Gibson, Malcolm Grant and Rian Duncan the deputy CBFCOs.
- Attended electronic teams meeting with Minister Don Punch and Shelley Payne along with Shire Deputy President and CEO, looking forward to his visit on 3 April.

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

11.1 AUDIT COMMITTEE - 2023 COMPLIANCE AUDIT RETURN

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Miloseski

Resolution: 17/24

That Council ADOPT the Compliance Audit Return for the period 1 January 2023 to 31 December 2023 and that a certified copy by the President and Chief Executive Officer be forwarded to the Department of Local Government, Sport and Cultural Industries within 14 days of adoption.

Carried: 6/0

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 PROGRESS REPORT – CORPORATE BUSINESS PLAN 2023/24

File Reference:	NA
Location:	NA
Applicant:	NA
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	13 March 2024
Disclosure of Interest:	Nil
Attachments:	12.1.1 CONFIDENTIAL Report – Update on Corporate Business Plan and 23/24 Budgeted Projects
Previous Reference:	NA

PURPOSE

1. That Council receives the year to date Corporate Business Plan (CBP) 2020-2024 progress report for the period up to 31 January 2024 including;
 - a. Corporate Business Plan; and
 - b. Budgeted Projects.

BACKGROUND

2. The CBP is Council's core strategic document for the 4 year period 2020 to 2024. This CBP activates the Shire of Ravensthorpe Strategic Community Plan (2020-2030) and integrates with other informing strategies including the Long Term Financial Plan and Workforce Plan.
3. This report also provides the status on projects that were endorsed as part of the 2023/24 budget adoption.

COMMENT

4. The CEO is required to present to Council an update on the Shire's Corporate Business Plan to keep them informed of the organisation's progress through the year.
5. This report is provided for the period up to 31 January 2024 and reports against status of the Corporate Business Plan Objectives and Strategies.
6. The purpose of this report is to:
 - i. Provide a status update as at 31 January 2024 on the key actions undertaken by the Shire for 2023/24 financial year of the Corporate Business Plan;
 - ii. Demonstrate how the Shire, through the Corporate Business Plan is meeting the Shire's Strategic Community Plan's goals and strategies; and,
 - iii. Meet the reporting guidelines of the Integrated Planning Framework.

7. The CBP is structured to meet the SCP objectives and as such is grouped into 5 priority areas addressing Economy; Community; Built Environment; Natural Environment; and Governance and Leadership aspirations of the Ravensthorpe community.
8. Table 1 provides a status report of the CBP actions as at 31 January 2024. Of the 51 actions 1 is complete, 48 on track (most actions are ongoing in nature), and 2 actions to monitor.

Table 1 - Corporate Business Plan Status Report

Objective	Actions	Status Complete	Status On track	Status Monitor	Status Intervene
Economy	6	0	6	0	0
Community	15	1	13	1	0
Built Environment	10	0	9	1	0
Natural Environment	8	0	8	0	0
Governance & Leadership	12	0	12	0	0
Total	51	1	48	2	0

9. Table 2 provides a report of the 2023/24 Budgeted Projects as at 31 January 2024. A total of 75 budgeted projects have been reported on for the 2023/24 period with 21 projects completed, 28 on track and 23 to monitor and 3 to intervene.

Table 2 - Budgeted 2023/24 Projects

Projects	Completed	On Track	Monitor	Intervene
75	21	28	23	3

CONSULTATION

10. Executive Managers and Shire officers

STATUTORY ENVIRONMENT

11. *Local Government Act 1995 Part 5 Division 5, s 5.56*
Local Government (Administration) Regulations 1996 Part 5, Division 3, r19DA

POLICY IMPLICATIONS

12. Nil

FINANCIAL IMPLICATIONS

13. Nil

RISK MANAGEMENT

14. Risks identified as part of this regular reporting;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance; (operational); CEO does not provide regular updates to Council on performance of strategic objectives.	Possible	Major	High	A CEO KPI is to report on a regular basis to Council on organisational performance each year.
Financial; the failure to regularly report to Council on achievement of strategic objectives and project delivery inhibits Council's ability to make informed budget decisions	Possible	Major	High	A CEO KPI is to report on a regular basis to Council on organisational performance each year.
Reputational; the failure to provide accurate and timely reporting to Council may cause reputational damage to both Shire organisation and Council.	Possible	Major	High	Regular reporting will ensure the Executive Management team effectively manages delivery of strategic objectives and projects and that Council is provided strong oversight of overall shire performance.

ALTERNATE OPTIONS

15. Council may decide not to accept the report as presented and request the CEO to either provide more information and/or represent the report once new information is supplied.

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
3.1	The Shire of Ravensthorpe has appropriate housing choice available to the community
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

Item	Objectives and Strategies
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
4.1	Maximised resource recovery from waste and safe disposal of residual waste
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
5.4	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
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

17. Simple Majority

AMENDED OFFICER RECOMMENDATION

That Council RECEIVE the following progress report for the 2023/24 period as at 31 January 2024: Corporate Business Plan.

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Livingston

Resolution: 18/24

That Council RECEIVE the following progress report for the 2023/24 period as at 31 January 2024: Corporate Business Plan.

Carried: 6/0

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.2 REVISION TO POLICY G.12 CIVIC RECEPTIONS AND CEREMONIAL FUNCTIONS

File Reference:	NA
Location:	Shire Ravensthorpe
Applicant:	NA
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	12 March 2024
Disclosure of Interest:	NA
Attachments:	12.1.2 Proposed revised policy G.12
Previous Reference:	NA

PURPOSE

1. That Council consider reviews to current policy G.12 Civic Receptions and Ceremonial Functions as proposed in attachment 12.1.2 – Proposed revised policy G.12.

BACKGROUND

2. Events, celebrations, commemorations, and festivals play an important role in the Shire of Ravensthorpe's social and economic environments. Events can bring communities together, providing entertainment and celebrating our heritage and special interests. They contribute to residents having a sense of pride in our community, as well as developing skills and learning or social connection opportunities for volunteers.
3. At the February 2024 Ordinary Council Meeting, as per resolution number 09/24, Council requested more opportunity to consider this item and to workshop the current events policy. This was undertaken at the Council Corporate Discussion held 5 March 2024 and informs the revised policy as presented.
4. A revised draft policy is included as attachment 1 for Council consideration.

COMMENT

5. Council feedback from the Corporate Discussion workshop was for the Shire;
 - a. to focus on delivering a small number of events and to a high standard,
 - b. to be responsible for delivery of Australia Day, Anzac and Remembrance Days, and the Seniors Christmas lunch, and
 - c. to encourage, and where appropriate provide support to other local groups to deliver other community focused events.
6. If approved by Council, the new G.12 Civic Receptions and Ceremonial Functions policy will come into effect and be applied from the 2024 Anzac Day event.

CONSULTATION

7. Councillors and the Executive Management team

STATUTORY ENVIRONMENT

8. Nil.

POLICY IMPLICATIONS

9. If approved, the revised draft policy will replace the current Council Policy G12 – Civic Receptions and Ceremonial Functions.

FINANCIAL IMPLICATIONS

10. If approved, Council will consider increased budget allocations for the 2024/25 period for these Shire delivered events.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational); the approval of the revised event policy is not endorsed by Council.	Possible	Moderate	Medium	Shire delivered events are required to meet community expectations. A renewed approach will deliver value for money and increased community vibrancy.

ALTERNATE OPTIONS

12. Council may alter the policy including nominating which events to actively support, or may decide to keep the current policy.

STRATEGIC ALIGNMENT

13. 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
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

14. Absolute Majority

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Richardson

Resolution: 19/24

That Council **APPROVES** the revised draft policy **G.12 Civic Receptions and Ceremonial Functions** as per attachment 12.1.2 to this report.

Carried: 6/0

Cr Mudie stated the new policy provided good direction on the delivery of these different ceremonies and events and was a good idea.

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.3 RAVENSTHORPE DISTRICT ART GROUP INC LEASE APPROVAL

File Reference:	N/A
Location:	28 Dunn St, Ravensthorpe
Applicant:	Ravensthorpe District Art Group Inc
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	12 March 2024
Disclosure of Interest:	Nil
Attachments:	Draft Lease Agreement
Previous Reference:	Nil

PURPOSE

1. That Council approve the Shire to enter into the lease for premises commonly known as the Dunnart Gallery within "The Fitz Building" located 28 Dunn St and "Pottery Shed" located 26 Dunn St, Ravensthorpe for the operation of a Community arts space.

BACKGROUND

2. The Ravensthorpe District Art Group Inc (RDAG) is a not-for-profit organisation with membership consisting of aspiring artists with the aim to support creativity in Ravensthorpe and the wider community.
3. The group delivers a program of artist workshops, music, gallery and exhibition services, as well as the annual Dunnart Community Art Exhibition Awards and opening event for the people of Ravensthorpe and surrounds.
4. The RDAG has taken early possession of the Fitz Building following the previous lessee (the Ravensthorpe CRC) relocating to the newly established and adjacent Ravensthorpe Cultural Precinct.
5. Council are now asked to consider approval of a new lease with the Ravensthorpe District Art Group Inc for the use of this space as per the terms and conditions in attached draft Lease agreement.

COMMENT

6. The Ravensthorpe District Art Group Inc is a local community based, not for profit organisation that delivers an important range of art and music services to residents of, and visitors to the Ravensthorpe region. It is governed by a volunteer community based group.
7. The Shire and community are fortunate to have such an active arts group operating within the region. Shire's provision of appropriate building and facilities to enable the RDAG to provide their important services delivers significant benefits to the local Ravensthorpe community.

CONSULTATION

8. Ravensthorpe District Arts Group staff and management committee.

STATUTORY ENVIRONMENT

9. The leasing of Shire property is governed by the *Local Government Act 1995*, Section 3.58. Exemptions to Section 3.58 of the Act include Regulation 30.2.b;

"A disposition of land is an exempt disposition if —

(b) the land is disposed of to a body, whether incorporated or not —

(i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

(ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions.

POLICY IMPLICATIONS

10. Council approval is being sought to enter into a lease agreement between the Shire and nominated community group as per Policy LPP12 Leases and Licences.

FINANCIAL IMPLICATIONS

11. The draft lease terms and conditions include peppercorn rent payable. The RDAG is responsible for its own electricity and water usage costs.

12. As per the draft lease agreement the Shire will be responsible for maintaining the external areas of the tenancy and all maintenance and repairs to structural items. Day to day maintenance and repairs for the lease area remains the responsibility of the RDAG.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) The Shire does not support local community groups to deliver required services	Unlikely	Moderate	Medium	Council to approve lease agreement T&Cs that actively support RDAG activities and service delivery.
Reputational The Shire does not respond to the need to support local groups.	Possible	Moderate	Medium	The Shire enters into a lease for proposed space that assists in long term sustainability of services.

ALTERNATE OPTIONS

14. Alternate options include but not limited to;

- Council not support the Shire entering into lease for the space to the nominated community groups, or
- Council to change the terms and conditions of the lease agreements.

STRATEGIC ALIGNMENT

15. This item is relevant to the Councils approved Strategic Community Plan 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
5.2	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 REQUIREMENT

16. Absolute Majority

COUNCIL DECISION

Moved by Cr Livingston and seconded by Cr Richardson

Resolution: 20/24

That Council BY AN ABSOLUTE MAJORITY:

APPROVE the Shire to enter into the lease with the Ravensthorpe District Art Group Inc for premises commonly known as the Dunnart Gallery – The Fitz Building, located 28 Dunn St, and pottery space, located 26 Dunn St, Ravensthorpe for the operation of a community arts space as per the draft lease agreement in report attachment.

Carried: 6/0

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.4 COMMITTEE COUNCILLOR DELEGATES

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	12 March 2024
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	N/A

PURPOSE

1. In October 2023 Council appointed delegates to local community groups and organisations following the 2023 local government elections. This report seeks Council endorsement to alter an approved delegate and to appoint new delegates to a local community group.

BACKGROUND

2. Council approved the Council representatives to the various local community groups and organisations at the Special Council Meeting held 31 October 2023 via resolution number 99/23 as per resolution below.

COUNCIL DECISION

Moved: by Cr Leighton and Seconded by Cr Miloseski

Resolution 99/23

That Council **ADOPT** the new schedule for delegates to Committees, Community Groups and Organisations as listed in below table.

<i>Council Delegates appointed</i>	<i>To the following Council Committees</i>
Committee name	October 23 Councillor rep
Audit Committee	Full Council
Bushfire Advisory Committee	Member – Cr Major
	Deputy – Cr Mudie
CEO Performance Review	Member – President Cr Major
	Member - Deputy President Cr Mudie
	Member – Cr Livingston
<i>Council Delegates appointed</i>	<i>To the following external Committees</i>

Committee name	October 23 Councillor rep
Great Southern Road Group	Delegate – Cr Mudie

	Proxy – Cr Gibson
Local Emergency Management Committee	Delegate – President Cr Major
	Proxy - Deputy President Cr Mudie
Development Assessment Panel	Delegate – Cr Miloseski
	Delegate – Cr Richardson
	Proxy – Cr Mudie
	Proxy – Cr Leighton
Hopetoun Progress Association	Delegate – Cr Richardson
	Proxy – Cr Miloseski
Munglinup Community Group	Delegate – Cr Leighton
	Proxy – Cr Richardson
Hopetoun Community Resource Centre	Delegate – Cr Leighton
	Proxy – Cr Livingston
Ravensthorpe Community Resource Centre	Delegate – Cr Livingston
	Proxy – Cr Major
Fitzgerald River National Park Advisory Group	Delegate – Cr Richardson
	Proxy – Cr Mudie
Ravensthorpe Agricultural Initiative Network	Delegate – Cr Major
	Proxy – Cr Mudie
Fitzgerald Biosphere Community Collective	Delegate – Cr Leighton
	Proxy – Cr Richardson
Hopetoun District Recreation Association	Delegate – Cr Miloseski
	Proxy – Cr Leighton
Ravensthorpe Historical Society	Delegate – Cr Leighton
	Proxy – Cr Major
Ravensthorpe Town Team (new)	Delegate – Cr Major
(new)	Proxy – Cr Mudie
Hopetoun Town Team (new)	Delegate – Cr Miloseski
(new)	Proxy – Cr Gibson
GEDC Regional Coordination Group (new)	Delegate – Cr Leighton
(new)	Proxy – Cr Richardson

Motion put and CARRIED by Simple Majority

6/0

3. This report seeks the following revisions to the schedule for delegates to Committees, Community Groups and Organisations Council as follows;
- a. Approval to switch Cr Richardson as the current delegate to the Hopetoun Progress Association (HPA) with Cr Miloseski who is the current proxy. If approved Cr Miloseski will become the Council approved delegate to the HPA and Cr Richardson will act as the Proxy to the HPA,
 - b. Appoint Council representation (Delegate and Proxy) to the Jerdacuttup Community Association, and
 - c. Appoint Council representation (Delegate and Proxy) to the Jerdacuttup Ravensthorpe Nickel Operations Working Group (JRWG).

COMMENT

4. The Jerdacuttup Community Association is a long standing local community group that promotes the interests of the Jerdacuttup residents and manages the Jerdacuttup Community Hall via a lease arrangement with the Shire of Ravensthorpe. The JCA has requested a Council representative attend their meetings.
5. The Jerdacuttup Ravensthorpe Nickel Operations Working Group (JRWG) is a community liaison group comprising mine owners First Quantum Metals (FQM) and surrounding affected land owners to the RNO nickel mine. The group meet 4 times per year to discuss issues relating to mine activity and impacts to surrounding areas. A request from the JCA was made to have representatives from the Council and Shire attend these meetings.
6. Each councillor is entitled to sit or represent Council on at least one committee.
7. Council is required to determine delegates and formally adopt the appointments with a Council resolution.

CONSULTATION

8. The Jerdacuttup Community Association
The Hopetoun Progress Association

STATUTORY ENVIRONMENT

9. *Local Government Act 1995*

POLICY IMPLICATIONS

10. Nil

FINANCIAL IMPLICATIONS

11. Nil.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Possible	Minor	Low	Improved communication through delegates representing Council at community meetings.
Reputational	Likely	Moderate	Medium	Look at ways to advance continual improvement. Promote community engagement through public involvement. Listen to community concerns.

ALTERNATE OPTIONS

14. Nil

STRATEGIC ALIGNMENT

15. 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 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
5.2	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

VOTING REQUIREMENTS

16. Simple Majority

COUNCIL DECISION

Moved by Cr Miloseski and seconded by Cr Mudie

Resolution: 21/24

That Council: **ADOPT** the following revisions to the schedule for delegates to Committees, Community Groups and Organisations as listed.

<i>Council Delegates appointed</i>	<i>To the following Council Committees</i>
<u>Committee name</u>	<u>Councillor rep</u>
Hopetoun Progress Association	Delegate – Cr Miloseski
	Proxy – Cr Richardson
Jerdacuttup Community Association	Delegate – Cr Gibson
	Proxy – Cr Richardson
Jerdacuttup Ravensthorpe Nickel Operations Working Group - JRWG	Delegate – Cr Gibson
	Proxy – Cr Richardson

Carried 6/0

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 29 FEBRUARY 2024

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	12 March 2024
Disclosure of Interest:	Nil
Attachment:	12.2.1 Monthly Financial Reports for 29 February 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 February 2024 Monthly Financial Reports.

COMMENT

3. The February 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 2023/24 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

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Livingston

Resolution: 22/24

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

Carried: 6/0

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – FEBRUARY 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: 11 March 2024
Disclosure of Interest: Nil
Attachments: 12.2.2 Schedule of Payments 29 February 2024
 Credit Card Transactions to 01 February 2024
 Creditors List of Accounts Paid February 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 01/02/2024 – 29/02/2024

2023/2024

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	5,390	977,241	142,831	4,180	0	1,129,643	336,369
Aug	13,517	818,548	143,285	8,366	0	983,716	327,430
Sep	5,452	523,031	59,617	4,859	0	592,960	328,547
Oct	57,624	618,676	86,149	7,850	0	770,300	347,668
Nov	44,379	1,224,065	38,625	6,417	0	1,313,486	481,171
Dec	9,173	2,956,514	55,025	17,203	0	3,037,914	427,999
Jan	6,543	998,422	39,093	8,505	0	1,052,563	425,009
Feb	11,079	701,744	160,274	9,124	0	882,222	467,711
Mar	0	0	0	0	0	0	0
Apr	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0
Jun	0	0	0	0	0	0	0
Total	153,157	8,818,242	724,899	66,505	0	9,762,802	3,141,904
22/23	114,562	12,445,050	943,431	81,842	0	13,584,885	4,162,759
21/22	109,610	11,455,728	1,217,128	101,107	0	12,883,572	4,057,812
20/21	219,357	8,442,181	965,406	135,103	0	9,762,047	3,790,863

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.

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

13. Simple Majority

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Mudie

Resolution 23/24

That Council:

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

Carried: 6/0

CONFIRMED

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.3 BUDGET REVIEW 2023/2024 AS AT 31 JANUARY 2024

File Reference:	GR.RE.2
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	4 March 2024
Disclosure of Interest:	Cr Livingston – Financial Interest
Attachments:	12.2.3 Shire of Ravensthorpe Budget Review Report
Previous Reference:	Nil

Cr Livingston declared a Financial Interest and was disconnected electronically at 6.52pm.

PURPOSE

1. This item is the statutory half yearly budget review and gives an indication and projection of the end of year financial position as at the review date. Based on current revenue and expenditure analysis and review of capital projects Council is projected to forecast an additional budgeted carry forward of a surplus of \$821,618, together with the existing adopted surplus of \$80,000, for a total carried forward surplus of \$901,618 as at 30 June 2024.

BACKGROUND

2. Under the revised Regulation 33A (1) the local government is required to carry out a review of the annual budget between 1 January and 28 February each year, with Regulation 33 (2A)(a) stipulating that the span of the review is the period beginning on 1 July and ending no earlier than 31 December in that financial year.
3. This statutory budget review was undertaken by the Executive Manager of Corporate Services for the period ending 31 January 2024. In reference to the audit of the 30 June 2023 Annual Financials, we can confirm that the carried forward balance of \$4,564,071 in comparison to the 2023/2024 Budget carried forward estimate of \$4,570,453, which had provided a minor budget funding shortfall of \$6,382 before the review process had begun. Notwithstanding the minor change in carried forward position, the attached Budget Review Summary Report details the review undertaken and the results are hereby submitted to be received by Council in consideration of a forecast surplus at 30 June 2024, that will be used as the carried forward position when preparing the 2024/2025 draft budget.

COMMENT

4. The projections contained within the reports are based on estimates to the best of the knowledge of staff, which has involved a process of considering current account balances, forecasted expenditures, current budgets and the materiality of any changes. These estimates do not guarantee that the 2023/2024

projected results will match the end of year result as there are many external influences that can have a bearing on Council's capacity or expenditure timing between now and 30 June 2024, however it does show that the Shire is currently heading towards a surplus position at years end.

5. The current financial period has been one of strong union intervention and the resultant organisational distraction, during a relatively short period of elevated inflation, and a tailing off of mineral commodity prices which has impacted the local mining sector of the economy. That said we are still in the fortunate position of conservatively predicting a surplus which can provide a welcome buffer for any business challenges that may arise for the remainder of 2023/2024.

As per the Statement of Budget Review (Nature and Type) the following is a summary of material amendments for consideration >= \$20,000.

- **Carried Forward Net Current Assets at start of year – Unfavourable \$6,382**
 - The audited net current assets of \$4,564,071 was \$6,382 lower after all end of year balance day adjustments had been completed. This had the effect of being unfavourable as a funding source for the 2023/24 balanced budget.

- **Revenue from Operating – Favourable \$609,000**
 - \$24,000 – Favourable – Increased Bushfire Mitigation Funding, now \$280K.
 - \$24,000 – Unfavourable – Decrease in FQM support for leased childcare housing.
 - \$52,000 – Unfavourable – Decreased income from Little Barrens childcare.
 - \$20,000 – Favourable – Increased income from staff rental accommodation.
 - \$20,000 – Favourable – Increased income from other staff housing from external parties.
 - \$35,000 - Favourable – Increased town Planning income, \$31K from one development.
 - \$458,000 – Favourable – Increase in airport income, although expecting a downward trend.
 - \$28,000 – Favourable – Increased water sales from the effect of lower rainfall.
 - \$41,000 – Favourable – Increased investment returns from higher interest rates.

- **Expenditure from Operating – Favourable \$137,000**
 - \$27,000 – Favourable – Decrease in Bushfire Risk Mitigation Coordinator employment costs from later start.
 - \$40,000 – Favourable – Decrease in Health Inspection employment costs as contracted out.
 - \$125,000 – Favourable – Decrease in Little Barrens employment costs with lower childcare numbers and staff turnover.
 - \$30,000 – Favourable – Decrease in The Cub House employment costs with lower childcare numbers and staff turnover.
 - \$27,000 – Favourable – Decrease in Manager Recreation and Community Services employment costs from a later start.
 - \$65,000 – Favourable – Decrease in Airport employment costs through turnover and time between airport and ranger activities.
 - \$26,000 – Unfavourable – Increase in workers compensation premiums \$15K and previous year wages premium adjustment \$11K.
 - \$100,000 – Favourable – Decrease in administration employment costs from staff absences.
 - \$20,000 – Favourable – Reduced co-contribution for Genestreams project withdrawn.

- \$35,000 – Unfavourable – Additional expenditure on bushfire mitigation activity, mainly offset by grant.
- \$24,000 – Favourable – Change of childcare leased accommodation to airport service.
- \$22,000 – Unfavourable – Increased building maintenance to Hopetoun Senior Citizens Centre.
- \$22,000 – Unfavourable – Increase road maintenance external costs for road slashing, tree lopping and haulage.
- \$25,000 – Unfavourable – Increased airport compliance costs from apron movement assessment for larger planes.
- \$36,000 – Unfavourable – Increased airport master planning with airport feature and contour survey.
- \$20,000 – Favourable – Decrease in firebreak compliance work.
- \$20,000 – Unfavourable – Increase in cleaning expendable stores mainly for public toilets.
- \$20,000 – Favourable – Decreased estimated fuel costs based on price movements to date.
- \$30,000 – Unfavourable – Increased costs of tyres and tubes.
- \$60,000 – Unfavourable – Increased costs of parts and repairs for fleet and fire appliances.
- \$30,000 – Unfavourable – Increased estimated costs of Ravensthorpe Cultural Precinct maintenance and upkeep for first full year of operation.
- \$20,000 – Favourable – Decreased cost of lower use of temporary agency staff.
- \$20,000 – Unfavourable – Increased cost of water at Hopetoun Standpipe with higher use.

➤ **Investing Activities from Capital Programs – Favourable - \$66,000**

- \$200,000 – Favourable – Change of budget for \$1M federal contribution to Springdale Bridge.
- \$100,000 – Unfavourable – Decrease of Genestreams grant as project supplier had ceased trading.
- \$20,000 – Unfavourable – Increased project cost of Hopetoun Rural Bushfire shed, including \$12K locks and fencing.
- \$26,000 – Unfavourable – Increased project cost of 88 Martin Street with additional works to accommodate arrival of new doctor. Increase funded from Building Reserve.
- \$43,000 – Unfavourable – Increased project cost of West Beach toilets requiring significant extra time as works were more difficult than planned. Increase funded from Building Reserve.
- \$70,000 – Unfavourable – Purchase of Airport Hanger as per Opteon valuation.
- \$55,000 – Unfavourable – Increased Campground Data Connectivity project shifted from 2 to 3 campgrounds and did not include cost of engineering works for starlink.
- \$60,000 – Unfavourable – New vehicle planned for Airport/Rangers with water facility for airport slashing works support and 3rd Ranger vehicle.
- \$20,000 – Favourable – Savings from purchase of Airport Tug.
- \$23,000 – Favourable – Savings from purchase of Airport Tractor/Slasher.
- \$45,000 – Favourable – Savings from vehicle non-purchase for Manager Recreation and Community Services now supplying own vehicle.
- \$25,000 – Favourable – Deferral for Campground Firepits project to 2024/2025.
- \$110,000 – Favourable – Removal of Genestreams Project with supplier ceasing trading.

➤ **Financing Activities – Favourable - \$16,000**

- \$69,000 – Favourable – Increase in transfer from Building Reserve for West Beach toilets \$43K and 88 Martin Street \$26K.
- \$38,000 – Unfavourable – Reduced transfer from Plant Reserve after savings were made on capital purchases for two cleaners vehicles. This is a benefit to the Plant Reserve balance and offsets the capital savings made on the vehicle purchases.

CONSULTATION

6. Executive Team and Responsible Officers

STATUTORY ENVIRONMENT

7. Regulation 33A. Local Government (Financial Management) Regulations 1996:
- Between 1 January and 28 February in each year a local government is to carry out a review of its annual budget for that year.
 - The review of the annual budget of a local government when carried out it is to be submitted to the Council by 31 March.
 - A council is to consider a review submitted to it and is to determine by absolute majority whether or not to adopt the review, any parts of the review or any recommendations made in the review.
 - Within 14 days (previously 30 days) after a council has made a determination, a copy of the review and the determination is to be provided to the Department

POLICY IMPLICATIONS

8. Nil

FINANCIAL IMPLICATIONS

9. The proposed budget revisions identify an end of year forecast surplus of \$901,618.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Likely	Moderate Minor	High Medium	
Financial	Unlikely	Moderate	Medium	

ALTERNATE OPTIONS

11. Reject proposed amendments which may restrict the ability to respond to changes in the business climate or minor initiatives that support changes in priorities.

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
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations

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
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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
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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
5.5	The value of community owned assets is maintained

VOTING REQUIREMENT

13. Absolute Majority

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Gibson

Resolution: 24/24

That Council

1. Adopt the statutory half yearly budget review, as presented, for the period ended 31 January 2024 and endorse amending the budget according to the attached Budget Review Report for a total forecast surplus of \$901,618.
2. Request the Chief Executive Officer to forward the results of the statutory budget review to the Department of Local Government Sport and Cultural Industries within 14 days of the adoption of this budget review.

Carried 5/0

Cr Livingston returned to the meeting at 6.54pm

12.3 INFRASTRUCTURE SERVICES

Nil.

CONFIRMED

12. REPORTS OF OFFICERS

12.4 PROJECTS AND REGULATORY SERVICES

12.4.1 MITIGATION ACTIVITY FUND GRANTS PROGRAMME – PROPOSED WORKS 2024

File Reference:	NA
Location:	NA
Applicant:	Bushfire Risk Mitigation Coordinator
Author:	Executive Manager Projects and Regulatory Services
Authorising Officer	Chief Executive Officer
Date:	11 March 2024
Disclosure of Interest:	Nil
Attachments:	Attachment 12.4.1 - Proposed Treatments
Previous Reference:	Nil

PURPOSE

1. For council to endorse the implementation of the 2024 proposed works to be carried out within the Shire under the Mitigation Activity Fund Grants Programmes, Round 2, and in line with the Shire of Ravensthorpe Bushfire Risk Management Plan, as per Attachment 12.4.1.

BACKGROUND

2. The Shire of Ravensthorpe was one of the first Shires in the State to have State and Council endorsed Bushfire Risk Management Plan. This plan acknowledged the high risk of threat posed by bushfire and outlines a framework under which those risks can be assessed. Two types of risk can be considered: risks to assets and systemic risks. Risk to assets relates to the tangible impacts of fire on people, property and infrastructure. Systemic risk arises from the impacts of bushfire on the interconnected systems and networks that support community function.
3. The State Hazard Plan Fire states that local governments identified as having high or extreme bushfire risk are required to develop an integrated Bushfire Risk Management Plan outlining a strategy to treat or reduce bushfire related risk across all land tenures. This assessment is done on an annual basis and allows local governments to request funding through the Department of Fire and Emergency Services (DFES).

COMMENT

4. The process of planning for treatments and submitting these to DFES for funding approval is undertaken through the following bushfire risk management process;
 1. **Establish the context for risk assessment.** This includes such things as population and demographics, economic activities, climate and bushfire seasons, vegetation, threatened species and communities, and bushfire frequency and causes of ignition.
 2. **Identify assets at risk from bushfire.** Includes human settlement, economic, environmental and cultural.
 3. **Assess the consequence**
 4. **Assess the likelihood**

5. **Calculate the risk rating**
6. **Determine what risks require asset-specific treatment**
7. **Treat unacceptable risks**
8. **Record and report.** On approval of the strategy the local government becomes the treatment manager and plans and implements treatment strategies to address risk on land they own and manage. However, a holistic view of risk is taken, known as the tenure-blind approach, and risks are identified across the landscape, with input and coordination with other stakeholders, for example, DFES, DBCA, DPLH, utilities companies and private land owners.

CONSULTATION

5. Councillors
 - Department of Fire and Emergency Services
 - Shire of Ravensthorpe Chief Bushfire Control Officer
 - Shire of Ravensthorpe Community Emergency Services Manager
 - Shire of Ravensthorpe Bushfire Risk Mitigation Coordinator

STATUTORY ENVIRONMENT

6. Bushfires Act 1954, Emergency Management Act 2005, State Hazard Plan Fire

POLICY IMPLICATIONS

7. Shire of Ravensthorpe Risk Management Policy (G6)

FINANCIAL IMPLICATIONS

8. Works are grant funded through the Mitigation Activity Fund Grants programme.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Likely	Moderate	Medium	Initiate Communications strategy. Ensure works are appropriated planned and managed
Financial	Unlikely	Insignificant	Low	Costs monitored through procurement process and grant reporting
Environmental	Possible	Moderate	Medium	Follow BRM Pan framework and all legislative requirements Cooperation with DBCA, DFES and other stakeholders on implementation

Reputational

Possible

Moderate

Medium

Employ communications
plan
Community education

ALTERNATE OPTIONS

10. Council does not endorse the proposed works.

STRATEGIC ALIGNMENT

11. 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 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

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
3.4	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
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

12. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Gibson

Resolution: 25/24

That Council ENDORSE the 2024 mitigation treatments as proposed and funded under the Mitigation Activity Fund Grants Program.

Carried: 6/0

Cr Mudie stated the Shire's fire mitigation works are extremely important to protect lives and assets of the shire. The affected areas are only a very small proportion of the Shire's total area.

Cr Major reinforced this point stating that the affected areas that are mitigated are very small, only 200 hectares of the 800,000+ hectares on bush within the shire which is less than a quarter of 1%.

13. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

14.1 TENDER FOR KERBSIDE WASTE & RECYCLING COLLECTION SERVICES

COUNCIL DECISION

Moved by Cr Miloseski and seconded by Cr Richardson

Resolution: 26/24

That Council move behind closed doors to consider late item 14.1 Tender for Kerbside waste and recycling collection services, and item 15.1 Draft Fees and Charges 2024/25.

Carried 6/0

Council moved behind closed doors at 6.58pm and members of the public gallery left the Chambers.

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Major

Resolution: 27/24

That Council:

- Accepts the Tender submitted by Cleanaway as the most advantageous Tender to form a Contract for Option 2: 5 year initial term plus 5 year option, and
- Delegates the formation of the Contract of Service to the CEO subject to any variations of a minor nature prior to entry to the Contract.

Carried: 6/0

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

15.1 CONFIDENTIAL ITEM – DRAFT SCHEDULE OF FEES AND CHARGES 2024/2025

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Richardson

Resolution: 28/24

That Council:

1. Adopt the draft 2024/2025 Schedule of Fees and Charges as presented; and
2. Endorse the adopted 2024/2025 Schedule of Fees and Charges to be implemented and effective from the 1 July 2024.

Carried: 6/0

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Miloseski

Resolution: 29/24

That Council return from behind closed doors

Carried: 6/0

Council returned from behind closed doors at 7.05pm and 1 member of the public gallery (Mr Ash Fisher) returned to the Chambers.

The Shire President announced the Council Decisions for items 14.1 and 15.1 as stated above.

16. CLOSURE

The Presiding Member declared the meeting closed at 7.06pm.

Signed by the Shire President

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

Date: 16 April 2024

