

MINUTES

of the Council Meeting held on

Thursday 22 September 2011
commencing at 5 p.m.

in the Council Chambers, Ravensthorpe.

ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE
ON 22 SEPTEMBER 2011, COMMENCING AT 5PM

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DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.02PM – the presiding person, Cr Ian Goldfinch, declared the meeting open.

1. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE

MEMBERS: Cr Ian Goldfinch
Cr Keith Dunlop (Deputy Shire President)
Cr Don Lansdown
Cr Brenda Tilbrook
Cr Julianne Townsend
Cr Ken Norman

STAFF: Pascoe Durtanovich (Chief Executive Officer)
Evelyn Arnold (Manager Finance and Administration)
Jenny Rutter (Executive Assistant)

APOLOGIES:

Nil

ON LEAVE OF ABSENCE:

Cr Jan Field

ABSENT:

Nil

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME**4.1 Speakers concerning the Floater Road Closure Proposal**

Jenny Chambers, Karen Tuckett, Neville Bridger, Ron Ross and Aaron Bridger Asked various questions of Council relating to the proposed closure of Floater Road.

Cr Goldfinch and Cr Townsend advised that they will be declaring a financial interest when the Item concerning Floater Road is considered by Council therefore they will refrain from participating in discussions on this Item during Public Question time.

CEO response - Council has not made a decision on the closure of the road, the proposal has been advertised for public comment. He urged those present to make written submissions to Council.

4.2 Bernie Biddulph (Ravensthorpe Agency) – Re Item 10.2.4

Explained to Council that the previous facility was closed because they did not have permits in place. Ravensthorpe Agency had no role in the closure.

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

Cr Don Lansdown	Impartiality	10.4.6
Cr Ian Goldfinch	Impartiality	10.4.6
Mr Pascoe Durtanovich	Impartiality	10.4.6

6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS

6.1 Ms Carol Wish-Wilson attended the meeting to update Council on the strategic planning being undertaken for Ravensthorpe Regional Arts. Ms Wish-Wilson praised the Arts Council and its contribution to the community.

Acknowledged Council’s financial contribution to the group which qualifies the group for funding from Country Arts WA. She urged Council to increase this funding which in turn would increase grant funding.

7. CONFIRMATION OF MINUTES

7.1. Council Meeting – 19 SEPTEMBER 2011

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 7.1
Moved: Cr Tilbrook	Seconded: Cr Lansdown
That the minutes of the meeting of Council held on 19 September 2011 be confirmed as a true and correct record of proceedings subject to the following amendment – Item 10.4.6, the third ‘Prior to any consideration’ Cr Goldfinch be amended to CEO Pascoe Durtanovich.	
Carried: 6/0	Res: 194 /11

8. SUSPENSION OF STANDING ORDERS

Nil

9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

Nil

10. REPORTS OF OFFICERS

10.1 Manager – Finance and Administration

10.1.1 FINANCIAL STATEMENT FOR THE PERIOD ENDING 31 AUGUST 2011

File Ref:

Applicant: Not applicable

Location: Not applicable

Disclosure of Officer Interest None

Date: 13 September 2011

Author: Evelyn Arnold –Finance & Administration

Authorising Officer: Not applicable

Attachments: Yes – Financial Statements

Summary:

The attached financial statements provide details of the Council's financial activities for the period ending 31st August 2011.

Background:

Nil

Comment:

Nil

Consultation:

Not applicable.

Statutory Obligations:

Section 6.10 of the Local Government Act 1995 (as amended) makes provision for Regulations to be established for the general financial management of the local government.

Regulation 35 of the Local Government (Financial Management) Regulations 1996 requires monthly financial reports to be prepared in a prescribed manner.

Policy Implications:

There are no policy implications.

Budget / Financial Implications:

Details as per attached reports.

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.1.1
Moved: Cr Lansdown	Seconded: Cr Norman
That pursuant to section 6.10 of the Local Government Act 1995 (as amended) and Regulation 35 of the Local Government (Financial Management) Regulations 1996, the Financial Reports for the periods ended 31 st August 2011 be accepted.	
Carried: 6/0	Res: 195 /11

10.1.2 ACCOUNTS FOR PAYMENT – MONTH ENDING 31ST AUGUST 2011**File Ref:**

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	13 September 2011
Author:	Evelyn Arnold –Finance & Administration
Authorising Officer:	Not applicable
Attachments:	Yes – List of Accounts

Summary:

The lists of accounts paid during the months ending 31st August 2011 are attached for Council's information.

Background:

Nil

Comment:

Nil

Consultation:

Not applicable.

Statutory Obligations:

Section 6.10 of the Local Government Act 1995 (as amended) makes provision for Regulations to be established for the general financial management of the local government. The following Local Government (Financial Management) Regulations 1996 are addressed in the following list of accounts:

Regulation 13 (2) requires list of accounts paid by authority during the month to be compiled showing:

- a) the payee's name;
- b) the amount of the payment;
- c) the date of the payment;
- d) sufficient information to identify the transaction.

Regulation 13 (3) requires the list referred to in (2) to be-

- a) presented at the next ordinary meeting of council following the preparation of the list; and recorded in the minutes of the meeting at which it was presented.

Policy Implications:

Nil

Budget / Financial Implications:

Details as per report attached.

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.1.2
Moved: Cr Tilbrook	Seconded: Cr Townsend
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of August 2011, be noted.	
Carried: 6/0	Res: 196 /11

10.1.3 REVIEW OF FEES AND CHARGES ANIMAL CONTROL

File Ref:

- Applicant:** Not applicable
- Location:** Not applicable
- Disclosure of Officer Interest:** None
- Date:** 13 September 2011
- Author:** Evelyn Arnold –Finance & Administration
- Authorising Officer:** Not applicable
- Attachments:** None

Summary:

This report recommends that Council adopt the proposed changes to the current Fees and Charges Schedule in relation to the area of animal control.

Background:

Recent information received by the Ranger suggested that these fees required review, particularly in light of increased cat destruction requests.

Comment:

Below is outlined the additional categories to be increased.

Category	Current Fees	Proposed Fees
Seizure of Dog without Impounding	\$27.50	\$50.00

Seizure and Impounding of Dog	\$44.00	\$100.00
Sustenance Fee – per Day	\$11.00	\$20.00
Return of Impounded Dog – Normal Hours	\$44.00	\$100.00
Small Animal Trap Deposit Fee	\$0.00	\$100.00
Small Animal Trap Fee Per Night (Formally Cat Trap)	\$11.00	\$30.00
Large Animal Trap Deposit Fee	\$0.00	\$100.00
Small Animal Trap Fee Per Night	\$0.00	\$40.00
Animal Destruction Fees		
Cats (Domestic)	\$0.00	\$90.00
Cats (Feral)	\$0.00	\$66.00
Kittens	\$0.00	\$16.00 ea
Fox	\$0.00	\$99.00
Dogs - to 20kgs	\$0.00	\$105.00
- 21kgs to 40kgs	\$0.00	\$125.00
- 41kgs plus	\$0.00	\$135.00
After Hours Call Out	\$0.00	\$45.00
Horse	\$0.00	\$130.00
Livestock	\$0.00	\$130.00
After Hours Call Out	\$0.00	\$200.00
House Call	\$0.00	\$99.00 plus mileage

Consultation:

The Shire of Ravensthorpe Ranger.

Statutory Obligations:

The Local Government Act 1995 allows for the imposition of fees and charges as outlined in section 6.16. It reads:

6.16. IMPOSITION OF FEES AND CHARGES

1. A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
2. A fee or charge may be imposed for the following —
 - 2.1 providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - 2.2 supplying a service or carrying out work at the request of a person;
 - 2.3 subject to section 5.94, providing information from local government records;
 - 2.4 receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - 2.5 supplying goods;
 - 2.6 such other service as may be prescribed.
3. Fees and charges are to be imposed when adopting the annual budget but may be —
 - 3.1 imposed* during a financial year; and

3.2 amended* from time to time during a financial year.

Section 6.17 outlines how Council can determine at what level to set the fees.

6.17. SETTING THE LEVEL OF FEES AND CHARGES

1. In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
 - 1.1 the cost to the local government of providing the service or goods;
 - 1.2 the importance of the service or goods to the community; and
 - 1.3 the price at which the service or goods could be provided by an alternative provider.
2. A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
3. The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
 - 3.1 under section 5.96;
 - 3.2 under section 6.16(2)(d); or
 - 3.3 prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
4. Regulations may —
 - 4.1 prohibit the imposition of a fee or charge in prescribed circumstances; or
 - 4.2 limit the amount of a fee or charge in prescribed circumstances.

Policy Implications:

Nil

Budget / Financial Implications:

The new fees proposed better reflect the actual costs incurred by Council.

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Absolute Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION		ITEM 10.1.3
Moved: Cr Townsend	Seconded: Cr Dunlop	
That Council adopt the attached proposed fees and charges to be effective from 1 October 2011.		
Carried by Absolute Majority: 6/0	Res: 196 /11	

10.1.4 RAVENSTHORPE LIBRARY LITERACY AND LEARNING
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File Ref:**Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 13 September 2011**Author:** Evelyn Arnold Finance and Administration**Authorising Officer:** Pascoe Durtanovich – Chief Executive Officer**Attachments:** None**Summary**

This report recommends that Council approve the unbudgeted expenditure of \$4,830 to complete the improvements required Ravensthorpe Library literacy program.

Background

Libraries support formal and informal learning for life and a well informed community is central to the success of Western Australia into the future.

Comment

In order to continue their commitment to a high level of literacy in the community the following items have been requested by the Ravensthorpe Community Resource Centre:

Item	Estimated Cost
Update Library Computer	\$3,000
First Computer Station for Kids	\$ 430
Computer for Children's Computer Station & Software	\$1,800
Soft Furnishings	\$2,600
Blinds for New Office	\$2,000
Total	\$9,830

Consultation

The Ravensthorpe Community Resource Centre.

Statutory Obligations

Nil

Policy Implications

There are no policy implications.

Budget / Financial Implications

Currently there is a budget allocation of \$5,000 set aside to upgrade the Library server and software. The other requests would result in unbudgeted expenditure of \$4,830.

Strategic Implications

Nil.

Sustainability Implications

- **Environmental**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements

Absolute Majority

The Manager for Finance advised Council that the project cost advised by the Resource Centre is \$9,830, not \$4,830 as shown in the Officer Recommendation.

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.1.4
Moved: Cr Norman	Seconded: Cr Townsend
That Council authorise unbudgeted expenditure of \$9,830 for the completion of improvements required for Council to deliver the Ravensthorpe Library Literacy program.	
Lost: 2/4	Res: 197 /11

COUNCIL DECISION	ITEM 10.1.4
Moved: Cr Tilbrook	Seconded: Cr Townsend
That Council authorise unbudgeted expenditure of \$7,530 for the completion of improvements required for Council to deliver the Ravensthorpe Library Literacy program.	
The vote was tied 3/3. The Shire President exercised his option for a second vote and voted against the motion, therefore the motion was lost 3/4.	
	Res: 198 /11

COUNCIL DECISION	ITEM 10.1.4
Moved: Cr Dunlop	Seconded: Cr Norman
That Council authorise unbudgeted expenditure, which does not include payment for soft furnishings, of \$5,230 for the completion of improvements required for Council to deliver the Ravensthorpe Library Literacy program.	
Carried by Absolute Majority: 5/1	Res: 199 /11

10.2 Manager of Planning and Development

10.2.1 PROPOSED FRONT FENCE AT LOT 299 (#37) GIBSON WAY, HOPETOUN

File Ref:	13.0.0GIB037
Applicant:	Mr A & Mrs M Poole
Location:	Lot 299 (#37) Gibson Way, Hopetoun
Disclosure of Officer Interest:	None
Date:	13 September 2011
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich - CEO
Attachments:	Correspondence; R-Code Guidelines extract

Summary:

Council officers noted a solid front fence had been constructed at Lot 299 (#37) Gibson Way, Hopetoun in April/May 2011. The owners were written to informing them that they require approval for the fence and that therefore it had been constructed illegally.

The owners have responded with a request to keep the fence.

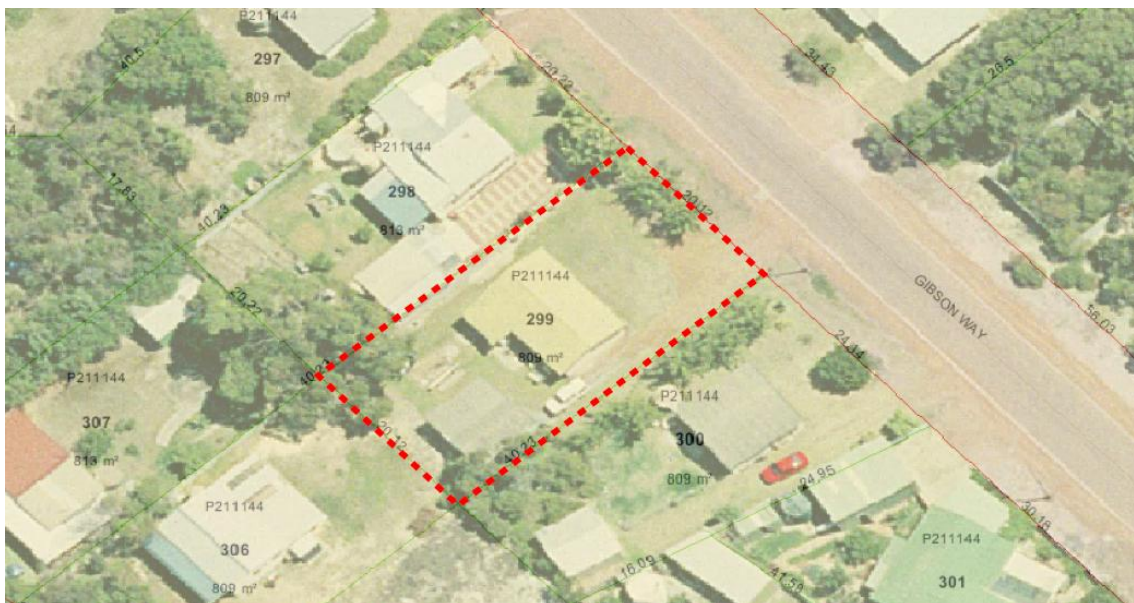
This report assesses this requested against the Residential Design Codes of WA and recommends refusal.

Background:

Site Description

Lot 299 (#37) Gibson Way, Hopetoun is 809m² in area and developed with a 'Single House' and outbuildings. Lot 299 is slightly below the street level of Gibson Way.

Lot 299 is zoned 'Residential R10/20' under the Shire of Ravensthorpe Town Planning Scheme No.5 (the Scheme).



Subject Site edged in red (LandGate 2007)

Gibson Way Streetscape

A site visit was conducted on the 29th August 2011 and a series of photos taken of Gibson Way and the subject site.

Gibson Way is predominantly an open streetscape with little or no front fencing. The exception is the corner lot that had shade cloth above a 900mm high fence.



Subject Site and front fence



Looking west from the subject site - Gibson Way – predominantly open streetscape.

Application Background

Council staff wrote to the owners of 37 Gibson Way, Hopetoun on the 16 May requesting that a recently constructed fence be removed as it did not have the necessary approvals and did not comply with Town Planning Scheme No. 5 and the Residential Design Codes of WA (the Codes). The letter required the removal of the fence by the 12th July 2011. A copy of this letter is attached.

The Council has received a formal response to this letter on the 4th July 2011 requesting permission to keep the fence and providing reasons to do so. This request is the subject of this report.

Comment:

Application

There is an existing front fence, approximately 1.8m high, constructed of zincalume along the frontage and returning down the side boundaries to the building line of 37 Gibson Way, Hopetoun. The current proposal may be considered a retrospective planning application for the front fence.

The owners of Lot 299 wish to retain the front fence for the following reasons:

- They run an electrical contracting business and require the higher fence for security.
- A 1.2metre high fence (as suggested by staff) will permit easy access to the lot.
- The fence makes them feel safer given that there was an incidence of violence and assault in the area recently.
- The property has the lowest elevation in Gibson Street, without the fence the front yard would be constantly overlooked by pedestrians.
- They feel that their privacy will be compromised with a lower front fence.

Assessment

Front fences in the 'Residential' zone are assessed against the Residential Design Codes of WA (the Codes). Part 6.2 of the Codes deals with streetscape, part 6.2.5 deals with 'street walls and fences'.

The 'Acceptable Development criteria for front fences are:

"Front walls and fences within the primary street setback area that are visually permeable 1.2m above natural ground level."

The current fence is approximately 1.8m high and is not visually permeable above 1.2m. Therefore the fence is to be assessed against the 'performance criteria' of the Codes. These are:

"Front walls and fences to promote surveillance and enhance streetscape, taking account of:

- *The need to provide protection from noise and headlight glare where roads are designated as primary or district distributors or integrated arterials; or*
- *The need to provide screening to the front setback; or*
- *The need to provide privacy to north facing outdoor living areas."*

The explanatory notes in the Codes discuss front fences at length, a full copy of these notes are attached to this report. In summary they state:

- *High, solid walls on the front boundary are undesirable as they disrupt the streetscape, destroy the setting of the building, and compromise security.*
- *It is appropriate to design front fences and walls to ensure that a clear view exists between the building, particularly its main entry, and the street. Fences higher than 1.2m should be visually permeable, the meaning of which is provided in appendix 1 of the codes.*

Gibson Way does not carry significant amounts of traffic that would warrant a front fence to stop headlight glare. Whilst Lot 299 is slightly lower than the adjoining road it is not so low as to have people looking down into private living areas. The residence is setback a reasonable distance from the street and there is plenty of recreation space on the lot besides the front setback area.

It is accepted best practice that security is actually enhanced by allowing for surveillance of the front door from the street. A high, solid fence gives intruders a place out of sight to hide.

If a high fence is required then it should be visually permeable above 1.2m. Visually permeable is defined in the Codes as:

"In reference to a wall, gate, door or fence that the vertical surface has:

- *continuous vertical or horizontal gaps of at least 50 mm width occupying not less than one third of its face in aggregate of the entire surface or where narrower than 50 mm, occupying at least one half of the face in aggregate, as viewed directly from the street; or*
- *a surface offering equal or lesser obstruction to view."*

Conclusion

The current fence upsets the streetscape and sets an undesirable precedent for the streets in Hopetoun. It is recommended that the requirements of the Codes be applied

and that if the applicants want a fence higher than 1.2m, that they be advised that it should be it be visually permeable above this height.

Consultation:

Not applicable.

Statutory Obligations:

The applicant has a right of review to the State Administrative Tribunal if aggrieved by any decision made by the Council.

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

Environmental:

There are no known significant environmental considerations.

Economic:

There are no known significant economic considerations.

Social:

There are no known significant social considerations.

Voting Requirements:

Simple Majority

OFFICER RECOMMENDATION	ITEM 10.2.1
That Council,	
<ol style="list-style-type: none"> 1. Not grant planning approval to the construction of a 1.8m high front fence at Lot 299 (#37) Gibson Way, Hopetoun; 2. Require the removal of the illegally constructed front fence in front of the building line within 30 days; and 3. Advise the owner of Lot 299 (#37) Gibson Way, Hopetoun that any front fence is required to be no higher than 1.8m and visually permeable above 1.2m. 	

COUNCIL DECISION AND OFFICER ALTERNATIVE RECOMMENDATION	ITEM 10.2.1
Moved: Cr Tilbrook	Seconded: Cr Lansdown
That Council,	
<ol style="list-style-type: none"> 1. Not grant planning approval to the construction of a 1.8m high front fence at Lot 299 (#37) Gibson Way, Hopetoun; 2. Require the removal of the illegally constructed front fence in front of the building line within 30 days; and 3. Advise the owner of Lot 299 (#37) Gibson Way, Hopetoun that any front fence is required to be no higher than 1.8m and visually permeable above 1.2m. 4. Advise the owner that planning approval is required for the electrical business that is operating from the premises and that an application should be lodged in the next 28 days for Council's consideration 	
Carried: 6/0	Res: 200 /11

10.2.2	PROPOSED HOPETOUN	OVERSIZE	OUTBUILDING	LOT 639	ACACIA DRIVE,
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File Ref:	13.0.0.ACA232
Applicant:	J Dow & N Webber
Location:	Lot 639 (#232) Acacia Drive, Hopetoun
Disclosure of Officer Interest:	None
Date:	13 September 2011
Author:	Crag Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich - CEO
Attachments:	Site, floor and elevation plans Supporting letter from applicant

Summary:

Council considered an application for an oversize outbuilding at their meeting in July 2011 where it resolved to refuse the application; largely based on the proposed street setback being inadequate. Council indicated that it may be prepared to support a 12-15m setback with support from neighbouring land owners.

The applicant has re-lodged the plans with a greater setback and supporting comments from neighbours.

It is recommended that Council issue a conditional planning approval for the proposed outbuilding.

Background:

Subject Site

Lot 639 (#232) Acacia Drive, Hopetoun (the subject site) is located on the corner of Acacia Drive and Platypus Road, Hopetoun. The site is 1.7977ha in area, cleared and has no remnant vegetation.

The site is 89m wide and 199m long, with the long side fronting Acacia Drive.

The site is zoned Rural Small Holdings Area 4 under the Shire of Ravensthorpe Town Planning Scheme No.5 (the Scheme). The objective of this zone is "...for rural lots used for residential purposes in conjunction with a rural pursuit such as hobby farming or keeping animals."

Previous Applications

A Single House was approved on the site under delegated authority on the 28 June 2011.

A separate application was lodged for an oversized outbuilding and was considered by Council at their meeting on the 21 July 2011 where it was resolved:

"

- 1) *That Council refuse the application for the development of an oversized Outbuilding and reduced front setback on Lot 639 Acacia Drive, Hopetoun on the basis that:*

- a) *The floor area of the outbuilding exceeds the maximum floor area required by TP5 'Outbuildings in the Rural Conservation & Rural Small Holding Zones'.*
- b) *The proposed 5m front setback is a substantial reduction to the standard 25m front setback required by Town Planning Scheme No. 5 and insufficient justification has been provided to support the reduction.*

2) *That Council advise the landowners that it may be prepared to support a proposal with a reduced front setback of between 12 - 15m for an outbuilding subject to consultation and general support from other landowners within Rural Small Holding Zone 3."*

Comment:

Proposal

The proposed outbuilding will have a floor area of 224m² and be constructed of steel frames and clad with 'grey or blue ash' colorbond metal sheeting to complement the new dwelling to be constructed. The wall height is 4m with the ridge height of 5.08m.

The outbuilding is now proposed to be setback 15m from Acacia Drive and approximately 140m from Platypus Road.

The application seeks relaxations of the maximum permitted floor area, roof height and street setback requirements. The applicant has provided information supporting the proposal that includes the following points:

"The reason we have a large shed is due the number of vehicles, boats we own we want them to be indoors to protect them and also so they are not an eye sore for our neighbours. (3 large 4wds, 2 quad bikes, horse float, boat etc.)"

We would also like to install a vehicle lift in the shed (for working on the cars) so we need the height to allow for clearance.

The reason we would like the shed located so close to fence is to:

- *Maximise space for our paddocks*
- *Allow privacy from the road for that side of our house*
- *Because of the shape of our block to stick to the 20mtr boundary clearance means our house and shed would be lined up in the centre of the block*
- *To minimise the impact on the views from the neighbours to the side and behind (if the shed was in the centre it would impact on them more significantly)*
- *We selected the road side of the property to minimise the impact of a large shed on our neighbours.*
- *In that location it will flow of our driveway for parking vehicles"*

A full copy of the application and supporting letter are attached to this report.

Scheme Requirements

The provisions for Rural Small Holding Zone 3 (Part 7 Setbacks) require:

"No building or structure shall be erected closer than:

- *25m from a street frontage;*
- *15m from a designated shelter belt;*
- *15m from any other boundary;*

- *50m from any boundary to the Hopetoun-Ravensthorpe Road.”*

The application complies with all setback requirements with the exception of the 25m setback to Acacia Drive.

Clause 5.5 allows Council to consider varying development standards in the Scheme following referral to affected neighbours for their comment.

The applicant has lodged supporting comments from the affected neighbouring landowners.

Support is recommended for the setback relaxation to 15m based on the following considerations:

- The Council advised the applicant that it may be prepared to support a proposal with a reduced front setback of between 12 - 15m previously;
- Lot 639 is a corner lot and is longer and thinner than most in the locality. In residential areas it is common practice to reduce the secondary street setback.
- Neighbouring landowners are supportive;
- It will make for a more efficient use of space on the subject site; and
- The outbuilding presents the narrow edge to the street thereby reducing the impact on the streetscape.

However, to soften the effect of the outbuilding wall on the streetscape, additional landscaping between the outbuilding and Acacia Drive is recommended as a condition of planning approval.

Local Planning Policy No.5 Outbuildings in the Rural Small Holding and Rural Conservation Zones (LPP5)

“The primary objectives of this Policy are to:

- 1. Recognise the unique characteristics of rural residential development within the shire as it relates to outbuilding size and construction.*
- 2. Provide Acceptable Development standards for outbuildings in rural residential areas.”*

The table below shows the applicable requirements.

	Maximum Height (metres)	Wall	Maximum Height (metres)	Ridge	Maximum floor area (aggregate)
Requirements for Rural Residential < 2ha lot size	3.8		4.5		150m ²
Proposed	4.0		5.08		224m ²

The proposed outbuilding seeks a variation on the maximum floor area, wall and roof height.

Council adopted a draft review of LPP5 that further described the considerations of Council when considering a relaxation to the policy requirements.

The Policy states that *'Any variations to the policy will require the applicant to demonstrate exceptional circumstances as to why the policy should be relaxed; and*

Assessment of the application will require consultation with adjoining and affected landowners.'

The Policy outlines matters to be taken into consideration by Council in considering Policy variations such as:

1. *"Consistency with the primary objectives of this Policy;*
2. *The likely impact on the amenity of the locality and adjoining properties including:*
 - *The visibility of the proposed outbuilding(s) as viewed from a street, public space or neighbouring property;*
 - *The need for removal of any native vegetation or major trees;*
 - *Preservation of useable on site open space areas;*
 - *The ability for the outbuilding(s) to be screened by existing or proposed landscaping; and/or*
 - *The impact of the development on streetscape and the character of the area.*
3. *Whether support for the application will set an undesirable precedent for similar sized outbuildings on surrounding lots;*
4. *Comments from adjacent neighbours/landowners;*
5. *Where a variation to the maximum area and/or height is requested that the applicant demonstrates that the outbuilding is essential for storage of goods or vehicles that the applicant has demonstrated they own;*
6. *The objectives of the zone;*
7. *All relevant general matters as set out in Clause 10.2 of the Scheme; and*
8. *Any other matter considered relevant by the Council."*

Whilst there is a question of precedent whenever Council makes a decision to vary a Policy, it is important that Council recognises that the Policy is a guideline only and each application still needs to be based on its individual merit. The main considerations in examining the proposed outbuilding are increased floor area, height, visual impact, amenity and streetscape.

It is recommended that Council approve the oversized outbuilding application for the following reasons:

1. The application has been referred to adjacent landowners and no objections were received;
2. The colour of the outbuilding is to blend with the existing house and there will be no use of reflective materials;
3. The applicant has demonstrated that they have a requirement for additional storage space and a workshop area. It may be better for all of these items to be stored out of sight and out of the weather; and
4. The short end of the outbuilding presents to the street and this can be softened through the use of landscaping as a condition of planning approval.

Conclusion

The proposed outbuilding requests a reduced street setback and concessions on floor area, wall and roof height.

The reduced street setback is supported as Acacia Drive is a secondary street, neighbours support was received, the proposed location will not affect neighbouring

landowner's views and the effect on the streetscape can be softened with additional landscaping.

The additional floor space, wall and roof height are supported in this instance as the applicant has proved need, supporting neighbours comments, colours that blend with the existing house and additional landscaping.

Consultation:

Relaxations of Scheme and Local Planning Policy development standards require referral to affected landowners for comment.

The applicant provided supporting comments from neighbouring landowners.

Statutory Obligations:

The Shire of Ravensthorpe Town Planning Scheme No.5 is an operative local planning scheme under the Planning and Development Act 2005.

The present policy 'Outbuildings in the Rural Conservation & Rural Small Holding Zones' is an adopted policy under Part 2 of the Scheme. The powers of an adopted policy are set out in clause 2.3 below:

2.3 Relationship of Local Planning Policies to Scheme

2.3.1 If a provision of a Local Planning Policy is inconsistent with the Scheme, the Scheme prevails.

2.3.2 A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.

The applicant has a right of review to the State Administrative Tribunal if aggrieved by any decision made by the Council.

Policy Implications:

As described in the body of this report.

Budget / Financial Implications:

The applicant has included the appropriate planning application fee as determined under the 2011/2012 Schedule of Fees and Charges.

Should Council refuse the application and the applicant decide to appeal the matter to the State Administrative Tribunal, there would be costs to defend any appeal. The amount of those costs cannot be determined at this time.

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority

OFFICER RECOMMENDATION

ITEM 10.2.2

That Council;

1. Approve the application for an outbuilding on Lot 639 Acacia Drive, Hopetoun subject to the following conditions:
 - a) The outbuilding being used for domestic storage only and not for human habitation.
 - b) All stormwater from roofed and paved areas shall be collected and disposed of on-site to the satisfaction of Council.
 - c) The walls and roof of the outbuilding are to be constructed in non-reflective materials that blend with the approved dwelling.
 - d) The owner/applicant is to submit a landscaping and reticulation plan for the introduction of landscaping strip along the eastern boundary of the property and immediately adjacent to the outbuilding in order to screen the outbuilding from the street and neighbouring properties, prior to the issue of a building licence. The plans shall show the species and quantity of all plant types to be planted.
 - e) The area of land to be landscaped being developed prior to, or concurrently with, the practical completion of the outbuilding. All landscaped areas are to be maintained in good condition thereafter.
2. Advise the applicant that;
 - (i) Planning approval should not be construed as an approval to commence works as a separate building licence is also required.
 - (ii) The landscaping plan required by condition (d) of this approval should detail the plants to be used, the manner in which they will be reticulated and not include the following species:

Pampas Grass, Watsonia, Purple Senecio, Sydney golden wattle, Victorian tea tree, Dolichos pea, Blackberry, Bridal creeper, Taylorina, Arum lily and Gorse.

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.2.2
Moved: Cr Norman	Seconded: Cr Dunlop
That Council;	
<p>1. Approve the application for an outbuilding on Lot 639 Acacia Drive, Hopetoun subject to the following conditions:</p> <ul style="list-style-type: none"> a) The outbuilding being used for domestic storage only and not for commercial or industrial use or human habitation. b) All stormwater from roofed and paved areas shall be collected and disposed of on-site to the satisfaction of Council. c) The walls and roof of the outbuilding are to be constructed in non-reflective materials that blend with the approved dwelling. d) The owner/applicant is to submit a landscaping and reticulation plan for the introduction of landscaping strip along the eastern boundary of the property and immediately adjacent to the outbuilding in order to screen the outbuilding from the street and neighbouring properties, prior to the issue of a building licence. The plans shall show the species and quantity of all plant types to be planted. e) The area of land to be landscaped being developed prior to, or concurrently with, the practical completion of the outbuilding. All landscaped areas are to be maintained in good condition thereafter. <p>2. Advise the applicant that;</p> <ul style="list-style-type: none"> (i) Planning approval should not be construed as an approval to commence works as a separate building licence is also required. (ii) The landscaping plan required by condition (d) of this approval should detail the plants to be used, the manner in which they will be reticulated and not include the following species: Pampas Grass, Watsonia, Purple Senecio, Sydney golden wattle, Victorian tea tree, Dolichos pea, Blackberry, Bridal creeper, Taylorina, Arum lily and Gorse. 	
Carried: 6/0	Res: 201 /11

10.2.3 EXPLORATION ACTIVITIES - JERDACUTTUP & MUNGLINUP LOCALITIES

File Ref:	5.2.3.003
Applicant:	Tectonic Resources NL
Location:	Not applicable
Disclosure of Officer Interest:	Road reserves in Jerdacuttup & Munglinup localities
Date:	12 September 2011
Author:	Craig Pursey – Planning Officer
Authorising Officer:	Pascoe Durtanovich - CEO
Attachments:	Yes – Plans & Correspondence from Applicant

Summary:

Council has received correspondence from Tectonic Resources seeking Council's permission to commence exploration drilling in a variety of road reserves adjacent to their mining exploration lease areas in the Jerdacuttup and Mungliinup localities.

It is recommended Council advise Tectonic Resources that the proposal is supported.

Background:

Council considered an application from Tectonic Resources to drill a number of 'RAB' holes in the Middle and Tamarine Road road reserves in December 2010. At this meeting it was resolved as follows:

"That Council grant consent to Tectonic Resources NL to commence exploration activities in the western end of Middle Road and Tamarine Road subject to any direct environmental impacts being minimised and mitigated to Council's satisfaction."

This appears to have been successfully executed with no objections from surrounding landowners.

Comment:

Tectonic Resources is seeking Council approval to conduct up to 138 test holes in road reserves adjacent to their exploration licences in the Munginup and Jerdacuttup localities. A plan of the test hole locations is attached to this report, along with an explanatory letter and report.

If supported, Tectonic Resources have made the following commitments:

- *"Staff have completed BWTM (basic worksite traffic management training)*
- *Signage is appropriately placed on the road to indicate workers are working near/on the road verge.*
- *Drill holes individually positioned so as not to interfere with traffic flow*
- *Hazard minimization to road users and Tectonic employees, by removing bags off the road reserve for any holes drilled adjacent to the road on the day the hole was completed.*
- *Drill locations have actually been physically pre-checked for appropriateness in terms of visibility and minimization of disturbance to road users and native vegetation.*
- *The company would notify land holders of any drilling likely to affect access to their property before commencement of any hole.*

- *To minimize road disturbance Tectonic would not drill during harvest period.*
- *Rehabilitation would be by way of;*
 1. *removing all rubbish generated from the program immediately upon finishing each hole.*
 2. *.drill holes collars are rehabilitated and back filled (no open holes left on site) immediately upon completion of the hole.*
 3. *Six months after drilling has occurred the hole collars will be rechecked to ensure the rehabilitation criteria have been met.*
 4. *Bags would be only temporarily left on the verge where no hazard was posed to road users. Alternately, if no suitable site was available for bags, they would be either transported to a private storage area, or alternately temporarily in an unused gravel pit approved by the shire for that purpose.*
- *Tectonic are aware there are phone cables in the vicinity of some of the hole locations. Tectonic are registered with Dial Before you Dig and would check hole locations for power/cable/water before any hole is drilled.*

- *No earth movement or vegetation clearing is required for this program to be undertaken. The drill rig requires a maximum 4.5m width for travel and 5m width during operation.*
- *If groundwater is intersected, Tectonic will happy provide field water quality data (pH, salinity) to the Shire and landowners, as the information may assist in the identification of future underground water resources.”*

It is understood that no vegetation removal is required to facilitate the proposal.

Consultation:

Not applicable.

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

Environmental:

There are no known significant environmental considerations.

Economic:

There are no known significant economic considerations.

Social:

There are no known significant social considerations.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.2.3
Moved: Cr Tilbrook	Seconded: Cr Goldfinch
That Council grant consent to Tectonic Resources NL to commence exploration activities in the various road reserves in the Jerdacuttup and Munglinup localities in accordance with the plans and application letter dated 30 August 2011 subject to any direct environmental impacts being minimised and mitigated to Council's satisfaction.	
Carried: 6/0	Res: 202 /11

10.2.4 PROPOSED DIESEL STOP (SERVICE STATION) – LOTS 212, 213 & 214 MORGANS STREET, RAVESTHORPE

File Ref:	13.0.0MOR036
Applicant:	Caltex Oil (Australia) Pty Ltd
Location:	Lots 212, 213 & 214 Morgans Street, Ravensthorpe
Disclosure of Officer Interest:	None
Date:	13 September 2011
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich - CEO
Attachments:	Plans and supporting letter

Summary:

Caltex Oil (Australia) is proposing to relocate the recently closed diesel stop on the corner of Queen and Morgans Streets to their own property at Lots 212, 213 & 214 Morgans Street.

A diesel stop is assessed as a 'Service Station'. The subject site is zoned 'Light and Service Industry'. A service station is a discretionary land use in this zone.

The proposed diesel stop will upgrade the existing site with sealed crossovers, landscaping and new fencing. It appears to meet the requirements of the Scheme and conditional approval is recommended.

Background:***Site Description***

Lots 212, 213 & 214 Morgans Street, Ravensthorpe (the subject site) are 1012m² in area each giving a combined site area of 3036m². Lots 212 & 213 are already developed as a fuel depot for the storage and distribution of petroleum products.

Lot 214 is currently used as a storage yard for the adjacent Ravensthorpe agencies.



Zoning

The subject site is zoned 'Light and Service Industry' under the Shire of Ravensthorpe Town Planning Scheme No.5 (the Scheme). A Diesel Stop is assessed as a 'Service Station' under the Scheme being land use with the closest definition in the Scheme. A service station is defined in the Scheme as:

“service station” means premises used for the retail sale of petroleum products and motor vehicle accessories and goods of an incidental/convenience retail nature, and for carrying out greasing, tyre repairs or minor mechanical repairs to motor vehicles, but does not include a transport depot, panel beating, spray painting, major repairs or wrecking.

A 'service station' is a discretionary land use in the 'Light and Service Industry' zone.

Comment:

Application

Caltex are proposing to add the diesel stop to the existing fuel depot. The diesel stop consists of a fuel bowser and credit card swipe.

No change is proposed to the existing fuel depot, the diesel stop is to be located between the depot and Morgans Street.

The proposed diesel stop includes the following:

- *Widening the western Crossover in accordance with Main Roads Western Australia's specification, to allow for safe and ease of access only for large vehicles entering the lot.*
- *Upgrading of the crossover to Lot 214 in accordance with Main Roads Western Australia's specification. This cross over will provide safe and easy egress only from the site for large vehicles.*
- *Semi circular compacted hard stand drive to cater for full turning circle of large vehicles.*
- *1 x dual high flow and super high flow diesel pump and lines connecting to the diesel tank within the depot area*

- *Concrete spill containment pad at truck fill with connection to existing triple interceptor*
- *Solid "Colour Bond" fence between Diesel Stop and Depot facilities, providing a more attractive presentation to Morgans Street.*
- *Landscaping, lighting and new signage within the arc at the front of the site will also improving the presentation of the site.*

New 'ID Signage" and directional signage is proposed. The ID signage is a pylon sign advertising the Caltex brand and providing the price of fuel as required under separate legislation.

The directional signage is intended to enforce the one way traffic flows through the site.

A full copy of the plans and supporting documentation is attached to this report.

Scheme Requirements

As discussed above, a 'service station' is a discretionary' land use in the 'Light and Service Industry'; zone.

The objective for the Light and Service Industry zone is:

"To provide for light and service industries and associated uses which are compatible with adjacent residential uses."

The proposed diesel stop is some distance from the residential areas at the rear of the site and well buffered by the existing depot. It is a necessary service and an acceptable land use in this zone.

Clause 5.7 sets out the development standards for specific land uses in the Scheme. The relevant parts of this are set out in the table below.

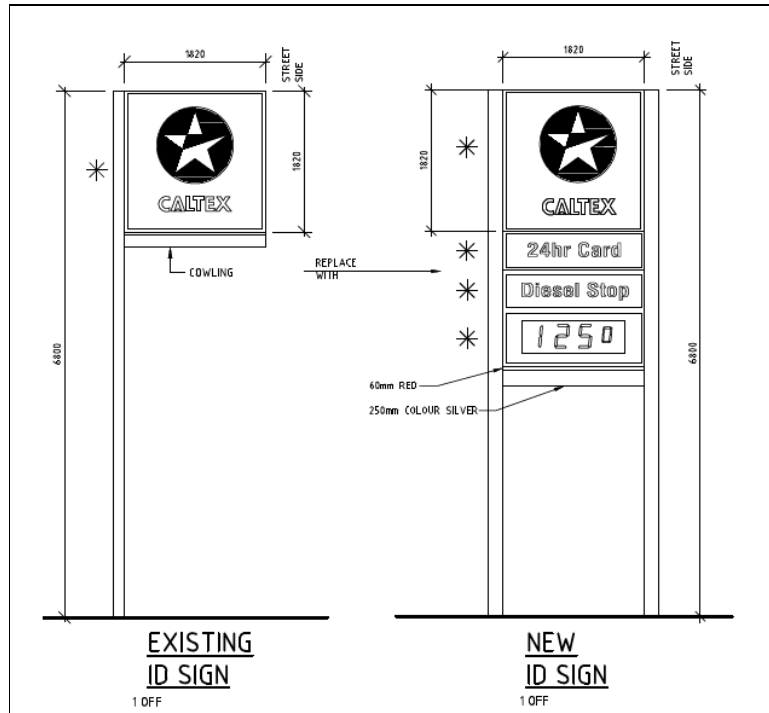
Scheme requirement	Proposed	Compliance
7.5m front setback	4.0m to the fuel bowsers	Relaxation required. The infrastructure proposed will not impose on the streetscape. Additional landscaping of the setback area and road reserve will assist in softening any impact.
7.5m rear setback	~40m	Complies
5% landscaped area	~100m ² or 3% inside the property boundary	Relaxation required. Some landscaping within the Morgans Street road reserve is proposed which will add to the effective landscaped area and improve the amenity of the site
1 for every working bay and 1 for every person employed on the site	None	The diesel stop is a fully automated facility with no requirement to provide parking for staff. The existing depot will occasionally require staff and parking should be provided for this facility.

Other requirements

The subject site is located on Morgans Street, a Main Roads WA controlled road. The application was referred to Main Roads WA for comment. Main Roads raised no

objection to the proposal provided that the crossovers were to their satisfaction and specification.

The 'ID Signage' proposed is not an 'exempted sign' and requires the planning approval of Council. However the majority of the sign already exists and only additional identification of the 24hour service, diesel stop and price of fuel are being added. See below for the changes proposed.



Proposed signage (Caltex 2011)

Conclusion

The applicant has lodged reasonably comprehensive documentation and plans that address the Scheme requirements and those of Main Roads WA. Additional landscaping at the front of the development, plus a screen fence in front of the existing depot will improve the amenity of the site.

Conditional approval is recommended.

Consultation:

Main Roads WA were referred the application for comment, as discussed above.

Statutory Obligations:

The Shire of Ravensthorpe Town Planning Scheme No.5 is an operative local planning scheme under the Planning and Development Act 2005.

The land is zoned "Light and Service Industry" where service station is a 'D' use.

The applicant has a right of review to the State Administrative Tribunal if aggrieved by any decision made by the Council.

Policy Implications:

None apply.

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

Environmental:

There are no known significant environmental considerations.

Economic:

There are no known significant economic considerations.

Social:

There are no known significant social considerations.

Voting Requirements:

Simple Majority

OFFICER RECOMMENDATION

ITEM 10.2.4

That Council;

1. Approve the application for a s service station (diesel stop) and associated signage at Lots 212, 213 and 214 Morgans Street, Ravensthorpe subject to the following conditions:
 - a) All stormwater from roofed and paved areas shall be collected and disposed of on-site to the satisfaction of Council.
 - b) The owner/applicant is to submit a landscaping and reticulation plan for the introduction of landscaping strip along the Morgans Street frontage and adjacent road reserve, prior to the issue of a building licence. The plans shall show the species and quantity of all plant types to be planted.
 - c) The area of land to be landscaped being developed prior to, or concurrently with, the practical completion of the development. All landscaped areas are to be maintained in good condition thereafter.
 - d) The new crossover being constructed to Main Roads WA specifications, levels and satisfaction.
 - e) Any existing crossovers not included as part of the proposed development on the approved plan being closed and the kerb, footpath and the verge reinstated.
 - f) Amalgamation of lots 212, 213 and 214 being finalised on a Deposited Plan prior to the occupation of the site.
 - g) Vehicular manoeuvring and circulation areas indicated on the approved plan being constructed, properly drained and sealed to the satisfaction of Council.
 - h) The loading and unloading of goods to and from the premises shall be carried on entirely within the site at all times and shall be undertaken in a manner so as to cause minimum interference with other vehicular traffic.
2. Advise the applicant that;
 - a. Planning approval should not be construed as an approval to commence works as a separate building licence is also required.
 - b. The landscaping plan required by condition (b) of this approval should detail the plants to be used, the manner in which they will be reticulated and not include the following species:
Pampas Grass, Watsonia, Purple Senecio, Sydney golden wattle, Victorian tea tree, Dolichos pea, Blackberry, Bridal creeper, Taylorina, Arum lily and Gorse.
 - c. A permit from Main Roads WA is required prior to any work being carried out within the Morgans Street road reserve.

COUNCIL DECISION AND OFFICER ALTERNATIVE
RECOMMENDATION

ITEM 10.2.4

Moved: Cr Tilbrook

Seconded: Cr Lansdown

That Council;

1. Approve the application for a service station (diesel stop) and associated signage at Lots 212, 213 and 214 Morgans Street, Ravensthorpe subject to the following conditions:
 - a) All runoff from impervious surfaces being contained within the property and disposed of to Council's satisfaction.
 - b) The owner/applicant is to submit a landscaping and reticulation plan for the introduction of landscaping strip along the Morgans Street frontage and adjacent road reserve, prior to the issue of a building licence. The plans shall show the species and quantity of all plant types to be planted.
 - c) The area of land to be landscaped being developed prior to, or concurrently with, the practical completion of the development. All landscaped areas are to be maintained in good condition thereafter.
 - d) The new crossover being constructed to Main Roads WA specifications, levels and satisfaction.
 - e) Any existing crossovers not included as part of the proposed development on the approved plan being closed and the kerb, footpath and the verge reinstated.
 - f) Amalgamation of lots 212, 213 and 214 being finalised on a Deposited Plan prior to the occupation of the site.
 - g) Vehicular manoeuvring and circulation areas indicated on the approved plan being constructed, properly drained and sealed to the satisfaction of Council.
 - h) The loading and unloading of goods to and from the premises shall be carried on entirely within the site at all times and shall be undertaken in a manner so as to cause minimum interference with other vehicular traffic.
 - i) Street lighting is to be provided at the applicant's cost to Council's satisfaction and specification to improve the intersection lighting at the western-most crossover.
2. Advise the applicant that;
 - a. The drainage measures required by condition (a) require that the stormwater is managed on site before being discharged into the Shire's district system. Measures of how this may be achieved should be provided prior to lodgement of a building licence.
 - b. Planning approval should not be construed as an approval to commence works as a separate building licence is also required.
 - c. The landscaping plan required by condition (b) of this approval should detail the plants to be used, the manner in which they will be reticulated and not include the following species:
Pampas Grass, Watsonia, Purple Senecio, Sydney golden wattle, Victorian tea tree, Dolichos pea, Blackberry, Bridal creeper, Taylorina, Arum lily and Gorse.
 - d. A permit from Main Roads WA is required prior to any work being carried out within the Morgans Street road reserve.

Carried: 4/2

Res: 203 /11

APPLICATION FOR PLANNING APPROVAL FOR A PLUMBING BUSINESS 10.2.5 (LIGHT INDUSTRY) AND CARETAKER DWELLING LOT 642 (103) MORGANS STREET, RAVENSTHORPE
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File Ref:	13.0.0MOR103
Applicant:	Mr Peter Smith
Location:	Lot 642 (103) Morgans Street, Ravensthorpe
Disclosure of Officer Interest:	None
Date:	13 September 2011
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich - CEO
Attachments:	Site, floor & elevation plans Supporting letter from applicant Main Roads WA comment

Summary:

Council considered an application for a shed and caretakers dwelling at the meeting of 24 March 2011 where it resolved to not grant approval. The reasoning for this included the excessive size of the building, adverse impact on the main street, all access being from the rear laneway and that the type of building proposed was more suitably located in the 'Industry' zone.

The applicant has lodged revised plans seeking to address Council's concerns. The new design addresses the street and complies with the various applicable Scheme provisions.

It is recommended that Council issue a conditional planning approval for the proposed Light Industry and Caretaker's Residence.

Background:**Site Description**

Lot 642 (103) Morgans Street, Ravensthorpe (Lot 642) is 1012m² in area and is developed with a dilapidated outbuilding (to be demolished). There is some existing vegetation on the lot to the rear of the site consisting of some reasonable sized native trees.

The site fronts a portion of Morgans Street identified by Main Roads WA as unsuitable for additional driveways due to the steep nature of the road and the large vehicles that use it. The lot is also accessed from a rear Right of Way (R.O.W.) that also services residential properties to the north.

Lot 642 is zoned 'Town Centre' under the Shire of Ravensthorpe Town Planning Scheme No.5 (the Scheme).

A site plan is provided overleaf.



Subject Site edged in red (LandGate 2007)

Previous Consideration

Council considered an application for a Light Industry & Caretaker's Residence at their meeting of 24th March 2011 where it was resolved as follows:

"That planning approval not be granted for the construction of a shed on Lot 642 (103) Morgans Street, Ravensthorpe.

Reasons for Change to Council decision and Officer recommendation:

- *Excessive size of the building*
- *Adverse impact on main street frontage.*
- *All access through laneway.*
- *This type of building is more appropriate in the industrial zone."*

Comment:

Application

An application has been lodged for a plumbing business to operate from Lot 642. The application consists of:

- Shed (comprising concrete pad and mezzanine level)
- An office fronting Morgans Street within the shed
- Mezzanine level of building to function as Caretaker's Dwelling
- Side and rear fencing
- Ancillary uses such as a low retaining wall setback 1.5m from the front boundary to level the site, vehicle access and parking, landscaping.

The application is also seeking approval for Light Industrial use. The owner wishes to commence a Wholesale Plumbing business within the proposed building. The front of

the building will be an office and the rear will be used to mainly store his supplies for his business.

The dimensions of the proposed building are 15.28m by 19.84m, comprising an area of 303m². The shed will be constructed of colourbond in 'Deep Ocean' colour and will feature a gabled roof.

The façade is now constructed of brick, with a door and windows breaking up the façade. A full length verandah completes the Morgans Street frontage. The front is to be accessed by pedestrians from Morgans Street by a set of stairs directly to the front door and by a ramp from the western edge of the site.

Vehicular access is from the rear of the site via the R.O.W. with an exit onto Morgans Street.

The frontage is to be landscaped with native vegetation and the large trees at the rear of the site are to be retained.

Revised plans and description of the development has been provided by the applicant and these are attached to this report.

Scheme Requirements

Under the Shire of Ravensthorpe Town Planning Scheme No.5 (the Scheme), the subject land is within the "Town Centre" zone. The objective of this zone is:

To provide for retail shopping, office and commercial development and social, recreational and community activities servicing the town as a whole.

In terms of the above objectives, the land use could qualify as a commercial development that will provide services to the town as a whole and should be classified "Industry-Light".

Industry-Light means an industry:

- *In which the processes carried on, the machinery used, and the goods and commodities carried to and from the premises, will not cause any injury to, or will not adversely affect the amenity of the locality; and*
- *The establishment of which will not, or the conduct of which does not, impose an undue load on any existing or proposed service for the supply or provision of water, gas, electricity, sewerage facilities, or any other like services.*

Under the "Town Centre" zone "Industry-Light" is a "D", meaning the use is not permitted unless the local government has exercised its discretion by granting planning approval.

The Town Planning Scheme requires car parking at a ratio of 1 space for every 50m² of gross floor area, therefore in this instance a minimum of six car parking bays are required.

The proposed development also includes caretaker facilities.

A caretakers dwelling is also classified as a 'D' use within this zone. The scheme sets out provisions for the development of caretakers dwellings within the Industry and Light & Service Industry zones. While not strictly applicable in the Town Centre zone, the application generally complies with the scheme requirements in this regard.

Assessment

Council refused a previous application on this site for the following reasons:

- *Excessive size of the building*
- *Adverse impact on main street frontage.*
- *All access through laneway.*
- *This type of building is more appropriate in the industrial zone.”*

The new application has sought to address these concerns in the following manner:

- Whilst the size of the shed remains the same, the breaking up of the façade with a full length verandah and brickwork will soften the effect on the streetscape.
- The building is 303m², this constitutes a site coverage of approximately 33% which is reasonably modest in a zoning like ‘Town Centre’ where the Scheme does not stipulate maximum site coverage.
- The height of the building is somewhere between a single and two storey building.
- The retention of the existing large trees and the introduction of landscaping across the frontage will also assist in breaking up the building bulk.
- Access to the site must be from the rear R.O.W. The application was referred to Main Roads WA for comment. Main Roads WA supported the use of the ROW for access and do not object to the one way exit onto Morgans Street.
- Industry-Light is a discretionary land use in the Town Centre zoning and must be assessed on its merits.

The proposed Industry-Light and Caretaker’s Residence generally complies with the Scheme requirements and is an improvement on the previously submitted plans. Conditional approval is recommended.

Consultation:

Not applicable.

Statutory Obligations:

The Shire of Ravensthorpe Town Planning Scheme No.5 is an operative local planning scheme under the Planning and Development Act 2005.

The land is zoned “Town Centre” where Industry-Light and Caretaker Dwelling is a ‘D’ use.

The applicant has a right of review to the State Administrative Tribunal if aggrieved by any decision made by the Council.

Policy Implications:

Local Planning Policy No.18 – Use of Rights of Way applies.

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:**Environmental:**

There are no known significant environmental considerations.

Economic:

There are no known significant economic considerations.

Social:

There are no known significant social considerations.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION**Item 10.2.5****Moved: Cr Tilbrook****Seconded: Cr Townsend**

That Council,

1. Approve the application for an Industry-Light, Office and Caretakers (Forman Brothers Plumbing) on Lot 642 (103) Morgans Street, Ravensthorpe, subject to the following conditions:
 - a) The development must substantially commenced within two years from the date of this decision letter.
 - b) The development taking place in accordance with the approved plans.
 - c) Vehicular access to the development shall be via the rear laneway only. There is to be no direct vehicular access from Morgans Street to the development.
 - d) Appropriate signage is to be installed limiting vehicular access to Morgans Street as 'exit only'.
 - e) Prior to occupation of the development, satisfactory arrangements being made for the right of way from Hosking Street to the end of Lot 642 (103) Morgans Street to be constructed to the satisfaction of the Council.
 - f) Prior to occupation of the development, the car parking and loading area, and vehicle access and circulation areas shown on the approved site plan, including the provision of disabled car parking, is to be constructed, drained and line marked to the satisfaction of the Council.
 - g) All car parking/loading areas and vehicle access and circulation areas are to be maintained and available for car parking/loading and vehicle access on an ongoing basis to the satisfaction of the Council.
 - h) Prior to the commencement of development, a detailed landscaping plan is to be submitted to and approved by the Chief Executive Officer.
 - i) Prior to occupation, landscaping is to be completed in accordance with the approved plans or any approved modifications thereto to the satisfaction of the Council.

- j) All landscaped areas are to be maintained on an ongoing basis to the satisfaction of the Council.
 - k) The large trees at the rear of the site being retained.
 - l) Prior to occupation, the development shall be screened from view from any neighbouring property to the satisfaction of the Council.
 - m) Storm water shall be discharged in a manner to the satisfaction of the Manager Engineering Services.
 - n) Prior to occupation, the development shall be connected to an approved effluent disposal system to the specifications of the Council.
 - o) The ROW will not be used for the loading and unloading of goods and materials that will block public access to the ROW.
 - p) The caretaker accommodation be restricted to a maximum footprint of 120sq metres.
2. Advise the applicant that;
- a. Planning approval should not be construed as an approval to commence works as a separate building licence is also required.
 - b. The landscaping plan required by condition (h) of this approval should detail the plants to be used, the manner in which they will be reticulated and not include the following species:
Pampas Grass, Watsonia, Purple Senecio, Sydney golden wattle, Victorian tea tree, Dolichos pea, Blackberry, Bridal creeper, Taylorina, Arum lily and Gorse.
 - c. A permit from Main Roads WA is required prior to any work being carried out within the Morgans Street road reserve.

Carried: 6/0

Res: 204 /11

10.2.6 DRAFT LOCAL PLANNING POLICY 5 - 'OUTBUILDINGS IN THE RURAL CONSERVATION & RURAL SMALL HOLDING ZONES'
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File Ref:

Applicant: Not applicable

Location: Not applicable

Disclosure of Officer Interest: None

Date: 12 September 2011

Author: Craig Pursey, Planning Officer

Authorising Officer: P Durtanovich (Chief Executive Officer)

Attachments: Yes – Draft Revised Local Planning Policy No 5

Summary:

Council is to consider final adoption of (Draft) Local Planning Policy No.5 - 'Outbuildings in the Rural Conservation & Rural Small Holding Zones', with or without modifications.

The Policy has been advertised and no submissions were received.

Support for the Local Planning Policy is recommended with minor modifications.

Background:

Council adopted Draft Local Planning Policy No5 - 'Outbuildings in the Rural Conservation & Rural Small Holding Zones' (LPP5) for the purpose of initiating public consultation in July 2011 (refer Item 10.2.5 – 21 July 2011). At this meeting Council resolved as follows:

"That Council,

- 1) In accordance with Clause 2.4.1 of Town Planning Scheme No. 5 adopts the draft revised Local Planning Scheme Policy 'Outbuildings in the Rural Conservation & Rural Small Holding Zones' and:*
- 2) Advertise the draft in the local newspaper for a period of 21 days for public inspection and comment."*

Consultation:

The Policy has been advertised in accordance with Clause 2.4.1 of the Shire of Ravensthorpe Local Planning Scheme No 5 ('the Scheme').

Advertising finished in 22 August 2011 and no written submissions were received. However, discussions with a local builder raised a number of relevant issues regarding maximum wall height and roof height that are addressed below.

Comment:

The review of LPP5 recommended that the existing Policy is largely retained with the following exceptions:

- Additional clauses added to clarify what Council would assess any proposed variation against;
- Clarification added that outbuildings are considered ancillary to a dwelling or other land use; and
- Consider outbuilding applications lodged as part of another land use such as a rural pursuit or intensive agriculture appropriately.

No submissions were received on the proposed changes and support for the new clauses is recommended.

Wall and Roof Height

During the advertising period a local builder verbally raised issue with the maximum permitted wall and roof height in the Policy. The Policy currently states:

"5.2 Height

A maximum wall height of 3.8 metres above natural ground level applies.

A maximum roof ridge height of 4.5 metres above natural ground level applies where outbuildings are proposed to be constructed up to a width of 10 metres or less.

Where outbuildings are proposed to be constructed to a wall height of 3.8 metres and to a width greater than 10 metres, a roof ridge height shall be assumed at a 10 degree pitch.

Any outbuilding that does not meet the above wall and ridge height limitations will require the approval of full Council.”

Comments were received that standard outbuildings available from the majority of shed builders, do not have a 3.8m high wall; it is either 3.6m or 4.2m. Investigation of various websites and shed companies shows that the maximum wall heights can be simply varied and that most appear to supply to demand. No change to the maximum wall height is recommended.

However, the standard minimum pitch of a roof is a 11 degree pitch not 10 degree pitch as is currently the rule. It is recommended that the clause 5.2 be amended to replace all reference to a 10 degree pitch with an 11 degree pitch.

Statutory Obligations:

Part 2 of the Scheme provides for the preparation of Local Planning Policies.

Clause 2.4.1 requires all Local Planning Policies to be advertised for a period of 21 days, and specifies methods available for advertising.

Policy Implications:

If adopted by Council the Policy will become an adopted Local Planning Policy under Town Planning Scheme No.5 and will apply to proposals for outbuildings in the Rural Small Holding and Rural Conservation zones as set out in the Policy.

Budget / Financial Implications:

The cost of advertising and referral of the draft policy were met within the existing budget.

Strategic Implications:

The Policy will act as a tool to guide future development.

Sustainability Implications:

Environmental:

There are no known significant environmental considerations.

Economic:

There are no known significant economic considerations.

Social:

There are no known significant social considerations.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.2.6
Moved: Cr Lansdown	Seconded: Cr Norman
That Council:	
<ol style="list-style-type: none"> 1. Modify Local Planning Policy No 5 – ‘Outbuildings in the Rural Conservation & Rural Small Holding Zones’ by amending clause 5.2 to refer to a maximum roof pitch of 11 degrees. 2. Adopt the revised Local Planning Policy No 5 – ‘Outbuildings in the Rural Conservation & Rural Small Holding Zones’ for final approval, pursuant to Clause 2.2 of the Shire of Ravensthorpe Town Planning Scheme No 5. 3. Publish a public notice in an official newspaper circulating in the area to notify the public that Council has adopted Local Planning Policy No 5 in accordance with Clause 2.4.3 of the Shire of Ravensthorpe Town Planning Scheme No 5. 	
Carried: 6/0	Res: 205 /11

10.2.7 DRAFT CULHAM INLET – EASTERN FORESHORE MANAGEMENT PLAN

File Ref:	RES34998
Applicant:	Not applicable
Location:	Culham Inlet eastern foreshore
Disclosure of Officer Interest:	None
Date:	14 September 2011
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich - CEO
Attachments:	Executive Summary of Management Plan Table 1 – Summary of proposed actions (Draft Culham Inlet Management Plan Series of Plans showing proposed actions under the Management Plan.

Summary:

- The draft “Culham Inlet – Eastern Foreshore Management Plan” (the Management Plan) has been prepared by consultants on behalf of the Culham Inlet Management Group (CMIG) and is currently being advertised for public comment.
- The Draft Management Plan makes a series of recommendations that require Council’s involvement, staff resources, funding and ongoing maintenance.
- General support for the Plan with is recommended with a number of small modifications.

Background:

Council supported the drafting of the Culham Inlet Management Plan at its meeting of 18 February 2010 where it was resolved as follows:

“That Council:-

- 1. Support the preparation of a Management Plan for Reserve 34998 off Hamersley Drive, Hopetoun; and*
- 2. Advise the Department of Water, the Culham Inlet Management Group and the Ravensthorpe Agriculture Initiative Network accordingly.”*

The Management Plan has been prepared by Aurora Environmental (Albany) on behalf of the CIMG. The CIMG has broad representation from select community members interested in the foreshore and government agencies with a role in managing foreshore areas including the Shire, Department of Environment and Conservation (DEC), Department of Water (DoW), Ravensthorpe Agricultural Initiative Network (RAIN), Councillors, South Coast Natural Resource Management Inc (South Coast NRM), Department of Fisheries and Department of Agriculture and Food (DAFWA).

The preparation of this plan was funded by the Western Australian and Australian Government through South Coast NRM and the Department of Water.

The Culham Inlet Management Group (CIMG) has this vision for the Inlet:

‘Culham Inlet has a natural setting and a diversity of habitats supporting abundant plant and animal populations, with public access that enables enjoyment of, but not damage to, these natural attributes.’

The Management Plan recognises that the eastern foreshore requires active management into the future. It identifies the threats to the foreshore and makes recommendations on a series of management strategies to deal with those threats.

A copy of the summary from the Management Plan and a series of explanatory plans are attached to this report.

The Plan is on public advertising until the 27 September 2011.

Comment:

Whilst the implementation of the Management Plan will be overseen by the CIMG, the Shire has management responsibilities for much of the Reserve network on the eastern foreshore of the Culham Inlet.

There is a summary of the actions proposed by the Management Plan is attached to this report.

A summary of the actions required by Council to support the Management Plan are:

- Officer time in arranging appropriate management of UCL and review purpose of existing reserves;
- Some involvement in rehabilitation of Main Roads depot;
- Improve car parking areas;
- Implement recommended dieback hygiene and weed management practices;

- Implement and maintain recommended signage throughout foreshore area and surrounds;
- Prepare and implement a fire management plan;
- Improve existing access at Phillips River Reserve, including drainage works, construction of parking areas, boat launching and day use area and ongoing maintenance of same;
- Upgrade or construct new parking areas on Hamersley Drive and maintain;
- Seek funding, construct and maintain a bird hide and walk trails from the Hamersley Drive;
- Shire Ranger patrols of visitor areas;
- Implement the recommended foreshore widths when considering development in adjacent private land holdings.

These actions, coupled with the actions of other agencies, will no doubt improve the management and enjoyment of the eastern foreshore of the Culham Inlet and are generally supported. They will bring environmental benefits as well as benefits to the local community and tourists in providing additional facilities like the boat ramp and day use area at Phillips River reserve and the additional parking, bird hide and walk trails at the Hamersley Drive end.

The concerns of staff are the implications for staff resourcing, funding works and most importantly the ongoing maintenance costs involved with providing additional facilities.

Funding can be sought for infrastructure and this is recommended in the Management Plan.

However adopting Management Plans can raise expectations that the Shire will prioritise the implementation of the Management Plan. It should be made clear that the Management Plan is important but the Shire's role in implementing the recommendations, and particularly providing staff time and resources, will need to be weighed against the demands on Council resources as part of the overall financial planning for the Shire.

In recent years, with the advent of Royalties for Regions and other funding sources, it has been easier to access funding for infrastructure projects. The hidden cost in these projects is the ongoing maintenance costs to the Shire.

To its credit the Management Plan acknowledges this in Facilities Action 12. This recommends:

"... that the Shire develop an assets management plan for maintenance and monitoring of infrastructure in the Culham Inlet foreshore area, including:

- *Annual condition checks of infrastructure;*
- *Active monitoring of reserve use by Shire of Ravensthorpe ranger; and*
- *Maintenance and upgrade schedule for infrastructure"*

It is recommended that an additional action be added to the Management Plan, with the 'Project Officer' as the lead, requiring external funding for ongoing maintenance of infrastructure projects be sought.

Consultation:

The Plan is on public advertising until the 27 September 2011.

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

Explained in the body of this report. Staff time, resources, cost of infrastructure and ongoing maintenance of proposed actions.

Strategic Implications:

Nil

Sustainability Implications:

Environmental:

The adoption of the Management Plan will undoubtedly have benefits for the health of the Culham Inlet and surrounding foreshore areas.

Economic:

The additional infrastructure proposed in the Management Plan has potential to increase tourist visitation to the site and bring additional revenue to the locality.

Social:

Day use areas will need regular servicing and monitoring to prevent antisocial behaviour and illegal overnight camping.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION		ITEM 10.2.7
Moved: Cr Lansdown		Seconded: Cr Norman
That Council,		
<ol style="list-style-type: none"> 1. Generally support and the draft Culham Inlet – Eastern Foreshore Management Plan; 2. Recommend that it be made clear in the Management Plan that any commitment of Shire resources will need to be assessed as part of the Shire’s overall financial planning and that the Management Plan will not necessarily be given priority over any other requirements of Council; and 3. An additional action be added to the Management Plan, with the ‘Project Officer’ as the lead, that funding will be sought from external sources wherever possible for the maintenance of infrastructure created through the implementation of the Management Plan. 		
Carried: 6/0		Res: 206 /11

10.3 Manager of Engineering Services

Nil

10.4 Chief Executive Officer

10.4.1	FIRE CONTROL OFFICERS' MEETING – 13 SEPTEMBER 2011
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File Ref:**Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 14 September 2011**Author:** Pascoe Durtanovich – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** Yes - Copy of Minutes

Summary:

Considerations of recommendations from the Shire of Ravensthorpe Bushfire Control Officers' meeting held on the 13 September 2011.

Background:

Nil

Comment:

This is the first meeting under the revised structure of the Fire Advisory Committee.

Consultation:

Not applicable.

Statutory Obligations:

Bushfires Act 1954.

Shire of Ravensthorpe Bushfire Brigades Local Law 2010.

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.4.1
Moved: Cr Townsend	Seconded: Cr Norman
That the Minutes of the Shire of Ravensthorpe Bush Fire Advisory Committee meeting held on 13 September 2011 be received and the recommendations therein be adopted.	
Carried: 6/0	Res: 207 /11

10.4.2 ANNUAL REPORT 2010/2011 & ANNUAL GENERAL MEETING OF ELECTORS**File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 10 September 2011**Author:** Pascoe Durtanovich – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** To be Tabled**Summary:**

Council is required to adopt the Annual Report for 2010/2011 and set a date for the Annual General Meeting of Electors.

Background:

Nil

Comment:

The adoption of the Annual Report and determining a date for the Annual General Meeting of Electors is covered by sections 5.27, 5.53, 5.54 and 5.56 of the Local Government Act.

The draft report is in accordance with the Local Government Act in that it contains:

- A report from the Shire President
- A report from the Chief Executive Officer
- Overview of the Plan for the Future
- The financial report for the 2010/2011 financial year
- The Auditors report for the 2010/2011 financial year
- Information in relation to employees salary
- Other reporting requirements
 - Disability Services
 - National Competition Policy
 - Record Keeping Requirements

In addition to the above the statutory requirements it is intended that electors be updated on various matters such as power, water, heavy haulage route etc.

In accordance with the Local Government Act, the general meeting of electors is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.

Council should endeavour to hold the meeting prior to the October election.

Consultation:

Not applicable.

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION (1)	ITEM 10.4.2
Moved: Cr Lansdown	Seconded: Cr Townsend
That the 2010 / 2011 Annual Report for the year ending 30 June 2011 identified as attachment 10.4.2 be accepted.	
Carried: 6/0	Res: 208 /11

OFFICER RECOMMENDATION (2)	ITEM 10.4.2
That the 2010 / 2011 Annual General Meeting of Electors be held on Thursday 13 October 2011 in the Hopetoun Town Hall commencing 7.30pm.	

COUNCIL DECISION (2)	ITEM 10.4.2
Moved: Cr Townsend	Seconded: Cr Tilbrook
That the 2010 / 2011 Annual General Meeting of Electors be held on Monday 24 October 2011 in the Hopetoun Town Hall commencing 7.30pm.	
Carried: 6/0	Res: 209 /11

10.4.3 ESTABLISHMENT OF A YOUTH ADVISORY COMMITTEE (YAC)

File Ref:	Resolution 138/11
Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	8 th September 2011
Author:	Angela Jess – Manager Recreation Services
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	

Summary:

The establishment of a Youth Advisory Committee (YAC) is a recommendation of Councils Shire of Ravensthorpe Youth Activity Plan 2011-2016.

This report recommends that Council support a Youth Advisory Committee for the Shire of Ravensthorpe.

Background:

Prior community consultation within the Shire of Ravensthorpe has highlighted the need for youth facilities and activities for young people within our Shire. A Youth Activity Plan (YAP) was endorsed by Council in June 2011 as part of the Shire of Ravensthorpe Strategic Plan/Plan for the Future. The formation of a YAC was a recommendation of this plan.

Comment:

The need for a YAP was identified as an objective and funded by the Office of Crime Prevention as a result of a Shire of Ravensthorpe Community Safety Plan (CSP) completed in 2009. In this CSP is a suggested management structure for the YAC.

With the absence of an employed youth officer a strong YAC involving representatives from specific community groups is necessary to progress the objectives of the YAP.

Consultation:

Extensive consultation has been undertaken with target groups resulting in the YAP.

Statutory Obligations:

If the new management structure is approved by Council an incorporated management body would be established. It is not a Council Committee.

Policy Implications:

Nil.

Budget / Financial Implications:

Nil.

Strategic Implications:

The Shire of Ravensthorpe Strategic Plan/Plan for The Future, Action Plan 6.5, Action 118, 121 and 202 refers.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant environmental considerations.
- **Social:**
Formation of a YAC will look after the social needs of our youth with the aim of reducing anti-social behaviour in our communities.

Voting Requirements:

Simple Majority

OFFICER RECOMMENDATION	ITEM 10.4.3
That:	
1. A Youth advisory Committee consisting of representatives from community groups be established:	
Council Responsibilities	
<ul style="list-style-type: none"> • Equipment and public liability insurance. • Storage and management of YAC equipment. • Have one Council representative on the management committee – with voting rights. • Provide initial secretarial assistance via the Manager Recreation Services. • Manage income, expenditure and auditing of accounts. • Incorporation of YAC. 	
Committee Responsibilities	
<ul style="list-style-type: none"> • Collect income for receipting by Council. • Recommend to Council the distribution of profits. • Actively pursue the recommendations of the YAP. • Coordinate activities as per the YAP. • Manage and coordinate working With Children Checks (WWCC) as required. 	
2. Opportunity to join the Management Group to be extended to following groups:	
<ul style="list-style-type: none"> 1 x Council 1 x RECMC 1 x HDRA 1 x Police 1 x Ravensthorpe District High School 1 x Hopetoun Primary School 1 x Hopetoun Progress Association 1 x Ravensthorpe Progress Association 1 x Munglinup Primary School 1 x Jerdacuttup Primary School 1 x Hopetoun CRC 1 x Ravensthorpe CRC 1 x First Quantum Minerals Limited 1 x Galaxy Lithium Limited 1 x Shire of Ravensthorpe - Manager Recreation Services 	

COUNCIL DECISION	ITEM 10.4.3
Moved: Cr Tilbrook	Seconded: Cr Townsend
That this Item be deferred to the October 2011 meeting pending further investigation of the composition of the Management Group.	
Carried: 5/1	Res: 210 /11

10.4.4	DONATION FOR THE 2011 RAVENSTHORPE COMMUNITY BALL
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File Ref:**Applicant:** Not applicable**Location:** Ravensthorpe Entertainment Centre**Disclosure of Officer Interest:** None**Date:** 8th September 2011**Author:** Angela Jess – Manager Recreation Services**Authorising Officer:** Pascoe Durtanovich – Chief Executive Officer**Attachments:****Summary:**

Council is requested to consider a donation of \$500 to go towards expenses for the 2011 Ravensthorpe Community Ball to be held on the 15th October 2011.

Background:

The Ravensthorpe Community Ball is an event that has been held annually for more than a decade.

This event was originally created with the aim of allowing our Year 10 high school children the opportunity to partake in a school formal – an event not possible without the support of the community due to small class numbers. With Ravensthorpe having the only district high school, it involves the children and families of the entire Shire and includes past students from that year group who have left the area to study elsewhere.

It is tradition that the event starts with the debutants being presented to the congregation.

This event is committee run and any profits made go to the hosting not for profit organisation. Over the years, this event has been shared between a number of volunteer groups and this year is being hosted by the Ravensthorpe Tigers Football and Sporting Club.

Comment:

Following the success of 2010, this year's ball will be held once again at the Ravensthorpe Entertainment Centre.

Traditionally, the event is not overly profitable with the costs of providing live entertainment a major expense. Ticket prices have been reviewed once again to assist with this cost although the committee is conscious of keeping the event affordable to the whole community.

This unfortunately makes the hosting of the event less appealing by not for profit groups as there is little reward for their efforts. This popular community event runs the risk of being phased out with a difficulty in securing willing hosts over the last few years.

Sponsors will be recognised in the lead up, and at the actual event.

Consultation:

Not applicable.

Statutory Obligations:

The chief executive officer has delegated authority to donate up to \$200. Given the requested amount is \$500 the matter has been referred to Council.

Policy Implications:

Nil

Budget / Financial Implications:

Funds are available from the donations budget.

Strategic Implications: Nil

Sustainability Implications: Nil

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
Any profits made as a result of this donation will go back to a not for profit organisation in our Shire.
- **Social:**
This is a family friendly community event focused on addressing the social needs of youth in our Shire.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.4.4
Moved: Cr Lansdown	Seconded: Cr Dunlop
That Council approve a donation of \$500 towards expenses for the 2011 Ravensthorpe Community Ball.	
Carried: 6/0	Res: 211 /11

10.4.5 SALARY REVIEW RANGER SERVICES

File Ref:	Personal file
Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	13 September 2011
Author:	Pascoe Durtanovich – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	None

Summary:

A review of the Ranger Services employment conditions was deferred pending information on screening requirements for the Ravensthorpe Airport.

This report recommends the salary level be increased and the employment conditions be varied to accommodate the review.

Background:

Duties associated with the Airport operation have increased with the advent of screening operations, scheduled to recommence in 2012. In addition the officer supervises the ground crew employed by Council.

Comment:

An increase of \$2 per hour for a 38 hour week is recommended, portion of this to be by rent reduction.

Consultation:

Not applicable.

Statutory Obligations:

Local Government Industry Award.

Policy Implications:

Nil

Budget / Financial Implications:

Nil. Funds are available in the airport budget.

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.

- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority

OFFICER RECOMMENDATION	ITEM 10.4. 5
That the conditions of employment applicable to Ranger Services be amended by an increase of \$2 per hour achieved by rental adjustment and salary increase.	

COUNCIL DECISION	ITEM 10.4. 5
Moved: Cr Tilbrook	Seconded: Cr Lansdown
That the conditions of employment applicable to Ranger Services be amended by an increase of \$2 per hour.	
Carried: 6/0	Res: 212 /11

10.4.6 FITZGERALD COAST TOURISM ASSOCIATION BUDGET

File Ref:

Applicant: Not applicable

Location: Not applicable

Disclosure of Officer Interest: None

Date: 10 September 2011

Author: Pascoe Durtanovich – Chief Executive Officer

Authorising Officer: Not applicable

Attachments: Yes – Budget 2011 / 2012

Prior to any consideration of Item 10.4.6 Cr Lansdown made the following declaration:

I am a member of the Tourism Steering Management Committee and as a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merit and vote accordingly.

Prior to any consideration of Item 10.4.6 Cr Goldfinch made the following declaration:

I am a member of the Tourism Steering Management Committee and as a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merit and vote accordingly.

Prior to any consideration of Item 10.4.6 CEO Pascoe Durtanovich made the following declaration:

I am a member of the Tourism Association Committee and as a consequence there may be a perception that my impartiality on this matter may be affected.

Summary:

In accordance with Council requirements the Fitzgerald Coast Tourism Association has submitted their budget for 2011 / 2012. This report recommends the budget be accepted.

Background:

On 16 September 2010, when considering the draft tourism strategy for the Shire of Ravensthorpe, Council adopted a number of motions including the following:

That Council make an annual contribution of \$85,000 to the new Tourism Governance body for operational activities, including the employment of the Tourism Manager, subject to the following conditions:

- 1) *An annual budget being submitted to the Council.*
- 2) *A quarterly operating statement being submitted to the Council.*

The funding programme be for a term of four years, commencing 1 January 2011, or an alternate commencement date as determined by the Chief Executive officer after discussions with the new Governance body.

Comment:

The new governance model was adopted by Council in December 2010, and whilst the Committee has been working it has been mainly on administrative type functions, including the appointment of a Tourism Development Officer.

In terms of the above resolution the starting date is 1 July 2011 therefore the subject budget is for the year 2011 / 2012.

In adopting a balanced budget and with the aim of achieving some progress in implementing the Tourism Strategy and progressing tourism generally the committee has budgeted on receiving \$96,000 from Council, from the government grant rather than \$80,000. This after allowing for the \$30,000 car purchase will reduce the project government funded life from four to three years. In addition to the grant money Council has budgeted \$15,000 contribution.

It should be noted that the Council resolution requires the committee to submit a budget to Council, it is not the intention that the Council approve the budget but at the same time Council has to be confident that the funds are being used effectively.

Consultation:

Not applicable.

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

Following the closure of RNO the State Government made \$345,000 available to the Shire of Ravensthorpe for the employment of a Tourism Development Officer and to prepare a tourism development strategy for the shire. BHP Billiton also contribute \$40,000.

The tourism strategy cost \$65,000, leaving a balance of \$320,000. A further \$30,000 was used to purchase a vehicle for use by the Tourism Development Officer, leaving a final balance of approximately \$290,000.

Strategic Implications:

The Shire of Ravensthorpe Strategic Plan/Plan for the Future, Actions 107,108 and 116 refer to the preparation of a Tourism Development strategy.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
The implementation of the Tourism Strategy will assist in the development of the tourism industry in the Shire which hopefully will add to the economy of the district.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION		ITEM 10.4.6
Moved: Cr Lansdown		Seconded: Cr Townsend
That the 2011/2012 Budget for the Operation of the Fitzgerald Coast Tourism Association be accepted.		
Carried: 6/0		Res: 213 /11

10.4.7 DISPOSAL OF LIGHT VEHICLE

File Ref:

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	13 September 2011
Author:	Pascoe Durtanovich – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	None

Summary:

In view of the fact that the position of Environmental Health Building Surveyor can not be filled it is recommended that Council dispose of the vehicle allocated to this position.

Background:

In February 2011 Council traded four vehicles on four Pajero 4x4 wagons, one of which was allocated to the Environmental Health Building Surveyor position.

Comment:

The cost of the new vehicle was \$45,179. It has travelled 2,500 kms and is valued at \$45,000. It is suggested the vehicle be disposed of and the resulting funds be transferred to the Plant Replacement Reserve.

Consultation:

Not applicable.

Statutory Obligations:

The value is over \$20,000 therefore the disposal has to be advertised. Delegation 020116 authorizes the Chief Executive Officer to accept tenders up to \$100,000.

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Absolute Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION	ITEM 10.4.7
Moved: Cr Dunlop	Seconded: Cr Tilbrook
That Mitsubishi Pajero 4x4 wagon RA 678 be advertised for sale in accordance with the Local Government Act 1995 and Chief Executive Officer delegation 020116 and funds derived from the sale be placed in the Plant Replacement Reserve Fund.	
Carried by Absolute Majority: 6/0	Res: 214 /11

10.4.8 SHIRE OWNED HOUSING

File Ref:	Not applicable
Applicant:	Not applicable
Location:	Various
Disclosure of Officer Interest:	None
Date:	10 September 2011
Author:	Pascoe Durtanovich – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	None

Summary:

Council is requested to review the Shire owned housing stocks with a view to determining future rentals/disposals.

Background:

Currently the Shire of Ravensthorpe has ownership of the following residential properties.

2. 18 Carlisle St, Ravensthorpe
3. 4 Daw Street (Lot 570), Ravensthorpe
4. 66 Queen Street (Lot 571), Ravensthorpe
5. 93 Spence Street Lot 782), Ravensthorpe
6. 95 Martin Street (Lot 101), Ravensthorpe
7. 88 Martin Street (Res No 33638), Ravensthorpe
8. 41 Kingsmill Street (Lot 547), Ravensthorpe
9. 30 Kingsmill Street, Ravensthorpe
10. 79 The Esplanade (Lot 109), Hopetoun

Of the above properties, property No 9 is being furnished to accommodate contractors. Property No 5 and property No 10 are vacant due to inability to attract an Engineer and Environmental Health Building Surveyor. Property No 8 is currently being refurbished and property No 4 will be vacant come 30 September 2011 following the departure of the Manger for Finance.

Comment:

Requests have been received from a number of Council staff for rental properties in Ravensthorpe. At the moment there are two houses surplus to requirements, after allowing for Engineers accommodation, should one be appointed.

Options available to Council are:

- Rent the properties on the open market, including property No 10 in Hopetoun.
- Rent the properties to staff at market value.

- Rent the properties to staff at a subsidised rental value , in lieu of salary increase.

Property No 10, Hopetoun, should command a rental of at least \$300 per week therefore it is recommended that this be leased on the open market for six monthly terms.

In respect to the Ravensthorpe properties it is recommended that the surplus properties not be disposed of and the Chief Executive Officer be delegated authority to determine rental conditions, either to staff or on the open market.

Consultation:

Not applicable.

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

Income from rental of the subject properties has not been allowed for in the current budget.

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority for recommendation (1)

Absolute Majority for recommendation (2)

OFFICER RECOMMENDATION (1)	ITEM 10.4.8
That Lot 109 (79) The Esplanade, Hopetoun be made available for lease on the open market, for six monthly terms and Elders Real Estate, Hopetoun be engaged as managing agent.	

COUNCIL DECISION	ITEM 10.4.8
Moved: Cr Dunlop	Seconded: Cr Goldfinch
That Lot 109 (79) The Esplanade, Hopetoun be made available for lease on the open market, for twelve monthly terms and Elders Real Estate, Hopetoun be engaged as managing agent.	
Carried: 5/1	Res: 215 /11

COUNCIL DECISION AND OFFICER RECOMMENDATION (2)	ITEM 10.4.8
Moved: Cr Norman	Seconded: Cr Dunlop
That Lot 570 (4) Daw Street and Lot 782 (93) Spence Street not be disposed of and the Chief Executive Officer be delegated authority to determine rental conditions, either to staff or on the open market.	
Carried by Absolute Majority: 5/1	Res: 216 /11

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

Nil

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

12.1 Elected Members

Nil

12.2 Officers

Nil

13. MATTERS BEHIND CLOSED DOORS

Nil

14. CLOSURE OF MEETING - 6.53PM

<p>These minutes were confirmed at the meeting of the</p> <p>_____</p> <p>Signed: _____ (Presiding Person at the meeting of which the minutes were confirmed.)</p> <p>Date: _____</p>
