

MINUTES

For the Council Meeting held on

Thursday 21 November, 2013

Commencing at 5.10 p.m.

In the Council Chambers, Ravensthorpe.

ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE
ON 21 NOVEMBER 2013, COMMENCING AT 5PM

CONTENTS	PAGE
1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	3
2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE	3
3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	3
4. PUBLIC QUESTION TIME	3
5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST	3
6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS	3
7. CONFIRMATION OF MINUTES	3
7.1 COUNCIL MEETING – 18 NOVEMBER, 2013	3
8. SUSPENSION OF STANDING ORDERS	3
9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS	4
10. REPORTS OF OFFICERS	4
10.1 DEPUTY CHIEF EXECUTIVE OFFICER	4
10.1.1 SALE OF LAND FOR NON PAYMENT OF RATES – 30 MANJART STREET MUNGLINUP	4
10.1.2 MONTHLY FINANCIAL STATEMENTS – 31 OCTOBER 2013	6
10.1.3 SCHEDULE OF ACCOUNT PAYMENTS – OCTOBER 2013	8
10.1.4 EXTENSION OF LEASE – LOT 19 MORGANS STREET	10
10.2 MANAGER OF PLANNING AND DEVELOPMENT	12
10.2.1 PROPOSED ROAD RESERVE CLOSURE – PORTION GORDON ROAD, RAVENSTHORPE	13
10.2.2 PROPOSED HOPETOON COMMUNITY CENTRE	16
10.2.3 COMMERCIAL DEVELOPMENT & THE HEAVY HAULAGE ROUTE	22
10.2.4 ACCESS TO IGA – MORGANS STREET	25
10.2.5 DEDICATION OF THE HEAVY HAULAGE ROUTE ROAD RESERVE	30
10.3 MANAGER OF ENGINEERING SERVICES	31
10.4 CHIEF EXECUTIVE OFFICER	32
10.4.1 RAVENSTHORPE ENTERTAINMENT CENTRE MANAGMENT COMMITTEE	32
10.4.2 COUNCIL MEETING DATES – 2014	34
10.4.3 SOUTH COAST MANAGEMENT GROUP – COMMUNITY MEMBERS	37
10.4.4 FITZGERALD COAST TOURISM ASSOCIATION – CHANGE TO CONSTITUTION	39
10.4.5 RAVENSTHORPE MAINSTREET PROJECT CONCEPT PLANS	41
11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	43
12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	43
12.1 ELECTED MEMBERS	43
12.2 OFFICERS	43
13. MATTERS BEHIND CLOSED DOORS	43
14. CLOSURE OF MEETING	43

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.10 pm - The Presiding Person, Cr Ian Goldfinch, opened the meeting.

Cr Angela Kelton was sworn in by the Shire President Cr Goldfinch.

2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE

MEMBERS: Cr Ian Goldfinch (Shire President)
Cr Keith Dunlop (Deputy Shire President)
Cr Ken Norman
Cr Andrew Duncan
Cr Julianne Belli
Cr Sharyn Gairen
Cr Angela Kelton

STAFF: Pascoe Durtanovich (Chief Executive Officer)
Portia Ridout (Executive Assistant)

APOLOGIES:

ON LEAVE OF ABSENCE:

ABSENT:

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

NIL

4. PUBLIC QUESTION TIME

NIL

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

NIL

6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS

NIL

7. CONFIRMATION OF MINUTES**7.1 COUNCIL MEETING – 18 NOVEMBER, 2013**

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 7.1
Moved: Cr Duncan	Seconded: Cr Dunlop
That the minutes of the meeting of council held on 18 November, 2013 be confirmed as a true and correct record of proceedings.	
Carried: 7/0	Res: 200/13

8. SUSPENSION OF STANDING ORDERS

NIL

9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

NIL

10. REPORTS OF OFFICERS**10.1 DEPUTY CHIEF EXECUTIVE OFFICER****10.1.1 SALE OF LAND FOR NON PAYMENT OF RATES – 30 MANJART STREET
MUNGLINUP**

File Ref:	A313
Applicant:	Not applicable
Location:	Lot 57 (No. 30) Manjart St, Munglinup
Disclosure of Officer Interest:	None
Date:	17 October, 2013
Author:	Brent Bailey – Deputy Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	Yes - Confidential Legal Advice

Summary:

The purpose of this report is to consider the sale of Lot 57 (No. 30) Manjart Street, Munglinup due to non-payment of rates in excess of three years.

Background:

The owner of Lot 57 (No. 30) Manjart Street, Munglinup, Kelly William Nagtai Wanapuhia has failed to pay rates for a period of at least three years and other debt collection procedures have proved unsuccessful.

Comment:

Under the Local Government Act 1995 Council is able to sell the land to recover the outstanding rates, see statutory environment below. The procedure for the sale of land is a lengthy one, however the end result will be that the debt and costs outstanding to Council may be recovered, as well as the land in question being potentially owned by a ratepayer that will make annual rate payments to Council.

The Shire's solicitors have issued the property owner with a General Procedure Claim (summons) at their last known address, no payment or response to this action was received. They have also completed exhaustive searches for the owners through Landgate, White Pages, Australian Electoral Commisison, Metropolitan Cemeteries Board and the Supreme court to no avail.

After satisfying the requirements of the Act in regards to attempts to recover unpaid rates it is now recommended that Council commence the process of selling the land to recover the rates.

Consultation:

McLeods Barristers and Solicitors.

Statutory Obligations:

Sections 6.63 to 6.75 of the Local Government Act (1995) and regulations 72 to 78 of the Financial Management Regulations govern the actions to be taken against landowners of rateable land to which rates have remained unpaid for more than three (3) years.

6.64. Actions to be taken:

1. If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and –
 - a. from time to time lease the land;
 - b. sell the land;
 - c. cause the land to be transferred to the Crown; or
 - d. cause the land to be transferred to itself.

2. On taking possession of any land under this section, the local government is to give to the owner of the land such notification, as is prescribed and then to affix on a conspicuous part of the land a notice on the form or substantially in the form prescribed.

6.68. Exercise of power to sell land

1. Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the "power of sale") in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.
2. A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land.

State-wide public notice of sale of land for non-payment of rates or service charges is to be given and sale must be in the way of a public auction as prescribed in form 5 of the Local Government (Financial Management) Regulations 1996 [reg. 75].

Policy Implications:

Nil

Budget / Financial Implications:

Cost will be incurred through the legal process however will be offset by funds gained from the property sale providing that the sale figure is greater than the outstanding rates and legal fees combined.

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 AND COUNCIL DECISION	ITEM 10.1.1
Moved: Cr Duncan	Seconded: Cr Dunlop
That Council:	
<ol style="list-style-type: none"> 1. Note that the rates it has imposed on the property identified as Lot 57 (No. 30) Manjart St, have been unpaid for at least three years. 2. Note that the Shire and its debt collection agents have made several attempts to locate the owner of the Property, Kelly William Nagtai Wanapuhia which constitutes "reasonable efforts to locate the owner" for the purposes of section 6.68(2)(b) of the Local Government Act. 3. Resolves to exercise its power of sale under section 6.64(1)(b) and Schedule 6.3 of the Local Government Act in relation to the Property in order to recover the outstanding rates owing in respect to the Property. 	
Carried: 7/0	Res: 201/13

10.1.2 MONTHLY FINANCIAL STATEMENTS – 31 OCTOBER 2013**File Ref:**

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	Nil
Date:	7 November, 2013
Author:	Brent Bailey – Deputy Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	Yes - Monthly Financial Report

Summary:

This report presents the monthly financial report to Council which is provided as an attachment to the agenda. The recommendation is to receive the monthly financial report.

Background:

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,

- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

Comment:

This report contains annual budget estimates, actual amounts of expenditure, revenue and income to the end of the month. It shows the material differences between the budget and actual amounts where they are not associated to timing differences for the purpose of keeping Council abreast of the current financial position.

Consultation:

Council Financial Records

Statutory Obligations:

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996 require that financial activity statement reports are provided each month reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month.

The report is to be presented at either the next ordinary meeting after the end of the month, or if not prepared in time to the next ordinary meeting after that meeting.

Policy Implications:

Nil

Budget / Financial Implications:

As detailed within the attachments

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 AND COUNCIL DECISION	ITEM 10.1.2
Moved: Cr Belli	Seconded: Cr Dunlop
That Council receive the Monthly Financial Report for the period ending 31 October, 2013 in accordance with Section 6.4 of the Local Government Act 1995	
Carried 7/0	Res: 202/13

10.1.3 SCHEDULE OF ACCOUNT PAYMENTS – OCTOBER 2013

File Ref:

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	31 October, 2013
Author:	Tahnee Gairen- Accounts Payable
Authorising Officer:	Brent Bailey – Deputy Chief Executive Officer
Attachments:	Schedule of Payments to 31 st October 2013

Summary:

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

Background:

FUND	PAYMENT	VOUCHERS	AMOUNTS
Municipal Account	EFT and	EFT2042-EFT2247	\$541,634.49
	Cheques	38360-38418	\$92,639.58
Reserve Bank Fee	956		\$1,687.37
Payroll	Dates	02/10/2013 16/10/2013 30/10/2013	\$203,768.45
Municipal Account Total			\$839,729.89
	Trust	EFT2247-2247	\$35,753.50
	Trust	1231-1232	\$450
	Cheques		
Trust Account Payments			\$36,203.50
Term Deposits			\$5.00
			<u>\$875,938.39</u>

Comment:

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

Consultation:

Not applicable.

**Statutory Obligations:
Local Government (Financial Management) Regulations 1996****13. Lists of accounts**

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared-

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

(2) A list of accounts for approval to be paid is to be prepared each month showing —

- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
- (b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under subregulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

Policy Implications:

Nil

Budget / Financial Implications:

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

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 AND COUNCIL DECISION	ITEM 10.1.3
Moved: Cr Duncan	Seconded: Cr Gairen
That pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of October 2013, be noted.	
Carried: 7/0	Res: 203/13

10.1.4 EXTENSION OF LEASE – LOT 19 MORGANS STREET

File Ref:	A647
Applicant:	Kelly Margaret Thorne
Location:	Lot 19 Morgans Street Ravensthorpe
Disclosure of Officer Interest:	None
Date:	8 November, 2013
Author:	Brent Bailey – Deputy Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	Yes - Copy of existing lease provided to Councillors

Summary:

This agenda item seeks to renew the lease between the Shire of Ravensthorpe and Kelly Margaret Thorne for the premises at 63 Morgans Street (Lot 19) which is next to the Shire Office.

Background:

The applicant has held a lease over the premises since October 2008 and has operated a fashion, giftware and sporting goods store business from there. The original lease agreement stated a \$300 per week rental fee was to be paid however Council resolved to reduce the fee to \$200 following the departure of BHP and a subsequent request from the applicant.

The business is currently for sale however the applicant advises that a manager will be operating the business on her behalf in 2014 and has requested a lease extension of 3 years.

Comment:

Should Council support the extension of the lease then the transaction would need to be carried out in accordance with Section 3.58 of the Local Government Act 1995 as a disposal by private treaty and the lease value independently verified.

Alternatively the lease could be tendered in the open market and under the terms of the current lease the applicant would have the first option to renew at the highest tendered price.

It is suggested that the lease term be 2 years to provide Council with flexibility to investigate and action redevelopment of the site in the coming years in conjunction with the Ravensthorpe streetscape works and precinct development. The lease can be re-negotiated again after two years and extended again if development plans are not in place.

Consultation:

Nil

Statutory Obligations:

Local Government Act 1995.

3.58 Disposing of property

1. In this section-
dispose includes to sell, lease or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
2. Except as stated in this section, a local government can only dispose of property to-
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
3. (a) it gives local public notice of the proposed disposition-
 - (i) describing the property concerned;
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
 - (b) it considers any submissions made to it before the date specified in the notice and, its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
4. The details of a proposed disposition that are required by subsection (3)(a)(ii) include-
 - (a) the names of all other parties concerned;
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.

Policy Implications:

Nil

Budget / Financial Implications:

Should the current rate of rental continue Council will net \$10,400 per annum in rental fees.

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 10.1.4

That Council endorse the extension of the lease for Lot 19 Morgans Street under the existing terms for a period of 2 years after satisfying the requirements for disposal of property by private treaty under Section 3.58 of the Local Government Act 1995

ALTERNATIVE OFFICER RECOMMENDATION AND COUNCIL DECISION

ITEM 10.1.4

Moved: Cr Gairen

Seconded: Cr Dunlop

That:

1. The proposal to dispose of Lot 19 Morgans Street, Ravensthorpe, by lease, by private treaty to Ms Kelly Thorne be advertised in accordance with section 3.58 of the Local Government Act, 1995.
2. The valuation provided by Opteon be adopted as a true market value.

Carried: 7/0

Res: 204/13

10.2 MANAGER OF PLANNING AND DEVELOPMENT**10.2.1 PROPOSED ROAD RESERVE CLOSURE – PORTION GORDON ROAD, RAVENSTHORPE**

File Ref:	RC.DC.9
Applicant:	N/A
Location:	Gordon Road & Jubilee Road, Ravensthorpe
Disclosure of Officer Interest:	Nil
Date:	11 November, 2013
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	None

Summary:

Council resolved to close portions of Gordon Road, Ravensthorpe at a meeting in February 2011 and realign Gordon Road where it meets South Coast Highway. However, details of the road closure process have changed and the Department of Lands has requested that this process be recommenced.

Council is requested to consider closing the unconstructed portion of Gordon Road and to formally close off the end of what is now named Jubilee Road in order to prevent access to South Coast Highway at a black spot intersection.

Background:

At Council's meeting of 24 February 2011 Council considered the realignment of Gordon Road down to South Coast Highway and the closure of all road reserves no longer required.

The new north-south length of Gordon Road has now been completed.

The old east-west portion of Gordon Road has been renamed Jubilee Road and is still required for access to Lot 220 and 224.

Consultation:

Should Council agree to the road closures they will need to advertised for public comment for 28 days in accordance with the requirements of the Land Administration Act 1997 and Local Government Act 1995.

Comment:***Proposal***

In order to tidy up the existing road reserves and complete the black spot program in this area the following road closures are proposed:

- Close the unconstructed portion of Gordon Road that runs north-south.

- Close the road pavement at the end of the east-west road now named Jubilee Road, turning it into a cul-de-sac.

North-South closure

This portion of road reserve is not required as it is unconstructed and has no other services located within it. The seed cleaning business of Mr John Roy has been constructed within this road reserve.

Usually a closed road reserve is offered to adjoining landowners. If interested, the adjoining landowners buy the road reserve from the State for market value.

If no adjoining landowner is interested then the road reserve may revert to unallocated Crown land (UCL).

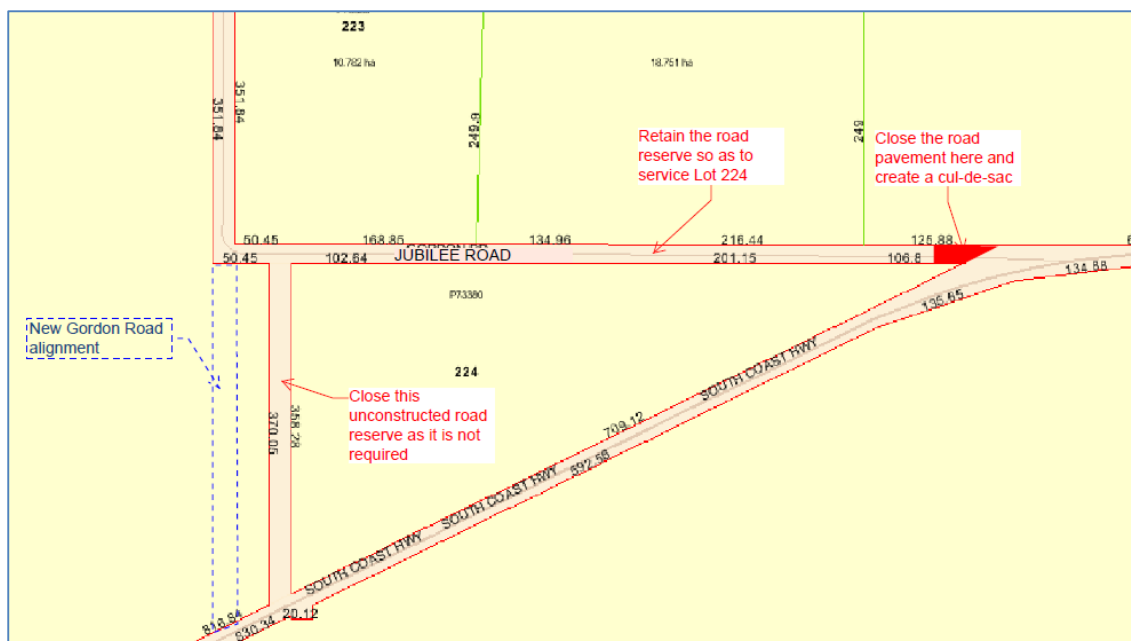
In this case it looks likely that Mr Roy will be interested in obtaining the portion of road reserve; provided it is offered to him free of charge. The cost of the land is a matter between the Department of Lands and Mr Roy. The Shire gains no income from the sale of former road reserves.

However, given that land was recently ceded free of charge by the neighbouring landowner to create the road reserve for the Gordon Road realignment, then it may be appropriate to advocate for the sale of the unrequired road reserve for free.

East-West closure (Jubilee Road)

This portion of road was proposed to be closed once the realignment of Gordon Road was completed.

On review, this stretch of road may still be required to service an existing farm shed and provide access to Lot 224 and Lot 220. It is proposed to close only the very end of the road pavement in order to block access to South Coast Highway and remove the accident black spot. The proposed road closure and issues are summarised in the diagram below.



Recommended road closures (Landgate 2013)

Now that the realignment of Gordon Road is completed it is intended to close this portion of road reserve permanently using planting, bollards, rocks etc.

Statutory Obligations:

Road closures are undertaken in accordance with section 58 of the Land Administration Act 1997.

The closure of a portion of road pavement for greater than a 4 week period requires approval under section 3.50 of the Local Government Act 1995.

Policy Implications:

Nil

Budget / Financial Implications:

There will be administrative costs for the remainder of the road closure process and potentially some survey costs as directed by the Department of Lands.

Some costs will be incurred with the physical works required to close the end of Jubilee Road.

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 AND COUNCIL DECISION	ITEM 10.2.1
Moved: Cr Duncan	Seconded: Cr Belli
That Council:-	
<ol style="list-style-type: none"> 1. In pursuance of section 58 of the Land Administration Act 1997, support the permanent closure of the unconstructed portion of Gordon Road between Jubilee Road and South Coast Highway; 2. In pursuance of section 3.50 (1a) of the Local Government Act 1995, support the permanent closure of the eastern end of Jubilee Road to the passage of all vehicles; 3. Advertise the road closures for a period of 28days for public comment; 4. Advocate with the Department of Lands for the sale of the unconstructed portion of Gordon Road free of cost to Mr Roy. 	
Carried: 7/0	Res: 205/13

10.2.2 PROPOSED HOPETOUN COMMUNITY CENTRE

File Ref:	RES35584
Applicant:	Shire of Ravensthorpe
Location:	Lot 727 Veal Street, Hopetoun (Reserve 35584)
Disclosure of Officer Interest:	Nil
Date:	11 November 2013
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	Yes - Application Plans Clause 10.2 of Town Planning Scheme No.5

Summary:

The proposed redevelopment of the Hopetoun Community Centre has progressed to a point where planning approval is required.

All development in a reserve requires the planning approval of Council.

This report assesses the proposal against the requirements of Town Planning Scheme No.5 and associated planning documents and recommends approval subject to conditions.

Background:***Proposal background***

Council has proposed to construct a Community Centre in Hopetoun in its long term financial planning and Forward Capital Works Plan.

Council endorsed the formal appointment of H&H Architects to provide concept plans for community consultation in 2011.

Council endorsed the concept floor plans in May and resolved to undertake a period of public consultation to gain community feedback and allow the community.

Public consultation closed in August 2012 after which Council considered the submissions and petition received and resolved as follows:

"That the community submissions received on the concept floor plan for the Hopetoun Community Centre be noted and the detailed design phase of the project, based on the current size, location and scope parameters contained in the concept plans, be continued with."

Subject Site

Lot 727 Veal Street, Hopetoun is 3259m² in area and is developed with a civic building housing the Community Resource Centre, Medical Centre, Library, Hall and Anzac memorial.

Lot 727 has two reservations under Town Planning Scheme No.5; 'public purpose' and 'recreation' reserve. The recreation reserve portion of the site lies over the existing CRC.

Lot 727 is located within Reserve 35584 that covers the subject site and the adjacent sporting grounds. Reserve 3558 has a management order in favour of the Shire of Ravensthorpe and

the purpose of Reserve on the Certificate of Title is Civic purposes, Community purposes and Recreation.

Comment:

Proposal

It is proposed to redevelop Lot 727 in the following manner:

- Demolish existing hall;
- Retain the medical centre and library but refit the existing CRC building with a visitor centre, toy library, Tele Centre and temporary exhibition space;
- Build a new hall with a new stage, change rooms, toilets & kitchen;
- New offices, meeting rooms and space for potential banking and licensing services;
- Formalise 31 car parking spaces in Veal Street and improve landscaping.

The architects have stated that:

"The aim of the project is to:

- *Provide a flexible centre that can serve the whole community for a variety of uses.*
- *Construct the building to best practice environmental design.*
- *Create a building that will be long lasting and low maintenance.*

The components of the project are:

- *Multipurpose foyer that will serve as lobby to the offices, library and hall as well as a pre function*
- *Space for gatherings, art exhibitions, supper area etc.*
- *Foyer large enough to accommodate tourist information.*
- *Large purpose built community hall with a large stage and storage facilities. The hall will be dividable, using an acoustic operable wall into two smaller halls.*
- *Community and staff lounge that can be used for small functions and as dressing rooms for*
- *Productions in the main hall. Opening off the community and staff lounge is an outdoor entertaining area.*
- *Kitchen serving the main hall and foyer space, along with a mobile bar unit for smaller functions.*
- *New offices for Shire staff and Community groups.*
- *Flexible new meeting rooms for Shire and Community meetings.*
- *Reception area for office and to provide space for licensing and banking facilities.*
- *Refurbished Community Resource Centre and Library.*

Environmental design features of the building:

- *The building will be designed to maximise day lighting and natural ventilation wherever possible.*
- *The building will be highly insulated.*
- *Green walls on the western elevation will provide screen from the hot afternoon sun.*
- *All light fittings and electrical equipment will be selected to achieve best practice energy ratings.*
- *Low water use toilet fixtures will be used throughout the building.*
- *The aim is to achieve a 5 star green star rated building."*

A copy of the proposal is attached to this report.

Scheme Requirements

The proposed Community Centre is a 'Civic Use' and 'Office' development for the purposes of assessment against the Scheme.

“civic use” means premises used by a government department, an instrumentality of the Crown, or the local government, for administrative, recreational or other purposes.

“office” means premises used for administration, clerical, technical, professional or other like business activities.”

A summary of the Scheme requirement follows:

1. Clause 3.3 of Town Planning Scheme No.5 requires all development within a Local Reserve to obtain planning approval.
2. In determining an application Council shall have regard to matters set out in clause 10.2 of the Scheme and the ultimate purpose of the Reserve;
3. Parking requirements are set out in Schedule 13 of the Scheme, the relevant figures are:
 - Civic Use - 1 for every 5 persons the facility is designed to accommodate;
 - Office - 1 space per 33.3 square metres NLA. Minimum 2 spaces per tenancy
4. 10% of the site is to be landscaped.

Assessment

The Shire of Ravensthorpe Council is both the proponent of the development and is being asked to determine the proposal under the requirements of Town Planning Scheme No.5 in their role as the local government. It is important that the Council distinguish between these roles in their assessment of this development proposal.

Assessment of the proposed Community Centre falls into three areas:

1. Assessment against clause 10.2, the general matters to be considered by the Council for all planning applications;
2. Consistency with the reserve purpose; and
3. The more specific requirements of the Scheme such as parking, landscaping, etc.

General Matters to be Considered

The proposed community centre is proposed to replace an existing hall with a new building that is likely to improve the amenity of the immediate locality, offer better standard facilities for the community and introduce new development to the Veal Street town centre area.

The proposal does not appear to be contrary to any part of the general matters to be considered in the Scheme. A copy of this clause is attached to this report.

Reserve Purpose

Lot 727 is a local reserve in the Scheme, both for Public Purposes (Civic Use) and Recreation.

The portion of the site reserved for Recreation is developed with the existing medical centre and CRC building. This scheme reservation should be amended in the next Scheme Review to accurately depict the current and proposed land uses.

The majority of Lot 727 is reserved for public purposes; the proposed land use is entirely consistent with the reserve purpose in the Scheme and on the Title.

Parking

On-street parking is proposed in a manner that is reasonably consistent with Hopetoun Main Street Strategy. 90 degree bays are proposed instead of angled parking but this discrepancy should not have a significant effect on parking numbers or useability.

The existing CRC, Medical Centre and Hall are serviced by informal, unconstructed parking bays in Veal Street and a parking area on the northern side of Alan Rose Drive.

The existing CRC and Hall parking appears to function adequately. There are approximately 19 bays around the existing hall & CRC, albeit in a blue metal, unmarked format. It is usual practice in a redevelopment to assess only the difference in floor area when calculating the additional parking requirement.

The difference in floor area and parking requirements are summarised in the table below:

Land use	Additional floor area – m ²	Parking requirement	Parking requirement
Hall (Civic Use)	-137m ²	1 for every 5 persons	At least 5 less bays
Office	464m ²	1 space per 33.3 square metres NLA	14 additional bays
Medical Centre	Not affected	N/A	N/A

Therefore, there is no shortfall in parking when assessed against Schedule 13 of the Scheme as 9 additional bays are being provided as part of this proposal.

Landscaping

The Scheme requires 10% of the site to be landscaped (326m²). The proposed plans show at least 500m² of landscaping plus the adjacent road reserve. This element of the proposal is fully compliant.

Consultation:

There is no requirement under Town Planning Scheme No.5 to refer the planning application for public comment.

The location and nature of the Community Centre has been advertised previously and Council addressed this at their meeting of August 2012.

Statutory Obligations:

Clause 3.3.1 of the Scheme requires development within a local reserve to gain planning approval.

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:

This project is identified in Council's Strategic and Forward Capital Works Plan.

Sustainability Implications:

- **Environmental:**
Environmental planning and building practices will be incorporated into the detailed design phase of this project.
- **Economic:**
The construction of this building is a significant economic activity for Council. The buildings construction, location and development timeframe will have an impact on the local economy.
- **Social:**
This building is a key piece of social infrastructure within the Shire.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION **ITEM 10.2.2**

Moved: Cr Dunlop

Seconded: Cr Gairen

That Council,

1. Approve the application for the redevelopment of Lot 727 Veal Street, Hopetoun for a Community Centre (Civic Use & Office) subject to the following conditions:
 - i) Development shall be carried out in full and fully implemented in accordance with the approved plans and details submitted with the planning application.
 - ii) All runoff from impervious surfaces being contained within the property and disposed of to the Shire's satisfaction.
 - iii) The materials and colours of the proposed extension are to blend and harmonise with the existing development to the satisfaction of the Chief Executive Officer.
 - iv) Vehicular parking, manoeuvring and circulation areas indicated on the approved plan being constructed, properly drained and sealed to the satisfaction of the Shire. All parking spaces being marked out and maintained in good repair thereafter.
 - v) All land indicated as landscaped area on the approved plan being developed prior to, or concurrently with the practical completion of the building(s) to the satisfaction of the Shire.
 - vi) Any lighting device is to be so positioned and shielded so as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries.
 - vii) Parking for bicycles is to be provided to the satisfaction of the Chief Executive Officer.
2. Advise the applicant in footnotes on the planning approval that;
 - i) Planning approval is not consent for site works or construction. A building permit is required prior to any commencement of works.
 - ii) Parking space and manoeuvring areas required at condition (iv) shall be designed in accordance with AS2890.1 - Off-street parking.
 - iii) Bicycle parking required at condition (vii) should be designed in accordance with Class 3 'Bicycle Parking Rails' under the Australian Standard *AS2890.3-1993 Parking Facilities Part 3: Bicycle Parking Facilities* and any subsequent amendments thereto.

Carried: 7/0

Res: 206/13

10.2.3 COMMERCIAL DEVELOPMENT & THE HEAVY HAULAGE ROUTE

File Ref:	LU.PL.7
Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	Nil
Date:	11 November, 2013
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	None

Summary:

The planning for the Heavy Haulage Route is well advanced; the new road should be completed within the next 2 years. The heavy haulage route will result in large vehicles and perhaps other traffic bypassing the Ravensthorpe town centre.

There is some potential for commercial development, including a service station, to be located on the heavy haulage route at some time in the future under the current Town Planning Scheme provisions. This may exasperate the loss of visitors to the town centre that the heavy haulage route may cause.

It is proposed that a submission be lodged on the Shire's own Local Planning Strategy that recommends preventing commercial development being developed on the heavy haulage route and away from the town centre.

Background:

A heavy haulage route (HHR) to the north of the Ravensthorpe town site has been approved and planning has begun for its design and construction.

Whilst the HHR has been designed to divert large vehicles around the town site in order to avoid use of the steep portion of Morgans Street, it has the potential to draw tourist and other traffic away from the Ravensthorpe town centre, to the detriment of local business.

If commercial development was allowed to locate away from the town centre and along the HHR it may further reduce the visitors to the town centre. It may also draw business away from the town centre, contrary to the current Local Planning Strategy recommendations.

Town Planning Scheme Requirements

The land the HHR traverses is virtually all zoned 'General Agriculture' under Town Planning Scheme No.5.

Most commercial development, including a Service Station is not permitted in this zone.

There is one lot zoned 'Industry', located approximately 250m east along South Coast Highway from the intersection with the HHR. This is Lot 773 South Coast Highway, currently developed with a small scale light industrial use.

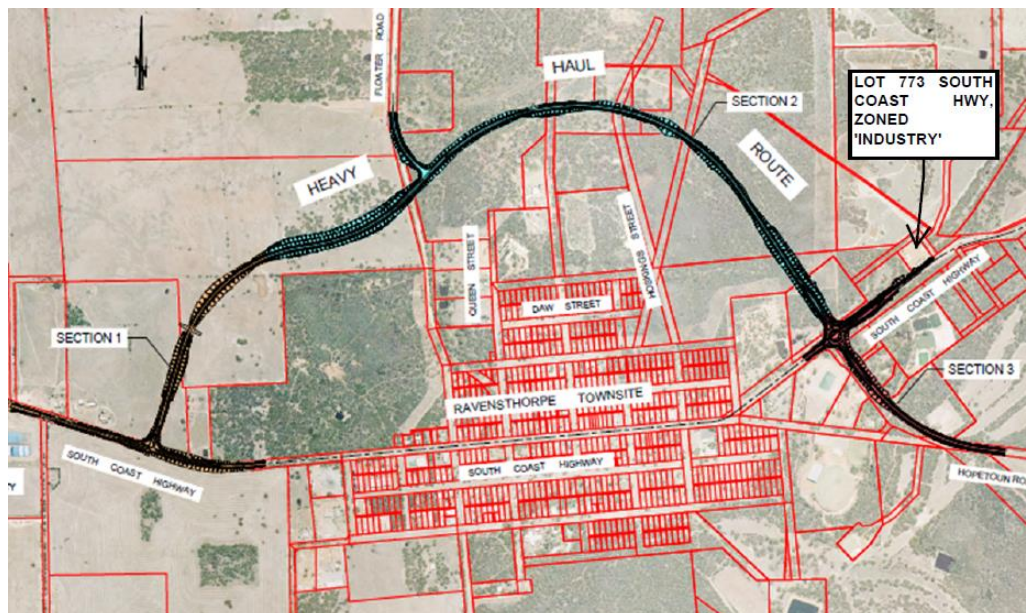
The 'Industry' zone allows for a number of commercial land uses including:

Permitted (P) commercial uses:

Dry Cleaning Agency, Trade Display, Warehouse and Motor Vehicle Repair (mechanics).

Discretionary (D) commercial uses:

Garden Centre, Laundrobars, Motor Vehicle Sales, Service Station, Showroom, Salvage Yard and a Market.



Lot 773 is zoned Industry, a service station is a discretionary land use in this zone

Draft Local Planning Strategy No.2

The Council adopted a revised Local Planning Strategy at its meeting in March 2013. It has received permission to advertise from the Department of Planning and is currently on advertising for public comment until the 24th January 2013.

The Strategy is a guiding document that sets out the long-term planning direction for the Shire of Ravensthorpe, applies state and regional policies, and provides the rationale for the zones and other provisions of the Scheme.

This currently identifies the HHR on the Strategy Plan (Figure 4.2) and has objectives of consolidating commercial development in a reduced 'Town Centre' zone to encourage the development of a more identifiable, vibrant and viable town centre.

The Local Planning Strategy serves to guide future land uses. It guides Council decision making and community expectations as to the desired future land uses. Any application for rezoning a parcel of land should be consistent with the recommendations of the Local Planning Strategy.

Comment:

Permitting commercial development on the HHR has the potential to draw commercial development away from the town centre. For example, development such as Service Station's rarely only serve petrol, they are almost always convenience stores and cafes as well. A new service station located away from the town centre has the potential to allow the travelling public to by-pass Ravensthorpe, capture all passing traffic and potentially draw local shopping away from the town centre.

At the moment there is some potential for limited commercial development in the existing Industry zoned parcel of land (Lot 773). The (P) 'Permitted' development in the Scheme is unlikely to be developed on the HHR and therefore poses little risk to the viability of the Town Centre'. However the discretionary land uses such as a service station, showroom and garden centre all have some potential to draw commercial development away from the town centre. Once one commercial use locates away from the town centre it may have the potential to draw more commercial development, creating an alternative commercial hub. Ravensthorpe is not big enough to sustain two commercial centres.

There is the potential for a developer to lodge a rezoning proposal to change the zoning of land on the HHR to a commercial type zoning.

It is recommended that a clear statement in the Local Planning Strategy that commercial development will not be entertained along the HHR and fronting South Coast Highway outside of the town site needs to be made to provide the guidance to the community and support to Council decisions in this issue. This would guide the assessment of discretionary land uses and any rezoning proposals.

It is recommended that Council make a submission on its own Local Planning Strategy stating that commercial development will not be supported along the heavy haulage route due to the potential detrimental effect on the commercial viability of the Ravensthorpe town centre and the consequential negative effect on the social fabric of the town.

Consultation:

The Local Planning Strategy is currently on public advertising closing on the 24th January 2013. It has been referred to all affected public authorities and community groups for comment and is available on the Shire's website and front counter.

Statutory Obligations:

The Local Planning Strategy is required to be advertised for at least 21 days. A longer advertising period has been chosen to avoid the harvest period and allow sufficient time for comment on this important planning document.

Clause 10.2 (b) of Town Planning Scheme No.5 requires Council to have due regard to the Local Planning Strategy when determining planning applications.

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**

There are no known significant environmental considerations.

- **Economic:**

The economic considerations are briefly outlined in the report above. There are potential consequences for the viability of the town centre commercial area.

- **Social:**

There are potentially significant social considerations; any impact on the viability of the town centre has potential to impact business viability and therefore population.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION	ITEM 10.2.3
Moved: Cr Dunlop	Seconded: Cr Duncan
That Council lodge a submission on the draft Shire of Ravensthorpe Local Planning Strategy No.2 stating that commercial development will not be supported along the heavy haulage route or outside of town sites due to the potential detrimental effect on the commercial viability of the Ravensthorpe town centre and the consequential negative effect on the social fabric of the town.	
Carried: 6/1	Res: 207/13

10.2.4 ACCESS TO IGA – MORGANS STREET

File Ref:	A623
Applicant:	FE Daw and Sons,
Location:	Lot 77 to 80 Morgans Street, Ravensthorpe
Disclosure of Officer Interest:	Nil
Date:	11 November, 2013
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	Yes - Application plans

Summary:

The redevelopment of the IGA supermarket site has been ongoing since the issuing of planning approval in 2004. The building and the car parking area are now complete.

The remaining development includes works in the surrounding road reserves including sealing the driveways, creating pedestrian access and rerouting some existing paths as a consequence.

These works are now presented to Council for approval. If approved, separate approval from Main Roads WA is required for all construction in the Morgans Street road reserve.

Background:

Planning approval was issued for a proposed Shopping Centre in December 2004. The approval included conditions including the construction and marking of the car parking, drainage and the lodging of a "traffic flow plan".

The traffic flow plan condition states:

"6. *The developer discussing with Council's Chief Executive Officer, a traffic flow plan for vehicles and pedestrian traffic, to the satisfaction of Council and Main Roads WA.*"

Discussions have been ongoing regarding vehicle and pedestrian access with the landowner and more recently with Mr Bryce Campbell who is constructing the car park and access.

Discussions have resulted in the following requirements/outcomes:

1. A one way system with entry from Carlisle Street and exit only to Morgans Street;
2. The need for a separate pedestrian access at a grade to allow for disabled access; and
3. Separate approval from Main Roads WA for all development in the Morgans Street road reserve.

Main Roads have made the following recommendations:

- *Recommend that exit only into Morgans St, however, exit/entrance to Carlisle is OK.*
- *Recommend No Entry signs (R2-4A : As 1742.1) facing Morgans Street, at exit driveway.*
- *Recommend mountable kerb at west side of Morgans Street driveway, but non-mountable kerb on east side. Remove left turn in indent.*
- *Recommend parallel parking/ for RV's on Carlisle Street.*
- *Recommend signs stating that, "RV Parking on Side Street" be placed on the road seal edge or on top of IGA building.*
- *Recommend the Morgans St driveway is reduced to 4000 mm width.*

Morgans Street Streetscape proposal

Council is considering a proposal for the upgrading of the main street as part of the heavy haulage road project.

The streetscape design has accounted for the proposed changes at the Ravensthorpe IGA.

Comment:***Proposal***

The car park and shopping centre are complete and in operation. However, the access arrangement in the road reserves are yet to be completed. Shire staff requested that a formal planning approval be sought from Council for all works in the road reserve.

The contractor, working on behalf of the landowners, has lodged the plans attached to this report. The proposal includes the following:

Vehicle Access

An entry from Carlisle Street and exit onto Morgans Street is proposed.

The car park area has already been concreted and the finished level established. Due to maximum grades set by Australian Standards the access ramps are proposed to extend some distance into the existing footpath areas.

It is proposed to batter and use minor retaining walls to achieve the gradients required and relocate footpaths at the applicant/landowners expense.

The Carlisle Street entry proposed a 16% gradient for the access ramp and the Morgans Street exit proposes a 17% gradient.

The access ramps are proposed to include flat sections and batter that allow for footpaths at the correct grade.

Pedestrian Access

A separate pedestrian access is proposed from Morgans Street to allow for the correct gradients for pedestrians and disabled access and to keep pedestrians away from the vehicle access ramps.

Access ramps in the footpath area at a gradient of 1:14, with balustrading and a flat landing pad are proposed.

The existing footpath will be redirected around the access ramps allowing foot traffic to either use the ramp or continue down the street.

A separate, dedicated pedestrian path should be required through the car park between the ramp and the shopping centre entry.

Further details are in the plans attached to this report.

Assessment

As the car park has been completed it now appears necessary to make some changes in the road reserve to accommodate the development.

The vehicle access ramps are guided by Australian Standard 2890.1 "Parking Facilities Part 1: Off-Street Car Parking" and Main Roads WA road design recommendations. Main Roads WA has provided the following relevant information from these guidelines:

For steep grades, treatment and designs shall be appropriate for the particular design vehicle proposed. Most cars can operate on sealed gradients of 20% (1:5) and large trucks in good mechanical condition with good tyres can operate on sealed gradients of 16.7% (1:6). However, these gradients are considered extreme, even for short distances like driveways.

The maximum change of grade along a driveway shall not be more than 12% (refer to Australian Design Rules). This is to ensure vehicle undersides have clearance over sharp changes of grade and do not "bottom out" on the driveway.

*ASTM 2890.1 Off Street parking page 25 2.5.3 Circulation roadway and ramp grades
Limiting requirements for grades on circulation roadways and ramps shall be as follows:*

- (a) Straight ramps : public car parks --- as follows;*
- (b) (i) Longer than 20m --- 1 in 6 (16.7%) maximum*
- (c) (ii) Up to 20m long --- 1 in5 (20%) maximum. Grade transitions will usually be required.
The allowable 20 m maximum length shall include any parts of the grade change transitions at each end that exceed 1 in 6.*

WS 14 Street Verge Treatments

The Shire's own policy on street verge treatments stipulates a maximum height for gardens and structures in the road reserve as 750mm.

Whilst the proposed vehicle access ramps appear to be quite steep, they appear to meet the maximum gradients and other requirements set by the various standards and approval is recommended.

Consultation:

None required.

Statutory Obligations:

Access approval from Main Roads WA is required for all works in the Morgans Street road reserve.

Policy Implications:

Nil

Budget / Financial Implications:

All costs incurred by the proposed development should be borne by the developer.

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 AND COUNCIL DECISION **ITEM 10.2.4**

Moved: Cr Duncan

Seconded: Cr Belli

That the proposed vehicle and pedestrian access to the existing car park at Lot 77 to 80 Morgans Street, Ravensthorpe, be approved, subject to the following conditions:

1. Development shall be carried out in full and fully implemented in accordance with the approved plans and details submitted with the planning application.
2. 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.
3. Compliance with Australian Standard 2890.1.
4. A maximum gradient of 14% for all vehicle access ramps.
5. A 2.1m wide footpath being reinstated in Carlisle and Morgans Street to the satisfaction of the Chief Executive Officer, entirely at the applicant/owners cost;
6. All public infrastructure, including kerbing, footpaths and landscaping being reinstated to the satisfaction of the Chief Executive Officer, entirely at the applicant/owners cost;
7. Vehicular parking, manoeuvring and circulation areas indicated on the approved plan being constructed, properly drained and sealed to the satisfaction of the Chief Executive Officer. All parking spaces being marked out and maintained in good repair thereafter.
8. All runoff from impervious surfaces being contained within the property and disposed of to the Chief Executive Officer's satisfaction.
9. The pedestrian access being clearly line marked and separated from car parking areas to the Chief Executive Officer's satisfaction.
10. Provision being made for disabled access and facilities in accordance with the provisions contained in the Building Code of Australia and Australian Standard 1428.
11. Approval, in writing of the plans submitted, by Main Roads WA.

Carried: 7/0

Res: 208/13

10.2.5 DEDICATION OF THE HEAVY HAULAGE ROUTE ROAD RESERVE

File Ref:	RD.DC.4
Applicant:	Main Roads WA
Location:	North of Ravensthorpe town site
Disclosure of Officer Interest:	Nil
Date:	13 November, 2013
Author:	Craig Pursey, Planning Officer
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	Yes - Heavy Haulage Route road dedication plans

Summary:

Main Roads WA has requested that the Shire of Ravensthorpe agree to dedicate the heavy haulage route road reserve alignment as per the requirements of the Land Administration Act 1997.

Background:

A Heavy Haulage Route (HHR) has been negotiated with Main Roads WA and the community for some time. The planning and design work has progressed to the point where Main Roads WA has requested that the alignment become a dedicated road reserve.

Comment:

Council has received a request from Main Roads WA to consider the alignment of the proposed HHR and if supportive, dedicate the alignment of the road as a road reserve under the land Administration Act 1997.

Importantly, the HHR plans attached to this report show a link to the top of Queen Street. This link is not proposed to be constructed as part of the HHR works but is proposed as a road reserve only at this stage in case it is needed later.

Main Roads WA has stated that they will indemnify Council against all costs and charges that relate to the dedication action.

Additionally, Main Roads have requested that the heavy haulage route be zoned appropriately in the Town Planning Scheme. The draft Local Planning Strategy identifies the current HHR alignment and already recommends that this alignment be included in the next Town Planning Scheme. It is unnecessary to conduct a scheme amendment to zone the HHR alignment at this early stage.

Consultation:

Main Roads WA and the Shire have consulted widely with the broader community and affected landowners to reach this point.

Statutory Obligations:

The dedication of roads takes place under Section 56 of the land Administration Act 1997.

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 10.2.5

That Council at its meeting of 21 November 2013 concurred to the dedication of the land, the subject of Main Roads' Drawings/s 201301-532 to 201301-544 inclusive, as a road under Section 56 of the Land Administration Act.

ALTERNATIVE OFFICER RECOMMENDATION AND COUNCIL DECISION

ITEM 10.2.5

Moved: Cr Duncan

Seconded: Cr Gairen

That Council,

1. In pursuance of section 56 of the Land Administration Act 1997, support the dedication of the land required for the Ravensthorpe heavy haulage route as a road, as shown on the following Main Roads' Drawings:
 - a) 201301-532 to 201301-538 inclusive
 - b) Part plan 201301-540; and
 - c) 201301-341 to 201301-544 inclusive.
2. That Council not support the dedication of the land required for the linkage between the Ravensthorpe Heavy Haulage Route and Queen Street as shown on the following Main Roads' Drawings:
 - d) Part plan 201301-540; and
 - e) 201301-539
3. Council support access off the Heavy Haulage Road to South Coast Highway via Floater Road.

Carried: 7/0

Res:209/13

10.3 MANAGER OF ENGINEERING SERVICES
NIL**10.4 CHIEF EXECUTIVE OFFICER****10.4.1 RAVENSTHORPE ENTERTAINMENT CENTRE MANAGAMENT COMMITTEE**

File Ref:	CS.ME.4
Applicant:	Not applicable
Location:	Ravensthorpe Entertainment Centre
Disclosure of Officer Interest:	None
Date:	8 November, 2013
Author:	Matthew Hunt – Manager Recreation and Community Services
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	Yes - REC MC Agenda 7 November, 2013 REC MC Secretary Report

Summary:

This item seeks consideration of one e–vote Committee recommendation, resultant from the agenda of the meeting of the Ravensthorpe Entertainment Centre Management Committee (RECMC) on the Thursday 7th November 2013.

Background:

The Ravensthorpe Entertainment Centre Management Committee Incorporated is not a Committee of Council and has no decision making authority. The RECMC is governed by its constitution and a Heads of Agreement document signed by both the Council and the RECMC.

The RECMC is currently working to update its vision, objectives and Heads of Agreement document, following a Special General Meeting of this Committee held in July of 2013. The Committee aim to meet regularly to accomplish this and the general responsibilities of the Committee through their Incorporation. The Committee was however, unable to attract a quorum to its November meeting for 2013. The agenda is attached in place of the regular minutes, to reference the noted correspondence from Mr Don Lansdown.

Comment:

As per the RECMC and Shire of Ravensthorpe 'Heads of Agreement (page 4 of 7):

“

- A. The RECMC will consist of the following members:
- i. 2 representatives from the Tigers Football Club;
 - ii. 2 representatives from the Basketball Association;
 - iii. 1 representative from the Tennis Club;
 - iv. 1 representative from the Gun Club;
 - v. 2 representatives from the community;
 - vi. 2 Councilors from the Shire; and
 - vii. 1 representative from Ravensthorpe District High School.

- B. The RECMC will ensure that its rules of association operate so that:
- i Each Shire representative on the RECMC will have the right to vote in meetings of the RECMC.
 - ii The positions of the 2 community members on the RECMC are advertised in the Community Spirit newspaper with applicants only eligible for a community position on the RECMC if they are not a member of an organization with representatives already on the RECMC.”

The vacant Community Representative position was advertised and has now closed. One submission was received by the Chief Executive Officer and subsequently the RECMC for assessment. The RECMC received this nomination at its planned meeting of 7th November 2013 where Mr Don Lansdown formally submitted his nomination to the group. Due to the shortfall in attracting a quorum to this meeting, an e-vote was processed to ensure an acceptance and recommendation to Council could be made in a timely manner, this being accepted 7/0.

It is therefore recommended by the RECMC that Mr Don Lansdown be appointed by Council as the 2nd Community Representative for the RECMC.

Consultation:

With the Ravensthorpe Entertainment Centre Management Committee Incorporated (RECMC).

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

- Council is required to endorse or reject all proposed expenditure recommended by the REC MC.
- Adequate funds are available from RECMC Bar and Membership profits.

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 10.4.1
Moved: Cr Gairen	Seconded: Cr Belli
That Mr Don Lansdown be appointed as a Community Representative on the Ravensthorpe Entertainment Centre Management Committee.	
Carried: 7/0	Res: 210/13

10.4.2 COUNCIL MEETING DATES – 2014

File Ref:	CR.CC.3
Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	11 November, 2013
Author:	Portia Ridout – Executive Assistant
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	None

Summary:

Council is required to determine meeting dates for 2014.

Background:

In accordance with the Local Government Act 1995, Council is required to advertise Council meeting dates at least once per annum.

Council should also give consideration to the number of meetings to be held in Hopetoun and Munglinup. The OFFICER RECOMMENDATION is that the meeting schedule remain the same as last year.

Comment:

A recommended 2014 schedule of Council meetings is as follows:

DATE	VENUE	START TIME
January 2014	Nil	Nil
Monday 17 February 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday 20 February 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 17 March 2014	Hopetoun Emergency Services Building	5.00 pm
Thursday 20 March 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 21 April 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday 24 April 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 19 May 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday 22 May 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 16 June 2014	Hopetoun Emergency Services Building	5.00 pm
Thursday 19 June 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 21 July 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday 24 July 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 18 August 2014	Munglinup Recreation Centre	5.00 pm
Thursday 21 August 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 15 September 2014	Hopetoun Emergency Services Building	5.00 pm
Thursday 18 September 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 20 October 2014	Hopetoun Emergency Services Building	5.00 pm
Thursday 23 October 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 17 November 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday 20 November 2014	Ravensthorpe Council Chambers	5.00 pm
Monday 15 December 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday 18 December 2014	Ravensthorpe Council Chambers	5.00 pm

Consultation:

Meeting dates will be advertised in the Community Spirit, Community Resource Centres, Council notice board and the Esperance Express.

Statutory Obligations:

The Local Government Act 1995, Local Government (Administration) Regulations, require that the meetings for the year be advertised for public information.

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 AND COUNCIL DECISION			ITEM 10.4.2
Moved: Cr Belli			Seconded: Cr Dunlop
That the following Council meeting dates be adopted for 2014 and be advertised for public information, in accordance with the Local Government Act 1995.			
DATE	VENUE	START TIME	
	January 2014	Nil	
Monday	17 February 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday	20 February 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	17 March 2014	Hopetoun Emergency Services Building	5.00 pm
Thursday	20 March 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	21 April 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday	24 April 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	19 May 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday	22 May 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	16 June 2014	Hopetoun Emergency Services Building	5.00 pm
Thursday	19 June 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	21 July 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday	24 July 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	18 August 2014	Munglinup Recreation Centre	5.00 pm
Thursday	21 August 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	15 September 2014	Hopetoun Emergency Services Building	5.00 pm
Thursday	18 September 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	20 October 2014	Hopetoun Emergency Services Building	5.00 pm
Thursday	23 October 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	17 November 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday	20 November 2014	Ravensthorpe Council Chambers	5.00 pm
Monday	15 December 2014	Ravensthorpe Council Chambers	5.00 pm
Thursday	18 December 2014	Ravensthorpe Council Chambers	5.00 pm
Carried: 7/0			Res:211/13

The Chief Executive Officer advised Council that the agenda for the December meetings will be relatively small and given the Christmas period suggested the option of having one Ordinary Council Meeting in December 2013.

COUNCIL DECISION	ITEM 10.4.1
Moved: Cr Kelton	Seconded: Cr Dunlop
That the Ordinary Council Meeting in December 2013 be held on Monday 16 December, 2013.	
Carried: 7/0	Res: 212/13

10.4.3 SOUTH COAST MANAGEMENT GROUP – COMMUNITY MEMBERS**File Ref:**

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	11 November, 2013
Author:	Portia Ridout – Executive Assistant
Authorising Officer:	Pascoe Durtanovich – Chief Executive Officer
Attachments:	None

Summary:

Council is requested to consider the appointment of Community members to the South Coast management Group.

Background:

The South Coast Management Group is an incorporated organisation and covers the coastal zone area from the western boundary of the Shire of Denmark to the eastern boundary of the Shire of Esperance.

There are five (5) local governments involved:

- Shire of Denmark
- City of Albany
- Shire of Jerramungup
- Shire of Ravensthorpe
- Shire of Esperance

Membership of the Association consists of:

- Chief Executive Officer (or their proxy) from each Local Government
- Two (2) elected members (or their proxy) appointed by each Local Government
- Two (2) community members (or their proxy) appointed by each Local Government
- The elected members and community members are appointed for a two (2) year term to coincide with the Ordinary Local Government elections.

The objectives of the Association are:

- Create an environment of sustainable development;
- Promote economic, community and environmental wellbeing in the Region;
- Faster co-operative and collaborative arrangements;
- Protection of coastal and marine environment;
- Involve the community in coastal and marine planning and management;
- Consider matters of common interest to members and where practicable to establish common policy;
- Facilitate co-operative activities of members at a regional level;
- Identify priorities for promotion of regional initiatives;
- Sponsor or engage in publishing educational material and research in coastal and marine initiatives;

- Establish and maintain a public fund the “SCMG Public Tax Deductible Donations Fund” for the specific purpose of supporting the Environmental Objectives of the SCMG. The SCMG Public Tax Deductible Donations Fund must comply with the requirements of subdivision 30-E of the Income Tax Assessment Act 1997.

Comment:

In 2011 the admin advertised the two positions. Only one application was received at that time, being from Mr Bill Auburn who is the current chair of the group.

The positions have not been advertised on this occasion as Mr Auburn has nominated and Mr Don Lansdown has nominated. Rather than go through the advertising process with the expected limited response it is recommended that the two nominations be accepted and Mr Auburn and Mr Lansdown be appointed to the positions.

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

OFFICER RECOMMENDATION AND COUNCIL DECISION	ITEM 10.4.3
Moved: Cr Duncan	Seconded: Cr Kelton
That Mr Bill Auburn and Mr Don Lansdown be appointed to the South Coast Management Group as community members for the Shire of Ravensthorpe.	
Carried: 7/0	Res: 213/13

10.4.4 FITZGERALD COAST TOURISM ASSOCIATION – CHANGE TO CONSTITUTION**File Ref:**

Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	13 November, 2013
Author:	Pascoe Durtanovich – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	Yes – Proposed Amendments

Summary:

The Fitzgerald Coast Tourism Association (FACTA) is proposing changes to its constitution and is seeking Council support for a change to the number of Local Government representatives on the committee.

Background:

The current tourism governance model was supported by Council in December, 2010, following acceptance of the Shire of Ravensthorpe Tourism Strategy. The strategy included recommendations on a change to the governance model.

At the meeting on 23 December, 2010 Council resolved as follows:-

That Council support the establishment of a new Tourism Governance Committee Structure, consisting of eight members, five nominated by RHAPS and three appointed by Council.

Comment:

FACTA is proposing a number of changes to their constitution, the change most relevant to the Shire is to Clause 10(1). This clause currently reads:-

Subject to sub-rule (9), the affairs of the Association will be managed exclusively by a committee of Management consisting of 8 persons-

Of these three (3) members shall be nominated by the Ravensthorpe Shire Council: these being:-

The President of the Shire of Ravensthorpe
The Chief Executive Officer
And One Councillor from the Shire of Ravensthorpe and five members, all of whom must be financial members of the association and shall be elected to the committee at the annual general meeting.

Proposed Amendment

10(1) Subject to sub-rule (9), the affairs of the Association will be managed exclusively by a Committee of Management consisting of 8 persons-

Of these two (2) members shall be nominated by the Ravensthorpe Shire Council: those being:-

The Chief Executive Officer of the Shire of Ravensthorpe or his appointee and one Councillor from the Shire of Ravensthorpe and six other members, all of whom must be financial members of the Association and shall be elected to the committee at the annual general meetings.

The amendment to enable the Chief Executive Officer to appoint another officer in his/her position was initiated by the CEO to give flexibility to the new CEO who may not wish to be on the Committee.

The reduction in the number of Councillor representatives is to enable an additional community member to be appointed, to give greater flexibility for appointment of office bearers.

Consultation:

Undertaken by FACTA with its members in accordance with the Association's Constitution.

Statutory Obligations:

Not applicable

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 10.4.4

That the proposed amendments to the Fitzgerald Coast Tourism Association constitution, as outlined in attachment 10.4.4 be supported.

COUNCIL DECISION

ITEM 10.4.4

Moved: Cr Dunlop

Seconded: Cr Goldfinch

That the proposed amendments to the Fitzgerald Coast Tourism Association constitution, as outlined in attachment 10.4.4 be supported, with the exception of reduction to the number of Council representatives.

Carried: 7/0

Res: 214/13

10.4.5 RAVENSTHORPE MAINSTREET PROJECT CONCEPT PLANS**File Ref:****Applicant:**

Not applicable

Location:

Not applicable

Disclosure of Officer Interest:

None

Date:

14 November, 2013

Author:

Pascoe Durtanovich – Chief Executive Officer

Authorising Officer:

Not applicable

Attachments:

Yes - Concept Plans

Summary:

Council is requested to adopt the draft Ravensthorpe Streetscape Concept plans prepared by Sally Malone Design and recommended by the Ravensthorpe Streetscape Committee.

Background:

The Streetscape Committee was established some five years ago to develop concept plans for the upgrading of the Main Street through Ravensthorpe.

The Committee progressed the project to a certain stage however could not complete the task until such time as the heavy vehicles were provided and alternative route. The Committee went into recess until the issue of a heavy haulage road for Ravensthorpe was resolved, this occurred in 2012 with State Government funding been made available for the heavy haulage road and a major revitalisation of the main street and associated areas of the town.

The original committee was reconvened and has worked closely with the appointed design consultant to prepare the concept plans.

Comment:

Key elements of the Streetscape project include:-

- Priority zones
 - Priority 1 - Queen Street to School (Primary Business Zone)
 - Priority 2 - Queen Street west to new heavy haulage road junction and east from school to new round about.

- Undergrounding of street lighting
- Special Projects 1 to 8
 - Project 1 - Discovery Walk
 - Project 2 - Parking and Signage opportunities
 - Project 3 - Ravensthorpe Palettes
 - Project 4 - A Heart of Ravensthorpe (Town Square)
 - Project 5 - Greenways
 - Project 6 - Open for businesses
 - Project 7 - Parks enhancement
 - Project 8 - Designing the details

The intention is to display the plans for public information and comment. Work in the main street will not commence until such time as the heavy haulage road is completed, however, if advanced funding is forthcoming it is proposed that the sealing of the caravan parking area off Dunn Street be undertaken this summer.

Over the next twelve months construction design will be undertaken will emphasis on traffic management, range view park and the town square.

A cost estimate of up to \$3 million dollars has been ascertained. Main Roads WA has been requested to quarantine this money from the heavy haulage road project funding.

Consultation:

The concept plans will be advertised for public comment, however, it is more for information rather than major changes.

Statutory Obligations:

NIL

Policy Implications:

NIL

Budget / Financial Implications:

The cost of the project is up to \$3 million, to be funded as part of the Ravensthorpe heavy haulage road project.

Strategic Implications:

Revitalisation of the town centre is included in a number of Shire and regional strategic plans.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
The project will potentially increase commercial activity in the town centre and will encourage through traffic away from the heavy haulage road.
- **Social:**
A major improvement to the appearance of the town centre will foster community pride and ownership. The town square concept will encourage community activities.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION ITEM 10.4.5

That the draft Ravensthorpe Street Scape Project concept plans, identified as attachment 10.4.5 be adopted and advertised for public comment for a period of three months.

COUNCIL DECISION ITEM 10.4.5

Moved: Cr Duncan

Seconded: Cr Dunlop

That:

1. The draft Ravensthorpe Street Scape Project concept plans, identified as attachment 10.4.5 be adopted and advertised for public comment for a period of three months.
2. Assessment of angle parking be undertaken during the advertising period.
3. Assessment of options for the provision of Heavy Haulage Vehicle parking, outside the priority development zone, within a reasonable distance to the town centre, be undertaken.

Carried: 7/0

Res:215/13

11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
NIL**12. 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 – 6.15PM

These minutes were confirmed at the meeting of the _____

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

Date: _____