



Shire of  
Serpentine  
Jarrahdale

# Arts, Culture and Heritage Advisory Committee

## Confirmed Minutes

Monday 8 October 2018  
4.30pm

Endorsed Council  
Ordinary Council Meeting 22 October 2018  
OCM8.2/10/18

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### Contact Us

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#### In Person

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6 Paterson Street, Mundijong WA 6123  
Open Monday to Friday 8.30am-5pm (closed public holidays)



[www.sjshire.wa.gov.au](http://www.sjshire.wa.gov.au)



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Minutes of the Arts, Culture & Heritage Advisory Committee Meeting held in the Council Chambers, Civic Centre, 6 Paterson Street, Mundijong on Monday 8 October 2018.

The Chairperson, Councillor Rich declared the meeting open at 4.40pm and welcomed Councillors, Committee Members and staff.

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## Minutes

### 1. Attendances and apologies (including leave of absence):

**Councillors:** Cr M Rich .....Chairperson  
Cr K McConkey

**Community Delegates:** Ms T Jennings  
Ms L Brazier  
Mrs C Rankin  
Ms J Skillington  
Ms J Star ..... Deputy Chairperson

**Officers:** Ms H Sarcich.....Deputy CEO / Director Community Services  
Ms R Steinki..... Manager Community Development  
Mr A Bowman .....Manager Governance  
Ms A Liersch ....Agendas and Minutes Officer (Minute Taker)

**Apologies:** Ms M Harris

**Observers:** Ms K Shailer, PA to Deputy CEO / Director Community Services (left the meeting at 5pm);  
Ms L Keys, Manager Library Services;

**Members of the Public:** Nil

### 2. Public question time:

#### 2.1 Response to previous public questions taken on notice

Nil.

#### 2.2 Public questions

Nil.

### 3. Public statement time:

Nil.

### 4. Petitions and deputations:

Nil.

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**5. Declaration of Councillors, Officers and Committee Members interest:**

Nil.

**6. Receipt of minutes or reports and consideration of adoption of recommendations from Committee meetings held since the previous Council meetings:**

**6.1 Minutes of previous Arts, Culture and Heritage Advisory Committee Meeting:**

**6.1.1 Arts, Culture and Heritage Advisory Committee Meeting – 9 July 2018**

**ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE RESOLUTION**

Moved Cr McConkey, seconded Ms L Brazier

That the minutes of the Arts, Culture and Heritage Advisory Committee Meeting held on 9 July 2018 be confirmed (E18/7127).

**CARRIED UNANIMOUSLY 7/0**

**6.2 Reports for consideration:**

<b>ACH005/10/18 – Changes to Terms of Reference for Arts, Culture and Heritage Advisory Committee (SJ2431)</b>	
<b>Responsible Officer:</b>	Manager Community Development
<b>Senior Officer/s:</b>	Deputy Chief Executive Officer/ Director Community Services
<b>Disclosure of Officers Interest:</b>	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

**Report Purpose**

The purpose of this report is for the Arts, Culture and Heritage Advisory Committee to consider changes to the Terms of Reference. If agreed to by Council, the changes aim to broaden the scope of the Committee to allow for guidance and advice on a wider range of Arts, Culture and Heritage matters within the Shire.

**Relevant Previous Decisions of Council**

OCM155/11/17 – The Arts, Culture and Heritage Advisory Committee was established at the Ordinary Meeting of Council on 27 November 2017. Two (2) Councillors and one (1) Deputy was appointed to the Arts, Culture and Heritage Advisory Committee for the period ending in October 2019.

OCM026/03/18 – Council appointed six community delegates to the committee and adopted the 2018 meeting dates.



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## **Background**

The current Terms of Reference were developed prior to the establishment of the Arts, Culture and Heritage Advisory Committee (ACH). Following the appointment of community delegates and the first two meetings, there is now a better understanding of how the Committee can assist Council across a broader range of areas relevant to arts, culture and heritage. A few changes are proposed to outline this, as well as administrative changes such as Officer titles and removal of irrelevant text.

## **Community / Stakeholder Consultation**

No community consultation is relevant to this item, however consultation with internal Shire Departments (including Development Services, Library Services and Infrastructure Services) has identified opportunities for Advisory Committee involvement that would provide assistance and input to Council across a broader range of arts, culture and heritage items.

Examples include:

- New or existing policy reviews, relevant to Arts, Culture and Heritage such as library collection policies;
- Review of new or existing shire documentation and programs relevant to Arts, Culture and Heritage such as the Municipal Heritage Inventory.
- Development requirements and/or applications with relevance to Arts, Culture and Heritage such as proposed street names.

## **Statutory Environment**

Nil.

## **Comment**

Whilst it is not essential to change the terms of reference, there are a number of strategic undertakings within the Shire that would benefit from the input of the Arts, Culture and Heritage Advisory Committee.

By broadening objectives within the terms of reference, the Committee will be able to provide input and advice pertinent to the vision for arts, culture and heritage across the municipality and provide strategic input, advocacy and specialised knowledge to guide Council's efforts in promoting, supporting and growing these areas in the Shire of Serpentine Jarrahdale.

This item allows the Advisory Committee to suggest changes to the terms of reference as a recommendation to Council. The decision to adopt the changes remains with Council.



## Options and Implications

### Option One (Recommended Option)

That the Arts, Culture and Heritage Advisory Committee recommend Council adopt changes to the Terms of Reference as outlined in ACH005.1/10/18. A summary of proposed changes is as follows:

- Section 6: Objectives listed within are task orientated, providing tangible outcomes for the Committee to achieve. However, they are not broad enough to describe aspirational objectives of the Committee for matters not listed.
- Section 7: Tenure of membership has been adjusted to align with the *Local Government Act 1995*.
- Section 9: (9.1) As the terms of reference can only be changed by Council, removal of irrelevant text throughout this section that would require constant update is proposed.
- (9.2) Change in heading from Secretariat to Minutes and Agendas - descriptive of the intent for this responsibility. Change in title to reflect appropriate Department.
- (9.3) Update in titles relevant to attending Officers.
- Section 10: (10.2) Changes are proposed to the frequency of meetings. The purpose of this is to allow more time to action outcomes from the meetings, whilst indicating “or as required” allows for meetings to be called at the three months if required.
- (10.3) Proposed changes to quorum text makes it consistent with the *Local Government Act 1995* and other Committees of Council. It allow changes to committee structure and/or membership when required, without any impact or review required on the terms of reference.
- (10.4) Removal of unnecessary text as no requirement to transcribe section of the Act.
- (10.5) Reworded to improve clarity regarding presentation of minutes to Council.
- (10.7) Correct Advisory Committee title referenced. Removal of unnecessary text as no requirement to transcribe section of the Act.

All changes proposed aim to broaden the role of the Arts, Culture and Heritage Advisory Committee and improve the Terms of Reference. No negative or significant implications are anticipated.

### Option Two

That the Arts, Culture and Heritage Advisory Committee recommend the terms of reference remain unchanged. There are no significant implications relevant to this option. Items presented and discussed with the Arts, Culture and Heritage Advisory Committee remain as currently defined in the terms of reference.



## Conclusion

The current terms of reference were developed prior to the establishment of the Arts, Culture and Heritage Advisory Committee (ACH). Changes to the Terms of Reference are proposed following the ACH's first few meetings, as there is a better understanding of how the Committee can assist Council across a broader range of arts, culture and heritage matters. Other administrative amendments to the Terms of Reference have been suggested, such as change in Officer titles and removal of irrelevant text.

## Attachments

- [ACH005.1/10/18](#) – Proposed Arts, Culture and Heritage Advisory Committee Terms of Reference. (Terms of Reference document without marked up changes) (E18/10788)
- [ACH005.2/10/18](#) – Proposed Arts, Culture and Heritage Advisory Committee Terms of Reference (Terms of Reference document showing track changes). (E18/10567)

## Alignment with our Strategic Community Plan

<b>Outcome 3.1</b>	A commercially diverse and prosperous economy
<b>Strategy 3.1.1</b>	Actively support new and existing local business within the district.
<b>Outcome 4.2</b>	A strategically focused Council
<b>Strategy 4.2.1</b>	Build and promote strategic relationships in the Shire's interest.

## Financial Implications

Nil.

## Risk Implications

Risk has been assessed on the basis of the Officer's Recommendation.

<b>Risk</b>	<b>Risk Likelihood (based on history and with existing controls)</b>	<b>Risk Impact / Consequence</b>	<b>Risk Rating (Prior to Treatment or Control)</b>	<b>Principal Risk Theme</b>	<b>Risk Action Plan (Controls or Treatment proposed)</b>
Opportunities for Arts, Culture and Heritage Advisory Committee	Rare (1)	Minor (2)	Low (1-4)	Reputation - 1 Insignificant - Unsubstantiated, localised low impact on key stakeholder	Accept Officer Recommendation



input not afforded.				trust, low profile or no media item	
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### Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
<b>Almost Certain</b>	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
<b>Likely</b>	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
<b>Possible</b>	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
<b>Unlikely</b>	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
<b>Rare</b>	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Voting Requirements:** Simple Majority

**ACH005/10/18 ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE  
RESOLUTION / Officer Recommendation:**

**Moved Cr McConkey, seconded Mrs C Rankin**

**That the Arts, Culture and Heritage Advisory Committee recommends Council adopt revised Terms of Reference as per attachment ACH005.1/10/18.**

**CARRIED UNANIMOUSLY 7/0**

*Please note that the Arts, Culture and Heritage Advisory Committee does not have delegated authority to make decisions. All recommendations of the Arts, Culture and Heritage Advisory Committee are presented to Council for ratification.*





## 7. Motions of which notice has been given:

<b>ACH006/10/18 – Notice of Motion - Formation of a Working Group to collect and record the history of Jarrahdale Residents (SJ484)</b>	
<b>Responsible Officer:</b>	Deputy Chief Executive Officer/ Director Community Services
<b>Senior Officer/s:</b>	Chief Executive Officer
<b>Disclosure of Officers Interest:</b>	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

### Report Purpose

This report is for the Arts Heritage and Culture Advisory Committee to consider a notice of motion as received from Committee member Lisa Brazier.

The motion being:

*That the Arts, Culture and Heritage Committee recommend Council:*

- 1. Requests the Chief Executive Officer form a Working Group consisting of members of the Arts, Culture and Heritage Advisory Committee and two representatives from the Jarrahdale Heritage Society, to work with the Jarrahdale community to oversee the collection and recording of the history of the Jarrahdale as told by Jarrahdale residents and the identification of places with historical significance, to ensure this history informs tourism development in Jarrahdale.*

### Relevant Previous Decisions of Council

There is no previous Council decision relating to this issue.

### Background

The Jarrahdale Heritage Society and the Mundijong Library Volunteers are the primary groups working to capture, collate, keep and promote the history of Jarrahdale and the residents of Jarrahdale.

The draft Serpentine Jarrahdale Tourism Strategy 2018-2023 recognises Jarrahdale as an area identified for priority tourism development. In particular, it speaks to the history of Jarrahdale and the importance of the history in tourism promotion and development.

### Community / Stakeholder Consultation

Nil.



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## **Statutory Environment**

Nil

## **Comment**

It is important that tourism development in Jarrahdale is sensitive to the history of the Town and its residents and in order to achieve this it is necessary to ensure that the history is recorded and that there are no gaps in knowledge or the keeping of the history.

The proposed working group would allow for the bringing together of the Jarrahdale Heritage Society, the Mundijong Library Volunteers and members of the Arts, Culture and Heritage Advisory Committee for a period of time that will allow for an audit of the information kept by all parties to be undertaken, any gaps identified and a targeted project to be undertaken where the working group volunteers seek to collect and record any missing information.

Through this process significant historical matters relevant to tourism development can be identified and included and promoted through this development.

Shire Officers do not have the capacity to undertake a project such as this; however the information will be of great benefit to Shire Officers as they undertake works regarding the promotion and development of tourism in Jarrahdale.

## **Options and Implications**

### **Option One (Preferred)**

That the Arts, Culture and Heritage Advisory Committee recommend that Council:

Requests the Chief Executive Officer to support the formation of a Working Group consisting of members of the Arts, Culture and Heritage Advisory Committee, two representatives from the Jarrahdale Heritage Society and two representatives from the Mundijong Library Volunteers, to work with the community to oversee the collection and recording of the history of Jarrahdale as told by Jarrahdale residents and the identification of places with historical significance, to ensure this history informs tourism development in Jarrahdale.

### **Option Two**

That the Arts, Culture and Heritage Advisory Committee do not recommend that Council requests the Chief Executive Officer support the formation of a working group for the purpose of working with the community to oversee the collection and recording of the history of Jarrahdale.

## **Conclusion**

The support for formation of a working group will ensure that there is a combined review of the Jarrahdale history currently kept by groups and allow for the identification of any gaps in that collection and then an effort by volunteers to ensure those gaps are filled.



## Attachments

Nil.

## Alignment with our Strategic Community Plan

<b>Outcome 1.2</b>	A recognised culture and heritage
<b>Strategy 1.2.1</b>	Recognise local heritage

## Financial Implications

As the working group is to be formed by volunteers and the work to be undertaken by volunteers there is no anticipated financial impact to Council.

## Risk Implications

Risk has been assessed on the basis of the Officer's Recommendation.

<b>Risk</b>	<b>Risk Likelihood (based on history and with existing controls)</b>	<b>Risk Impact / Consequence</b>	<b>Risk Rating (Prior to Treatment or Control)</b>	<b>Principal Risk Theme</b>	<b>Risk Action Plan (Controls or Treatment proposed)</b>
That Council do not accept the Committee recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Reputation - 2 Minor - Substantiated, localised impact on key stakeholder trust or low media item	Accept Risk



## Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)	
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)	
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)	

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 4 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

### ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE DECISION

**Moved Ms J Star, seconded Cr McConkey**

**That Standing Orders 9.5, 9.6, 10.7 and 10.13 be suspended at 4.47pm in order to further discuss item ACH006/10/18.**

**CARRIED UNANIMOUSLY 7/0**

### ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE DECISION

**Moved Mrs C Rankin, seconded Ms J Star**

**That Standing Orders be reinstated at 5.18pm.**

**CARRIED UNANIMOUSLY 7/0**

ACH006/10/18 Officer Recommendation:

That the Arts, Culture and Heritage Advisory Committee recommend that Council requests the Chief Executive Officer to support the formation of a working group consisting of members of the Arts, Culture and Heritage Advisory Committee, two representatives from the Jarrahdale Heritage Society and two representatives from the Mundijong Library Volunteers, to work with the community to oversee the collection and recording of the history of Jarrahdale as told by Jarrahdale residents and the identification of places with historical significance, to ensure this history informs tourism development in Jarrahdale.



**Voting Requirements:** Simple Majority

**ACH006/10/18 ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE  
RESOLUTION**

**Moved Ms L Brazier, seconded Mrs C Rankin**

**That the Arts, Culture and Heritage Advisory Committee recommend that Council requests the Chief Executive Officer supports the formation of a working group consisting of members of the Arts, Culture and Heritage Advisory Committee, two representatives from the Jarrahdale Heritage Society and two representatives from the Mundijong Library Volunteers, to work with the community to undertake an audit of the information kept by all parties, identify any gaps and undertake a targeted project where the working group volunteers help with the collection and recording of any missing information.**

**CARRIED UNANIMOUSLY 7/0**

*Reason for difference to Officer Recommendation: The wording was amended to better reflect and make clearer the reason for forming the working group.*

*Please note that the Arts, Culture and Heritage Advisory Committee does not have delegated authority to make decisions. All recommendations of the Arts, Culture and Heritage Advisory Committee are presented to Council for ratification.*



<b>ACH007/10/18 – Notice of Motion – Municipal Heritage Inventory (SJ2740)</b>	
<b>Responsible Officer:</b>	Deputy Chief Executive Officer/Director Community Services
<b>Senior Officer/s:</b>	Chief Executive Officer
<b>Disclosure of Officers Interest:</b>	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

### **Report Purpose**

This report is for the Arts Heritage and Culture Advisory Committee to consider a notice of motion as received from Committee member Lisa Brazier.

The motion being:

*That the Arts, Culture and Heritage Committee recommend Council:*

- 1. Requests the Chief Executive Officer undertake a review of the Municipal Heritage Inventory, ensuring that any changes to the Inventory are communicated to the Government of Western Australia State Heritage Office for their records.*
- 2. Requests the Chief Executive Officer to establish a Working Group consisting of members of the Arts, Culture and Heritage Advisory Committee, a representative from the Jarrahdale Heritage Society and a representative from the Serpentine Historical Society, for the purpose of informing the review of the Inventory.*

### **Relevant Previous Decisions of Council**

There is no previous Council decision relating to this issue.

### **Background**

The Heritage of Western Australia Act 1990 requires that local governments compile and maintain an inventory of buildings within the local government area, which it considers may become or are of cultural heritage significance.

This inventory is to be updated annually and reviewed every four years after it is created.

The local government is also to ensure that the list is compiled with proper public consultation.

The last review of the Shire of Serpentine Jarrahdale Municipal Heritage Inventory was undertaken in 2000 and therefore a review is overdue.

### **Community / Stakeholder Consultation**

Nil



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## Statutory Environment

*Heritage of Western Australia Act 1990, Part 5- Registered places*, legislates for the requirement for local governments to maintain an inventory and guides the development and review of the inventory.

## Comment

It is recognised that there is a need to review and update the Shire's Municipal Heritage Inventory.

In order to undertake these works, the Shire will need to secure the services of a specialist heritage consultant, the cost of which is estimated to be \$100,000. This is not currently budgeted for in the 2018/2019 financial year budget as adopted by Council.

In order to progress this project in the 2018/2019 financial year \$100,000 would need to be reallocated from a budgeted project to make the funds available, and would therefore result in the non-delivery of an existing budgeted project, which would not be an ideal outcome.

It is a requirement that public consultation is undertaken as part of the review of the Municipal Heritage Inventory. It is considered that a working group formed for a specified period of time for the purpose of assisting to advise in relation to items within or proposed to be within the Municipal Heritage Inventory, would be of benefit to the review process.

The Jarrahdale Heritage Society, Serpentine Historical Society and Mundijong Public Library Volunteers are the primary groups working in the Shire to identify, collect and promote heritage and history within the Shire. They, along with representatives of the Arts, Culture and Heritage Advisory Committee are appropriate participants in a working group of this kind.

## Options and Implications

That the Arts, Culture and Heritage Committee recommend that Council:

1. Considers an amount of \$100,000 in the 2019/2020 financial year budget, for the purpose of undertaking a review of the Municipal Heritage Inventory.
2. Council requests the Chief Executive Officer to establish a working group consisting of members of the Arts, Culture and Heritage Advisory Committee, a representative from the Jarrahdale Heritage Society, a representative from the Serpentine Historical Society, and a representative from the Mundijong Public Library Volunteers, for the purpose of informing the review of the Inventory on allocation of funds in the 2019/2020 budget.

## Conclusion

Review of the Shire of Serpentine Jarrahdale Municipal Heritage Inventory is overdue. In order to meet the legislative requirements as outlined in the *Heritage of Western Australia Act 1990* an amount of \$100,000 for purpose of engaging a consultant to undertake the review, should be included for consideration in the 2019/2020 financial year budget.



Should this amount be approved via the budget process, the formation of a working group as outlined in this report would be of benefit to assist through informing the review.

## Attachments

Nil

## Alignment with our Strategic Community Plan

<b>Outcome 1.2</b>	A recognised culture and heritage
<b>Strategy 1.2.1</b>	Recognise local heritage

## Financial Implications

In order to undertake these works the Shire will need to secure the services of a specialist heritage consultant, the cost of which is estimated to be \$100,000. This is not currently budgeted for in the 2018/2019 financial year budget as adopted by Council.

In order to progress this project in the 2018/2019 financial year \$100,000 would need to be reallocated from a budgeted project to make the funds available, and would therefore result in the non-delivery of an existing budgeted project.

## Risk Implications

Risk has been assessed on the basis of the Officer's Recommendation.

<b>Risk</b>	<b>Risk Likelihood (based on history and with existing controls)</b>	<b>Risk Impact / Consequence</b>	<b>Risk Rating (Prior to Treatment or Control)</b>	<b>Principal Risk Theme</b>	<b>Risk Action Plan (Controls or Treatment proposed)</b>
That Council do not accept the Committee recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Compliance - 3 Moderate - Non-compliance with significant regulatory requirements imposed	Accept Risk





## Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)	
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)	
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)	

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 4 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Voting Requirements:** Simple Majority

### ACH007/10/18 ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE RESOLUTION / Officer Recommendation:

Moved Mrs C Rankin, seconded Ms L Brazier

That the Arts, Culture and Heritage Advisory Committee recommend that Council;

1. Considers an amount of \$100,000 in the 2019/2020 financial year budget, for the purpose of undertaking a review of the Municipal Heritage Inventory; and
2. Council requests the Chief Executive Officer establish a working group consisting of members of the Arts, Culture and Heritage Advisory Committee, a representative from the Jarrahdale Heritage Society, a representative from the Serpentine Historical Society, and a representative from the Mundijong Public Library Volunteers, for the purpose of informing the review of the inventory on allocation of funds in the 2019/2020 budget.

**CARRIED UNANIMOUSLY 7/0**

*Please note that the Arts, Culture and Heritage Advisory Committee does not have delegated authority to make decisions. All recommendations of the Arts, Culture and Heritage Advisory Committee are presented to Council for ratification.*

## 8. Urgent business:

Nil.



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**9. Closure:**

There being further business, the Chairperson declared the meeting closed at 5.25pm.

I certify that these minutes were confirmed at the  
Arts, Culture and Heritage Advisory Committee Meeting held on.....

.....

Chairperson – Cr Rich

..... Date