



## **MINUTES**

For the Council Meeting held on

Tuesday 14 May, 2019

at 6:00 p.m.

In the Council Chambers, Ravensthorpe.



## SHIRE OF RAVENSTHORPE

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A handwritten signature in black ink, appearing to be "Gavin Pollock".

**Gavin Pollock**  
**Chief Executive Officer**

3/5/2019

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**ORDINARY MEETING OF COUNCIL**  
**HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE**  
**ON 14 MAY 2019, COMMENCING AT 6PM**

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**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS****2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE**

MEMBERS: Cr Keith Dunlop (Shire President)  
Cr Julianne Belli (Deputy Shire President)  
Cr Kerry Dickinson  
Cr Thomas Major  
Cr Graham Richardson  
Cr Peter Smith

STAFF: Gavin Pollock (Chief Executive Officer)  
Les Mainwaring (Director of Corporate and Community Services)  
Graham Steel (Director Technical Services)  
Helen Coleman (Executive Assistant)

APOLOGIES:

ON LEAVE OF ABSENCE:  
Cr Ian Goldfinch

VISITOR: Belinda Mcharg from 6.00pm to 6.09pm  
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**

**Recommendation:**

**That Council endorse;**

**Res: 38/19**

Cr G Richardson be granted leave from 15 May 2019 to 22 June 2019 inclusive.

**Moved: Cr Smith      Seconded: Cr Dickinson**

**Carried: 5/0**

**6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS**

Nil.

**7. CONFIRMATION OF MINUTES****7.1 COUNCIL MEETING – 15 APRIL 2019 AND 18 APRIL 2019**

COUNCIL DECISION	ITEM 7.1
<b>Moved: Cr Dickinson</b>	<b>Seconded: Cr Richardson</b>
	<b>Res: 39/19</b>
That the minutes of the meeting of council held on 15 April 2019 and 18 April 2019 be confirmed as a true and correct record of proceedings.	
	<b>Carried 6/0</b>

**8. SUSPENSION OF STANDING ORDERS**

Nil.

**9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS**

Nil.

**10. REPORTS OF OFFICERS****10.1 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – APRIL 2019**

**File Reference:** GR.ME.8  
**Location:** Shire of Ravensthorpe - Administration  
**Applicant:** Internal  
**Author:** Helen Coleman – Executive Assistant  
**Authorising Officer:** Les Mainwaring – Director of Corporate and Community Services  
**Date:** 3 May 2019  
**Disclosure of Interest:** Nil  
**Attachments:** 10.1.1.1 Schedule of Payments to 31 March 2019  
 10.1.1.2 Credit Card Transactions to 30 April 2019  
**Previous Reference:** Nil  
**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:**

Period 1/7/2018 – 30/4/2019

**2018/19**

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	1,367	2,442,344	90,290	12,115	950		174,327
Aug	37,082	2,032,888	225,672	5,618	688	2,301,948	212,428
Sep	10,479	887,060	53,711	5,559	2,617	959,426	173,926
Oct	10,076	1,922,570	115,844	8,636	2,049	2,059,175	123,007
Nov	13,107	1,535,900	83,928	6,003	1,815	1,640,752	161,814
Dec	4,095	1,420,883	97,019		833	1,522,831	238,074
Jan	11,899	493,318	48,486	4,145	580	558,427	171,237
Feb	9,940	886,889	211,726	2,817	540	1,111,912	184,652
Mar	1,155	2,560,559	106,713	2,185	1,350	2,671,962	251,635
Apr	1,599	2,112,538	123,583	3,438	530	2,241,688	172,442.55
May						0	
Jun						0	
<b>Total</b>	<b>100,800</b>	<b>16,294,947</b>	<b>1,156,973</b>	<b>50,515</b>	<b>11,952</b>	<b>17,615,187</b>	<b>1,863,543</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>317,445</b>	<b>19,427,351</b>	<b>2,601,283</b>

**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:**

Bev Webb – Consultant Finance Officer.

**Statutory Environment:**

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

**Policy Implications:** N/A.

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

**Strategic Implications:** N/A.

**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.

**Risk Implications:**

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1

has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Voting Requirements:**

Simple Majority

**Moved: Cr Belli****Seconded: Cr Smith****Res: 40/19****Recommendation:**

**That pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of April 2019 be noted.**

**Carried: 6/0**



**10.1.2 MONTHLY FINANCIAL REPORT –30 APRIL 2019**

<b>File Reference:</b>	<b>GR.ME.8</b>
<b>Location:</b>	<b>Shire of Ravensthorpe - Administration</b>
<b>Applicant:</b>	<b>Internal</b>
<b>Author:</b>	<b>Bev Webb – Consultant Finance Officer</b>
<b>Authorising Officer:</b>	<b>Les Mainwaring –Director of Corporate and Community Services</b>
<b>Date:</b>	<b>3 May 2019</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>10.1.2.1 – Monthly Financial Reports for April 2019 (to be tabled at meeting)</b>
<b>Previous Reference:</b>	<b>Nil</b>

**Summary:**

In accordance with the *Local Government Financial Management Regulations (1996)*, Regulation 34, a local government is to prepare a monthly Statement of Financial Activity for approval by Council.

**Background:**

Council is requested to review the April 2019 Monthly Financial Reports.

**Comment:**

The April 2019 Monthly Financial Report is presented for review.

**Consultation:**

Chief Executive Officer.

**Statutory Environment:**

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996 apply.

**Policy Implications:**

Nil.

**Financial Implications:**

All expenditure has been approved via adoption of the 2018/19 Annual Budget, or resulting from a Council Motion for a budget amendment.

**Strategic Implications:** Strategic Community Plan 2014 – 2024

Theme 4 – Civic Leadership: 4.2 High quality corporate governance, accountability & compliance.

**Sustainability Implications:**

- **Environmental:**  
Not applicable to this specific recurring report.

- **Economic:**  
Not applicable to this specific recurring report.
- **Social:**  
Not applicable to this specific recurring report.

**Risk Implications:**

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Voting Requirements:**

Simple Majority

**Moved: Cr Richardson****Seconded: Cr Smith****Res: 41/19****Recommendation:****That Council receive the April 2019 Monthly Financial Report as presented.****Carried: 6/0**

## 10.2 MANAGER OF PLANNING AND DEVELOPMENT

### 10.2.1 PROPOSED SIGNAGE (LOLLIPOP) LOT 806 MORGANS STREET, RAVENSTHORPE

<b>File Reference:</b>	<b>P19-04</b>
<b>Location:</b>	<b>Lot 806 (89) Morgans Street, Ravensthorpe</b>
<b>Applicant:</b>	<b>Darren &amp; Belinda Mcharg</b>
<b>Author:</b>	<b>Richard Hindley – Manager Strategic Planning &amp; Land Projects</b>
<b>Authorising Officer:</b>	<b>Richard Hindley – Manager Strategic Planning &amp; Land Project</b>
<b>Date:</b>	<b>30 April 2019</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>10.2.1.1 – Plans and Information 10.2.1.2 – Submissions – First round of Advertising 10.2.1.3 – Elevation Plans as Readvertised 10.2.1.4 – Submissions on Amended Plans 10.2.1.5 – Petition in support of proposal</b>
<b>Previous Reference:</b>	<b>Item 10.2.1 February 2019 Ordinary Meeting of Council</b>

#### **Summary:**

For Council to consider an application for the development of an oversized sign at Lot 806 (89) Morgans Street, Ravensthorpe.

#### **Background:**

##### ***Site Description***

Lot 806 (89) Morgans Street, Ravensthorpe is 1,012m<sup>2</sup> in area and is currently developed as a shop being the Yummylicious Candy Shack.

##### ***Assessment:***

The following are the zoning and Scheme requirements under Local Planning Scheme No. 6.

Lot 806 (89) Morgans Street is zoned 'Rural Townsite' by the Shire's Local Planning Scheme No. 6.

The objectives of the zone are as follows:

- i. To provide for a range of land uses that would typically be found in a small country town.*
- ii. To provide a flexible approach to development to encourage the growth of the townsites within the Shire of Ravensthorpe.*
- iii. Ensure the existing amenity and character of the townsites within the Shire of Ravensthorpe are retained by ensuring the compatibility of considered land uses.*
- iv. Ensure the efficient use of services and infrastructure within the Shire's townsites.*

The following provisions are contained in Local Planning Scheme No. 6:

4.12 Development in the Rural Townsite and Mixed Use Zones.

4.12.1 All development within the Rural Townsite and Mixed Use Zones shall have regard to any Local Planning Policy adopted by the local government.

- 4.12.2 All development within the Rural Townsite and Mixed Use Zones shall be of a design, and constructed from materials that complement the existing character and amenity of the zone as determined by the local government.
- 4.12.3 Residential development within the Rural Townsite and Mixed Use Zones is only permitted where it is proposed in conjunction with a non-residential land use or where an existing non-residential land use is operating. The local government may consider a standalone residential development where it can be demonstrated that it will not prejudice the primary street frontage to be used for non-residential land uses.
- 4.12.4 Residential development shall be permitted to a maximum density of R50 within the Rural Townsite and Mixed Use Zones. Any such residential development shall comply with the relevant requirements of the R-Codes as determined by the local government and clause 4.2.
- 4.12.5 All development within the Rural Townsite and Mixed Use Zones shall have due regard to the impact on existing residential development in terms of:
- a) Scale, bulk and height of proposed buildings;
  - b) The proposed activities associated with the land use including hours of operation; and
  - c) The general amenity of the area.
- 4.30 Building height
- 4.30.1 Except where provided elsewhere in the Scheme, the maximum height limits for buildings and structures above natural ground level throughout the Scheme Area irrespective of whether or not development approval is required pursuant to this Scheme is 10m.

Due to the nature of the proposed development the Advertising Signs Local Planning Policy applies.

Sign Type	Maximum Height	Maximum Width	Maximum Area	Minimum Height of Sign Above NGL	Maximum Height of Sign Above NGL	Maximum Projection from Building	Minimum Setback to Front Boundary	Minimum Setback to Side Boundary	Special Requirements
<b>Pylon Sign</b>	6.0 m		4m <sup>2</sup>	2.75 m ** (see iv)	6.0 m	-	-	2.0 m	i. Exemptions: <ul style="list-style-type: none"> <li>a. Where pylon signs are to be erected on a lot on which a factory tenement building or small shops are erected or are to be erected the Shire may require all pylon signs to be incorporated into one sign in which case:               <ul style="list-style-type: none"> <li>* all of the constituent or infill signs are of an equal size; and</li> <li>* one constituent or infill sign is provided for each business, shop or unit on the lot</li> </ul> </li> <li>ii. One sign per tenancy/business;</li> <li>iii. be supported on one or more piers or columns of brick, stone, concrete, timber or steel of sufficient size and strength to support the sign under all conditions</li> <li>iv. May be permitted at less than 2.75m above NGL where located in a landscaping strip or similar</li> </ul>
<b>Compliance with Policy Standard (Y/N)</b>	Y		N	N*	N	-	-	Y	* If approved subject to a condition to have a landscaping strip under the sign.

Under Clause 4.12.1 all development within the 'Rural Townsite' zone shall have regard to any Local Planning Policy adopted by the local government.

Under Clause 4.30.1 a structure (such as this sign) is not to exceed a height of 10m.

Schedule 2 Clause 3 (5) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Deemed Provisions) states:

- (5) In making a determination under this Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with this Scheme.

A result of this Clause means that although the sign is taller than the Advertising Signs Local Planning Policy allows it is consistent with the Scheme requirement for the height and the sign complies with the Scheme in this respect.

The proposed development is not consistent with the Maximum Area for a Pylon Sign in Table 1 – Sign Specifications in the Advertising Signs Local Planning Policy. In this instance the maximum area under the policy is 4m<sup>2</sup> whereas the main portion of the sign exceeds 12m<sup>2</sup>.

**Comment:**

The application has been referred to Council due to non-compliance with a Local Planning Policy as well as objections being received. A breakdown of the concerns outlined in the objection and submission can be found in the consultation section.

Council's additional request for schematics resulted in hand drawn images being supplied by the applicant.

It should be noted that a Scheme Amendment is currently being prepared which will amend the Building Height clause by removing the reference to 'Structures'. This will leave the development control with the current policy standard.

The structure does not comply with Advertising Signs Local Planning Policy and as such the Officers Recommendation is for the refusal of the application as per the policy.

**Options**Option 1 – Refuse

That Council resolve to refuse Development Application P19-04 for an oversized sign at Lot 806 (89) Morgans Street, Ravensthorpe for the following reason:

- 1) The proposed development is not consistent with the Maximum Area for a Pylon Sign in Table 1 – Sign Specifications in the Advertising Signs Local Planning Policy.

This is the COUNCIL DECISION as the proposal is inconsistent with a component of a Local Planning Policy. The administration is bound to the policy provision however an alternative recommendation is included as Council have the power to approve the development as it only needs to give regard to the Policy when making its decision.

Option 2 – Approve

That Council resolve to approve Development Application P19-04 for an oversized sign at Lot 806 (89) Morgans Street, Ravensthorpe subject to the following conditions:

- 1) Development shall be carried out and fully implemented in accordance with the details indicated on the stamped approved plans unless otherwise required or agreed in writing by the Shire of Ravensthorpe (Planning Services).
- 2) The area beneath the sign is to be landscaped to prevent pedestrian access under the sign and thereafter shall be maintained as landscaped areas at all times.
- 3) During construction stage, adjoining lots are not to be disturbed without the prior written consent of the affected owner(s).
- 4) The signs shall be kept clean and maintained free of dilapidation at all times to the satisfaction of the Shire of Ravensthorpe (Planning Services).

And the following advice notes:

- 1) **THIS IS NOT A BUILDING PERMIT.** An application for a building permit is required to be submitted and approved by the Shire of Ravensthorpe prior to any works commencing on-site.
- 2) The development is to comply with the *Building Code of Australia, Building Act 2011, Building Regulations 2012* and the *Local Government Act 1995*.
- 3) It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire of Ravensthorpe will take no responsibility for incorrectly located buildings.
- 4) It is the responsibility of the developer to search the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.
- 5) The applicant is to liaise with Shire of Ravensthorpe to ascertain the location of any and all shire infrastructure prior to the commencement of works.
- 6) Any requirement to move, relocate, repair or adjust existing shire infrastructure is to be at the cost of the applicant.

This option is presented to Council as it is not bound by the Local Planning Policy however it has to give it regard in making a determination.

### Consultation:

The application was initially advertised on the Shire's webpage as well as the associated Facebook Page with advertising occurring between the 16 January and 30 January 2019. During the advertising seven (7) submissions were received.

The matters referred to in the submissions are summarised as follows. Please note that some submissions covered multiple points.

Grounds of Objection	Planning Services Comments and Recommendation
General lack of support	Noted
Negative impact on visual amenity	There are potential impacts of the development on visual amenity however it is consistent with the current development on the site.
Not in keeping with established brand	Whilst it may be considered with the wider established brand within Ravensthorpe the proposed sign is in keeping with the style of the development on the subject site.
Concern about precedent	It is acknowledge that a precedent may be created by this proposal. It should however be noted that a Scheme Amendment is being prepared to default the height of a sign to the Local Planning Policy rather than the Scheme.
Possible compromise to lower to same height as the building	The structure's height complies with Clause 4.30.1 of Local Planning Scheme No. 6 which invalidates the height provision in the Local Planning Policy in this instance.
Want details on structure and materials when finalised	The structure of the sign is outlined in the application and the finish of the sign is to resemble a lollipop.
Want some link to the community – include a wildflower theme/art work.	Noted however the proponent has applied for a specific style of sign so this may not be possible.
Concern about health impacts of consuming too much sugar	The Development Application is for a sign. Whilst it may increase patronage to the associated store it is not considered that the overall health impact of the sign will be significant.
Request and emergency public meeting for residents of the Shire to be fully consulted	The Development Application was advertised in accordance with Clause 64 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Not opposed to big things – can attract visitors to stop, however believes it should represent the town or area - include a wildflower theme/art work.	Noted however the proponent has applied for a specific style of sign so this may not be possible.

As a result of Council's resolution at the February Ordinary Meeting of Council the application was readvertised on the Shire's webpage as well as the associated Facebook Page with advertising occurring between the 6 April and 20 April 2019. During the advertising six (6) submissions and a petition with 353 signatures were received in support of the proposal.

The matters referred to in the second round of submissions are summarised as follows. Please note that some submissions covered multiple points.

<b>Reason for Support</b>	<b>Planning Services Comments and Recommendation</b>
General support	Noted
It would be a tourist attraction	Noted
Wildflower show is a 2 week exhibition and is not a reason why should stick to one direction of what the area has to offer.	Noted
It's a novel way to attract people to the town.	Noted
Need to improve offer to encourage tourists to stray in town and support town.	Noted
Achievement for town	Noted
Lollies and the like is a tourism industry applicable throughout the year.	Noted
Bright happy place that could attract tourist to town.	Noted

The petition which was signed 353 times posed the following question:

By signing this document, you are acknowledging that the concept of having Ravensthorpe (The Yummylicious Candy Shack) hosting the Guinness world record for largest free-standing lollipop is something you support without exception!

### **Statutory Environment:**

Local Planning Scheme No. 6

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

Under Clause 4.12.1 all development within the Rural Townsite and Mixed Use Zones shall have regard to any Local Planning Policy adopted by the local government. Schedule 2 Clause 3 (5) of the Deemed Provisions also states that in making a determination under this Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with this Scheme.

It should also be noted that pursuant to Section 211(1) of the *Planning and Development Act 2005*, a person aggrieved by the failure of a local government to enforce or implement effectively the observance of a local planning scheme may make representation to the Minister. If the Minister considers it appropriate to do so, representation may be referred to the State Administrative Tribunal for its report and recommendation. Following subsequent actions and recommendation by the SAT the Minister may order the local government to do all things considered necessary for enforcing the observance of the Scheme or any provisions of the Scheme.

### **Policy Implications:**

Local Planning Policies are guidelines used to assist the local government in making decisions under the Local Planning Scheme and may address land use as well as



development requirements. Although Local Planning Policies are not part of the Local Planning Scheme they must be consistent with, and cannot vary, the intent of the Local Planning Scheme provisions. In considering an application for Planning Approval, the local government must have regard to a Local Planning Policy as required under Clauses 3(5) and 67 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2.

### Financial Implications:

None for Council

### Strategic Implications:

The proposal is to do with the following theme of the Strategic Community Plan:

Theme 1:

A healthy, strong and connected community that is actively engaged and involved;  
Outcome 1.2 “Vibrant & attractive townsite”.

### Sustainability Implications:

- **Environmental:**

There are no known significant environmental considerations.

- **Economic:**

There are potential economic benefits to the Ravensthorpe townsite from the proposed signage by increasing patronage to the town centre and the flow-on effects of increased trade and patronage.

- **Social:**

There are potential impacts of the development on visual amenity however it is consistent with the current development on the site.

### Risk Implications:

Risk	Low (1)
Risk Likelihood (based on history and with existing controls)	Low (1)
Risk Impact / Consequence	Low (1)
Risk Rating (Prior to Treatment or Control)	Low (1)
Principal Risk Theme	Low (1)
Risk Action Plan (Controls or Treatment Proposed)	Low (1)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1

has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Voting Requirements:**

Simple Majority

**Recommendation:**

**That Council resolve to refuse Development Application P19-04 for an oversized sign at Lot 806 (89) Morgans Street, Ravensthorpe for the following reason:**

- 1) The proposed development is not consistent with the Maximum Area for a Pylon Sign in Table 1 – Sign Specifications in the Advertising Signs Local Planning Policy.**

**Voting Requirements:**

Simple Majority

**Moved: Cr Dickinson**

**Seconded: Cr Major**

**Res: 42/19**

**Recommendation:**

**That the item be lifted from the table and report option 2 being adopted.**

**Carried: 4/2**

**Voting Requirements:**

Simple Majority

**Moved: Cr Smith****Seconded: Cr Dickinson****Res: 43/19****Recommendation:****Option 2 – Approve**

That Council resolve to approve Development Application P19-04 for an oversized sign at Lot 806 (89) Morgans Street, Ravensthorpe subject to the following conditions:

- 5) Development shall be carried out and fully implemented in accordance with the details indicated on the stamped approved plans unless otherwise required or agreed in writing by the Shire of Ravensthorpe (Planning Services).
- 6) The area beneath the sign is to be landscaped to prevent pedestrian access under the sign and thereafter shall be maintained as landscaped areas at all times.
- 7) During construction stage, adjoining lots are not to be disturbed without the prior written consent of the affected owner(s).
- 8) The signs shall be kept clean and maintained free of dilapidation at all times to the satisfaction of the Shire of Ravensthorpe (Planning Services).

And the following advice notes:

- 7) **THIS IS NOT A BUILDING PERMIT.** An application for a building permit is required to be submitted and approved by the Shire of Ravensthorpe prior to any works commencing on-site.
- 8) The development is to comply with the *Building Code of Australia, Building Act 2011, Building Regulations 2012* and the *Local Government Act 1995*.
- 9) It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire of Ravensthorpe will take no responsibility for incorrectly located buildings.
- 10) It is the responsibility of the developer to search the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.
- 11) The applicant is to liaise with Shire of Ravensthorpe to ascertain the location of any and all shire infrastructure prior to the commencement of works.
- 12) Any requirement to move, relocate, repair or adjust existing shire infrastructure is to be at the cost of the applicant.

**Carried: 6/0**

Belinda Mcharg left the meeting at 6.09pm and did not return.

**10.3      DIRECTOR OF TECHNICAL SERVICES**  
Nil.

**10.4 CHIEF EXECUTIVE OFFICER**  
Nil.

**11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING****12.1 ELECTED MEMBERS****12.2 OFFICERS****Voting Requirements:**

Simple Majority

**Moved: Cr Dickinson****Seconded: Cr Richardson****Res: 44/19****Council Recommendation:****That Council consider two late items of a confidential nature.****Carried: 6/0****13. MATTERS BEHIND CLOSED DOORS**

In accordance with section 5.23 (2) of the Local Government Act 1995, the meeting closed to members of the public for this item as the following subsection applied

- a) a matter affecting an employee/employees
- b) the personal affairs of any person
- c) a matter that if declared, would reveal – (1) a trade secret (2) information that has a commercial value to a person (3) information about the business, professional, commercial, financial affairs of a person.

**Moved: Cr Smith****Seconded: Cr Belli****Res: 45/19****Voting Requirements:**

Absolute Majority.

**Council Recommendation:**

**In accordance with section 5.23 (2) of the Local Government Act 1995, the meeting closed to members of the public for this item as the following subsection applied**

- (a) a matter affecting an employee/employees**
- (b) the personal affairs of any person**
- (c) a matter that if declared, would reveal –**
  - (1) a trade secret**
  - (2) information that has a commercial value to a person**
  - (3) information about the business, professional, commercial, financial affairs of a person.**

**Carried 6/0**

**Voting Requirements:**

Absolute Majority.

**Moved: Cr Dickinson****Seconded: Cr Smith****Res: 46/19****Recommendation:****That Council authorise;**

- a) An increase to the overdraft facility by \$2,000,000 to \$2,250,000 for a period of not more than six months;
- b) A return to a permanent overdraft facility limit of \$500,000 after the six month expiry period of (a) above.
- c) The giving of one month's local public notice of the proposal,
- d) The CEO to sign documentation necessary for the provision of changes to the overdraft facility as above with Bankwest.

**Carried 6/0****Voting Requirements:**

Absolute Majority.

**Moved: Cr Smith****Seconded: Cr Richardson****Res: 47/19****Recommendation:****That Council;**

1. endorse the Chief Executive Officer negotiating and facilitating the transfer of all Little Barrens Childcare Centre assets, ownership rights and staff over to the Shire of Ravensthorpe.
2. endorse the Shire President and Chief Executive Officer to sign any required documentation relating to this matter and execute the common seal as required.
- 3.

**Carried 6/0****COUNCIL DECISION****That Council re-open the meeting to the public.****Moved: Cr Smith****Seconded: Cr Major****Res: 48/19****Carried 6/0****14. CLOSURE OF MEETING 6.18pm**

These minutes were confirmed at the meeting of the \_\_\_\_\_

Signed: \_\_\_\_\_

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

Date: \_\_\_\_\_