



Shire of  
**Katanning**  
Heart of the Great Southern

'Together, We're Building Katanning's Future'

**MINUTES OF A  
ORDINARY COUNCIL MEETING**

Dear Council Member

Minutes of the Ordinary Council Meeting of the Shire of Katanning held on  
Tuesday 22 August 2017, in the Shire of Katanning Council Chambers,  
14 Austral Terrace, Katanning, commencing at 6:00pm.

DISCLAIMER

The Council of the Shire of Katanning hereby  
advises that before taking any action on an application or a  
decision of the Council, any applicant or members of the  
public should wait for written advice from the Council.

PRESIDING MEMBER \_\_\_\_\_

DATE SIGNED \_\_\_\_\_



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**1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS**

The Presiding Member declared the meeting open at 6.00pm.

**2. RECORD OF ATTENDANCE****PRESENT**

Presiding Member: Cr Liz Guidera - President

Members: Cr Craig McKinley - Deputy President  
Cr Danny McGrath

Cr Martin Van Koldenhoven  
Cr John Goodheart  
Cr Alep Mydie  
Cr Richard Kowald  
Cr Owen Boxall

Council Officers: Julian Murphy, Chief Executive Officer  
Uwe Striepe, Director Engineering & Development Services  
Sam Davis, Executive Manager, Projects and Community Building  
Andrus Budrikis, Executive Manager Property & Assets  
Libby French, Manager Finance  
Taryn Human, Governance Executive Officer

Gallery: Doug Cherry  
Teresa Flugge  
William Collis  
Isabel Collis  
Matt Collis  
Peter Jolly  
Arthur Todd  
Dom Pontillo

Media:

Apologies: Cr Serena Sandwell

Leave of Absence:

**3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

**4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS**

Cr Danny McGrath	10.3.1	Disclosure of Interest Affecting impartiality
Cr Richard Kowald	10.3.1	Disclosure of Interest Affecting impartiality
Cr Craig McKinley	10.3.1	Disclosure of Interest Affecting impartiality
Cr John Goodheart	10.3.1	Disclosure of Financial Interest

**5. PUBLIC QUESTION/STATEMENT TIME**

Mr Doug Cherry requested that Council reconsider the amount in the recommendation for item 10.6.2 for the CFAP application to the Lion's Club for the Concert in the Park. The Lions Club have already had some funds reduced and may need to cancel the event should not enough funding be received.

**6. APPLICATIONS FOR LEAVE OF ABSENCE****6.1 Application for Leave of Absence Cr McKinley**

**MOVED: CR RICHARD KOWALD**

**SECONDED: CR JOHN GOODHEART**

**OC100/17 That Council grants Cr McKinley leave of absence for the September 2017 Ordinary Council Meeting.**

**Voting Requirement: Simple majority**

**CARRIED: 8/0**

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil.

**8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING****8.1 Ordinary Council Meeting – 25 July 2017  
(SEE ATTACHED MINUTES)**

**MOVED: CR DANNY MCGRATH**

**SECONDED: CR MARTIN VAN KOLDENHOVEN**

**OC101/17 That the minutes of the Ordinary Council Meeting held on Tuesday 25 July 2017 be confirmed as a true record of proceedings.**

**Voting Requirement: Simple Majority**

**CARRIED: 8/0**

**9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

The President advised that she attended the Independent Review into regional, rural and remote education in Northam today. It's a very important review and the President advised that she will be putting a submission together in the next week. If anybody would like to input into the submission, please forward to the President as it's a very important issue in the Katanning community.

**10. REPORTS OF COMMITTEES AND OFFICERS****Council Motion:****MOVED: CR MARTIN VAN KOLDENHOVEN****SECONDED: CR RICHARD KOWALD**

**OC102/17 That Council considers Item 10.5.1. Licence to Occupy / Sub-Licence to Occupy PTA property (Katanning Men's Shed) as the first order of business.**

**CARRIED 8/0**

Item 10.5.1. was considered as the first order of business.

**10.1 DIRECTOR ENGINEERING & DEVELOPMENT SERVICES REPORTS****10.1.1 Development Application – Community Purpose, Katanning Men’s Shed – Portion of Reserves 15750 & 10422**

**File Ref:** A2916 & A244  
**Reporting Officer:** Delma Baesjou, Consultant Planner  
**Date Report Prepared:** 14 August 2017

**Issue:** To consider a proposal for the Katanning Men’s Shed to use portion of Reserve 15750, Pt Lots 847 and 848 Dore Street for ‘Community Purpose’, with access via portion of Reserve 10422, Lot 559 (48-50) Dore Street.



**Aerial view of subject property and surrounds.  
Vacant shed on Pt Lot 848 associated parking and access on Pt Lots 847 & 559.**

**Body/Background:**

As reported in Item 10.5.1 of the Shire of Katanning Ordinary Council meeting held 25 July 2017, the Katanning Men’s Shed (KMS) has been seeking more appropriate premises for their operations. The vacant shed and adjacent toilet block situated on the subject land was identified as a possible site and negotiations commenced with the Shire and the property owners, the Public Transport Authority (PTA). The PTA has prepared draft Licence documentation for the Shire to occupy the property. KMS has formally requested that the Shire accept a licence from PTA and on-licence the property to them.

The Shed is located on portion of Lot 848. The parking, access and manoeuvring areas to the north east of the shed, is on portion of Lot 847; both are within Reserve 15750.

Practical access to Bokarup Street is across the adjoining/surrounding railway reserve (Pt Lot 559, Reserve 10422)



**Northern elevation of vacant premises – Pt Lots 847 & 848**

The property is zoned 'Commercial' under the current Shire of Katanning Town Planning Scheme No. 4 (TPS4). The applicable definition for the proposed land use is:

Club Premises: means land and buildings used or designed for use by a legally constituted club or association or other body of persons united by a common interest whether such building or premises be licensed under the provisions under the Liquor Licensing Act, 1988 (as amended) or not and which building premises are not otherwise classified under the provisions of the Scheme.

Under TPS4 Club Premises is listed in the Zoning Table as 'AA' (Discretionary) within this zone.

The draft Local Planning Scheme No.5 (LPS5) designates the subject land as 'Enterprise' zone. In addition to this new zone, LPS5 includes a new land-use category:

**community purpose** means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit.

The contemporary definitions and zoning set out in draft LPS5 are pertinent and more appropriate for this application. Both Club Premises and Community Purposes are 'D' (Discretionary) in the Enterprise zone.

The application was assessed, based on the requirements set out in TPS4, draft LPS5 together with the applicable matters listed in Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015.

The following Table lists the selected matters that Council is required to consider under the LPS Regulations, together with planning comments relevant to this application.

Matter	Relevance	Comment
(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area	Yes	<i>Use of the subject land by the Katanning Men's Shed for Community Purpose is consistent with the objectives and intent of the zone and TPS4.</i>
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving	Yes	<i>This proposal is in accordance with the Scheme and is regarded as orderly and proper planning. Draft LPS5 includes a more applicable and contemporary land use category, similar permissibility and development requirements.</i>
(k) the built heritage conservation of any place that is of cultural significance	Neutral	<i>No registered sites or places on the subject land.</i>
(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development	Yes	<i>The proposed change of use is unlikely to have any negative impact on adjoining land.</i>
(n) the amenity of the locality including the following: (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development.	Yes	<i>No significant change in amenity with regard to noise, odour, and lighting given the nature of the land use and the setting, function and purpose of the zone.</i>
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk	Yes	<i>Katanning is recognised as being at risk of townsite salinity. There is no evidence of flooding on this site; occasional, temporary inundation during storm events may occur.</i>

<p>(s) the adequacy of:</p> <p>(i) the proposed means of access to and egress from the site; and</p> <p>(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;</p>	Yes	<p><i>The site layout allows for access/egress from/to Bokarup St via the adjacent Reserve.</i></p> <p><i>The existing hardstand area surrounding the building allows for adequate on-site parking.</i></p> <p><i>Sufficient loading area and manoeuvring room is available.</i></p>
<p>(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety</p>	Yes	<p><i>An increase in vehicle movements is likely, and can be readily accommodated on this section of Bokarup Street without any significant impact on traffic safety.</i></p>
<p>(u) the availability and adequacy for the development of the following:</p> <p>(i) public transport services;</p> <p>(ii) public utility services;</p> <p>(iii) storage, management and collection of waste;</p> <p>(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);</p> <p>(v) access by older people and people with disability</p>	Yes	<p><i>The majority of visitors utilise private vehicles, therefore i, and iv public transport services and access for pedestrians, cyclists and non-motorised transport has limited relevance. In any case, the area surrounding the building is paved and accessible.</i></p> <p><i>Utilities (power, water and sewer) are operational matters for the proponent. Management of refuse to be to LG specifications.</i></p>
<p>(w) the history of the site where the development is to be located;</p>	Yes	<p><i>Activation of the area and use of vacant premises is supported.</i></p>
<p>(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;</p>	Yes	<p><i>The proposed use is regarded as beneficial to the local community.</i></p>
<p>(zb) any other planning consideration the local government considers appropriate.</p>	Neutral	<p><i>The proposal is considered to be consistent with the Shire Katanning Strategic Plans, business Plan and SuperTown Growth and Implementation Plan.</i></p>

### Officer's Comment

Use of the premises by the Katanning Men's Shed is considered to be compatible with surrounding development and land-uses. No significant detrimental impact is anticipated from the proposed refurbishment.

A search for relevant Aboriginal Heritage using the DAA online *Aboriginal Heritage Inquiry System* indicates that the site is not listed as a *Registered Aboriginal Site* or *Survey Area*.

Based on an online search of the Heritage Council WA database using the *inHerit* portal there are no recorded cultural heritage places listed in the State Register of Heritage Places, the Australian Government's heritage list or the local government inventory and other lists.

Any internal alterations or refurbishment will be required to satisfy the Building Code of Australia and relevant Health Statutes.

The proposal to use the building for Community Purposes accords with strategic objectives and is generally consistent with statutory planning requirements; it is unlikely to adversely affect the amenity of the area.

**Statutory Environment:**

Shire of Katanning Town Planning Scheme No. 4

Shire of Katanning draft Local Planning Scheme No. 5

The Planning and Development (Local Planning Schemes) Regulations 2015

The application was assessed based on the requirements set out in TPS4, draft LPS5, the Planning and Development (Local Planning Schemes) Regulations 2015. The proposal is considered to meet the Scheme Objectives for the Commercial and Enterprise zones set out in respectively in TPS4 and draft LPS5, as well as the intent of the Katanning Local Planning Strategy.

**Policy Implications:**

Nil.

**Financial Implications:**

As set out in Council's Schedule of Fees and Charges, the Planning Application Fee for the proposed development is \$147. It is recommended that the Fee be waived.

**Strategic Implications:**

This item assists the Council to deliver on several of its strategic objectives as follows:

***Shire of Katanning Strategic Plan 2013 – 2023, Corporate Business Plan 2013-2018 and Planning Strategy***

*Environment & Land Use – Land Use Development:*

- Flexible Land Use Planning – Facilitate Development and Encourage progressive consolidation and Redevelopment [CBP Ref. P8.5.2 and O8.5.1]

*Development & Leadership - Governance:*

- Legal & Ethical Compliance [CBP Ref. P10.5.3]

*Community Objectives:*

- To actively promote Katanning as a regional centre.

**Officer's Recommendation/Council Motion:****MOVED: CR CRAIG MCKINLEY****SECONDED: CR DANNY MCGRATH**

**OC103/17 That Council grants Development Approval for Portion of Lots 847 and 848, Reserve 15750, Katanning to be used for Community Purpose – Katanning Men's Shed subject to the following conditions:**

- 1) Maintenance of the parking area, accessways and crossover is the responsibility of the developer.**
- 2) All stormwater runoff from the Shed and associated hardstand areas is to be adequately contained on-site, with disposal via connection to the existing drainage system to the satisfaction of the Shire of Katanning in accordance with Engineering requirements and design guidelines.**

**Advice Notes**

- I. Any alterations or upgrading of the crossover onto Bokarup Street is to be in accordance with Shire of Katanning specifications and requirements.**
- II. This Development Approval does not constitute a Building Permit.**
- III. Future use and development is to comply with the Building Code of Australia and the requirements of relevant statutes.**

**Voting Requirement: Simple Majority****CARRIED: 8/0**

Cr Craig McKinley spoke for the motion.

**10.2 DIRECTOR OF CORPORATE SERVICES REPORTS****10.2.1 Monthly Financial Reports**  
(ATTACHMENTS)

**File Ref:** FM.FI.4  
**Reporting Officer:** Libby French, Manager Finance  
**Report Prepared:** 16 August 2017

**Body/Background:**

The Local Government (Financial Management) Regulation 34 states that a local government must prepare a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget for the month.

Variances between budgeted and actual expenditure including the required Material Variances (10% with a minimum value of \$10,000) are included in the variance report.

**Officer's Comment:**

As the 2017/18 budget has not been adopted at the time of preparation, the monthly financial statements presented are actuals for the month of July 2017.

**Statutory Environment:**

Local Government (Financial Management) Regulations 1996.

**Policy Implications:**

There are no direct policy implications in relation to this item.

**Financial Implications:**

Monthly Statement of Financial Activity.

**Strategic Implications:*****Shire of Katanning Strategic Plan 2013 – 2023***

Development and Leadership

- Governance

**Officer's Recommendation/Council Motion:**

**MOVED: CR CRAIG MCKINLEY**

**SECONDED: CR OWEN BOXALL**

**OC104/17 That Council adopts the Statement of Financial Activity for the month ending 31 July 2017, as presented.**

**Voting Requirement:** Simple Majority.

CARRIED: 8/0

## 10.2.2 Schedule of Accounts (ATTACHMENTS)

**File Ref:** FM.FI.4  
**Reporting Officer:** Libby French, Manager Finance  
**Report Prepared:** 16 August 2017

### **Body/Background:**

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Below is a summary of the payments made for the financial year:

Month	Cheques 2017/18	EFT 2017/18	Total Payments 2017/18
July	2,094.85	817,523.87	819,618.72
August			0.00
September			0.00
October			0.00
November			0.00
December			0.00
January			0.00
February			0.00
March			0.00
April			0.00
May			0.00
June			0.00
<b>Total</b>	<b>2,094.85</b>	<b>817,523.87</b>	<b>819,618.72</b>

### **Officer's Comment:**

The schedule of accounts for the month of July 2017 are attached.

### **Statutory Environment:**

Local Government (Financial Management) Regulations 1996.

### **Policy Implications:**

There are no direct policy implications in relation to this item.

### **Financial Implications:**

The 2017/18 budget has not formally been adopted by Council, however July payments largely relate to 2016/17 budgeted expenditure, plus standard operating expenditure such as superannuation, Department of Transport transactions and utilities. The 2017/18 budget is to be considered in the August Ordinary Council Meeting.

**Strategic Implications:****Shire of Katanning Strategic Plan 2013 – 2023**

Development and Leadership

- Governance

**PROCEDURAL MOTION****MOVED: CR MARTIN VAN KOLDENHOVEN****SECONDED: CR DANNY MCGRATH****OC105/17 That Council suspends standing orders.****Voting Requirement:** Simple Majority

CARRIED: 8/0

**PROCEDURAL MOTION****MOVED: CR RICHARD KOWALD****SECONDED: CR JOHN GOODHEART****OC106/17 That Council resumes standing orders.****Voting Requirement:** Simple Majority

CARRIED: 8/0

**Officer's Recommendation/Council Motion:****MOVED: CR CRAIG MCKINLEY****SECONDED: CR DANNY MCGRATH****OC107/17 That Council endorses the Schedule of Accounts as presented, being cheques 41950-41954 totalling \$2,094.85 and direct payments totalling \$817,523.87 authorised and paid in July 2017.****Voting Requirement:** Simple Majority.

CARRIED: 8/0

### 10.2.3 Adoption of the 2017/18 Budget

**File Ref:** FM.BU.1  
**Reporting Officer:** Libby French, Manager Finance  
**Date Report Prepared:** 17 August 2017

**Issue:**

To consider adopting the 2017/18 Budget for the Shire of Katanning.

**Body/Background:**

The Local Government Act 1995, section 6.2 requires a Local Government to prepare and adopt a budget before 31 August.

Commentary is provided supporting the recommendations.

*1 & 2: Rating Information*

The 2017/18 Annual Budget shows a 4.63% increase in rate revenue. After extensive modelling, officers have determined that the rates model as recommended in this report is the most equitable for Katanning ratepayers. The following graph shows the percentage increase in dollars of each rating type – gross rental value (GRV) and unimproved value (UV). The model as presented has the majority of ratepayers receiving increases from 2016/17 not greater than \$100; GRV Properties 96% and UV Properties 57%. The higher percentage of UV properties receiving increases greater than \$100 is a result of some ratepayers grouping multiple parcels of rural land into one assessment. If each of these land parcels were rated individually, each property's increase would be more consistent with the general trend, which on average is approximately \$50 per assessment dependent upon valuation.



Revaluation of Gross Rental Value (GRV) properties last took effect on 1 July 2014. As Katanning sits within a 5-year revaluation cycle, with the exception of one-off revaluations (due to building development, demolition, or objections) no major changes to GRV valuations will occur until 1 July 2019. Those properties rated on the basis of Unimproved Valuation (UV) are revalued annually by the Valuer General. The current year's revaluation resulted in an average increase of 0.12%, compared with 0.09% increase in 2016. Revaluations do not

impact on the amount of rates to raise, but do affect the distribution of how rates are distributed across properties.

### *3: Discount*

For a number of years, Council has offered a 2% discount to ratepayers who pay all rates outstanding in full within 35 days of the rates notice being issued. This is to encourage the prompt payment of rates for cashflow purposes and to maximise investment of available funds. This action assists to minimise rate increases by the inflow of interest from investments, while also aiming to minimise the extent of legal action taken on ratepayers. Section 6.46 of the *Local Government Act 1995* allows for a local government to grant a discount for early payment of rates. The 2017/18 budget forecasts a loss in revenue of \$43,000 by offering the 2% discount.

### *4: Payment options*

Section 6.50 of the *Local Government Act 1995* states that the due date on the rate notice is not to be less than 35 days from the date of issue. Section 6.45 of the *Local Government Act 1995* allows for a local government to provide payment options to ratepayers for the payment of rates. Consistent with prior financial year, ratepayers are offered three options to pay their outstanding rates; in full by the due date, by two instalments, or by four instalments.

### *5 & 6: Interest and Administration Charges for Instalment Options, and Penalty Interest*

Where ratepayers choose to pay their rates by instalments Council is required to adopt a rate of interest to be charged for this option and to determine an administrative charge for this service. Similarly, Council is required to adopt the rate of penalty interest to be imposed on outstanding rates. These charges are consistent with prior years, and are as prescribed by the *Local Government Act 1995*.

### *7 & 8: Refuse, Recycling Charges and Waste Rate*

These charges reflect the requirement for Council to recover the costs of waste disposal and treatment through corresponding revenue. While some operational expenditure has increase, this has been offset by the reduction of contractor charges as a result of renegotiated fees. The result has been no change to the collection and disposal charges from 2016/17 to 2017/18.

### *9: Schedule of Fees and Charges*

The Schedule of Fees and Charges has been reviewed and is included in the budget document. Officers have reviewed the fees and charges based on factors such as the consumer price index (CPI) (Perth CPI from March 2016 to March 2017 of 1.02% has been applied), the cost of providing services compared with the associated fee or charge, comparison with neighbouring Councils, and the practicality and affordability for customers. Noteworthy changes from the 2016/17 fees and charges include the decrease of adult entry to the Katanning Aquatic Centre from \$5.50 to \$5.00, introduction of new planning fees, introduction of a new membership at Katanning Leisure Centre (indoor sports membership), CPI increase of sporting ground fees and advertising fees, and increase of Amherst Village weekly service fee in line with the cost of operation. Statutory changes to building fees applied from 1 July 2017, which Council has no control over.

### *10: Material Variances*

The monthly reporting for 2017/18 is proposed constant with 2016/17 and prior financial years reporting: a variance of 10% or greater of the annual budget for each program area in

the budget, as a level which requires an explanation or report, with a minimum dollar value of \$10,000.

*11, 12 & 13: Elected Members fees and allowances*

Section 7B(2) of the *Salaries and Allowances Act 1975* requires the Salaries and Allowances Tribunal, at intervals of not more than 12 months, to inquire into and determine the amount of: fees, or the minimum and maximum amounts of fees, to be paid under the Local Government Act 1995 ('the LG Act') to elected council members for attendance at meetings; expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members. The latest determination was made on 11 April 2017.

In accordance with the Local Government Act 1995 section 5.99- Annual fee for council members in lieu for attending meetings, a Local Government may decide that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings –

- The annual fee determined by the Salaries and Allowance Tribunal under Salaries and Allowance Act 1975 section 7B; or
- Where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee. In accordance with the Local Government Act 1995 section 5.98(5) Fees etc for Council members. The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid –
- The annual local government allowance determined for mayors or presidents; or
- Where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents that allowance.

In accordance with the Local Government Act 1995 section 5.98A – Allowance for deputy mayor or deputy president, a local government may decide to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowance Tribunal under the Salaries and Allowance Act 1975 section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).

In accordance with section 7B (2) of the Salaries and Allowance Act 1975 the Salaries and Allowances Tribunal is required to “inquire into and determine –

- The amount of fees, or the minimum and maximum amount of fees, to be paid under the Local Government Act to elected council members for attendance at meetings, and
- The amount of expenses, or the minimum and maximum of expenses, to be reimbursed under the Local Government Act 1995 to elected council members; and
- The amount of allowances or the minimum and maximum amounts of allowances, to be paid under the Local Government Act 1995 to elected council members.”

It has been determined that the Shire of Katanning is a Band 3 in the Tribunal’s local government banding model.

For a council member who holds the office of mayor or president, the annual fee range is:

Minimum	Maximum
\$7,612	\$25,091

For a council member other than the mayor or president, the annual fee range is:

Minimum	Maximum
\$7,612	\$16,205

The fee range for an annual allowance for a Mayor, President or Chairman is:

Minimum	Maximum
\$1,015	\$36,591

The fee range for an annual allowance for ICT expenses is:

Minimum	Maximum
\$500	\$3,500

**Officer's Comment:**

The draft budget was presented to Councillors' and reviewed at the budget workshops held on 31 July 2017 and 16 August 2017, with amendments included in the final draft budget.

As presented the draft budget allows for an increase in rates raised of 4.63% from the 2016/17 budget. Significant changes beyond Council's control impact this year's budget and subsequent rates increase. First, the recent announcement of a 42% reduction of the direct roads grant from Main Roads (a loss of \$48,556 towards roads maintenance). Second, the removal of the community pools revitalisation program grant from Department of Sport and Recreation of \$32,000. These two losses alone represent a 2.22% rate increase.

Additionally, utility costs have increased, with the State government imposing increases to the electricity supply charge (10.9%), and water charges (6%).

It is recommended that Council adopt a balanced budget.

**Statutory Environment:**

Local Government Act 1995 – Part 6, Division 2 – Annual Budget  
Local Government (Financial Management) Regulations 1996

**Policy Implications:**

Nil.

**Financial Implications:**

Budget of estimated income and expenditure for the 2017/18 financial year.

**Strategic Implications:**

***Shire of Katanning Strategic Plan 2013 – 2023***

Development and Leadership

- Governance

**Officer's Recommendation/Council Motion:****MOVED: CR CRAIG MCKINLEY****SECONDED: CR****OC108/17 That Council with respect to the 2017/18 Budget for the Shire of Katanning adopts the following:**

- 1) General Rates - the following rates be imposed on rateable property for 2017/18:**
  - Unimproved Values (UV) \$0.011042
  - Gross Rental Values (GRV) \$0.098009
  
- 2) Minimum Rates - the following minimum rates be imposed on rateable property for 2017/18:**
  - Unimproved Values (UV) \$960
  - Gross Rental Values (GRV) \$960
  
- 3) Discount – That Council grants a discount of 2% of the value of current rates (rates levied in 2017/18) if all rates and charges appearing on the rate notice including arrears are paid in full within 35 days of issue of the rates assessment notice.**
  
- 4) Payment Options – that Council adopts the following options for the payment of rates and charges for 2017/18:**
  - Option 1 (Full Payment)**
    - Full amount, less any entitled discount, of rates and charges including arrears to be paid on or before 35 days after the date of service appearing on the rate notice. Granting a 2% discount on this option.
  
  - Option 2 (2 Instalments)**
    - The first instalment of 50% of the total current rates and charges, instalment charges plus the total outstanding arrears payable, within 35 days from the date of issue of the rate notice.
    - The second instalment of 50% of the total current rates and charges and instalment charges, payable 4 months from the due date of the first instalment.
  
  - Option 3 (4 Instalments)**
    - The first instalment of 25% of the total current rates and charges and instalment charges plus the total outstanding arrears payable, within 35 days from the date of issue of the rate notice.
    - The second, third and fourth instalments, each of 25% of the current rates and charges and instalment charges, payable at two monthly intervals after the due date of the first instalment.

- 5) **Interest and Administration Charges for Instalment Options – that Council in accordance with 6.45 of the Local Government Act 1995 imposes the following charges:**
- a) **An administrative charge of \$10 per instalment notice; and**
  - b) **Interest of 5.5% per annum on rates paid by instalments in 2017/18.**
- 6) **Penalty Interest on Overdue Rates – that Council imposes a penalty interest rate of 11% per annum to be imposed on outstanding rates in 2017/18 in accordance with 6.51 of the Local Government Act 1995.**
- 7) **Refuse and Recycling Charges – That Council in accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, imposes the following charges for 2017/18 for the collection and disposal of refuse:**
- **Domestic service 240 litre bin, per bin per year \$350**
  - **Domestic Service (additional 240 litre bin) \$350**
  - **Domestic Service 120 litre bin, per bin per year \$265**
  - **Commercial service 240 litre bin. Per bin per year \$350**
  - **Commercial service (additional 240 litre bin) \$350**
  - **Commercial Service 120 litre, per bin per year \$265**
  - **Street Bin Collection, per bin per year \$165**
  - **Commercial waste management charge \$97**
- 8) **Waste Rate – That Council in accordance with section 66 of the Waste Avoidance and Resource Recovery Act 2007, imposes a waste rate for 2017/18 for the provision of waste services in Katanning. This includes the provision of a local refuse site and street sweeping.**
- Waste Rate:**
- **Unimproved Values (UV) \$0.0001**
  - **Gross Rental Values (GRV) \$0.0001**
- Minimum Waste Rate:**
- **Unimproved Values (UV) \$31.00**
  - **Gross Rental Values (GRV) \$31.00**
- 9) **Fees and Charges – adopts the Schedule of Fees and Charges as detailed for 2017/18 in accordance with section 6.16 of the Local Governments Act 1995.**
- 10) **Material Variances – In relation to financial reporting in 2017/18, adopt a variance of 10% or greater of the annual budget for each program area in the budget, as a level which requires an explanation or report, with a minimum dollar value of \$10,000.**
- 11) **Elected Members Meeting Attendance Fees - adopts the annual sitting fee option and the fee for 2017/18 be set at:**

- Councillors \$10,000 per Councillor
  - President \$10,000 President
- 12) President and Deputy President Allowances – for 2017/18 adopts the annual allowance for the President of \$20,000 and for the Deputy President \$5,000.
- 13) Information and Communication Technology Allowance – for 2017/18 adopts an annual information and communications technology allowance of \$1,100 per elected member.
- 14) Adoption of Annual Budget – that Council adopts the annual budget for 2017/18.

**Voting Requirement:** Absolute Majority

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**PROCEDURAL MOTION**

**MOVED: CR CRAIG MCKINLEY**

**SECONDED: CR MARTIN VAN KOLDENHOVEN**

**OC109/17 That Council suspends standing orders.**

**Voting Requirement:** Simple Majority

**CARRIED: 8/0**

**PROCEDURAL MOTION**

**MOVED: CR DANNY MCGRATH**

**SECONDED: CR CRAIG MCKINLEY**

**OC110/17 That Council resumes standing orders.**

**Voting Requirement:** Simple Majority

**CARRIED: 8/0**

**COUNCIL MOTION:**

**MOVED: CR CRAIG MCKINLEY**

**SECONDED: CR MARTIN VAN KOLDENHOVEON**

**OC111/17 That a special Council Meeting is held on Tuesday 29 August 2017 to consider the annual budget.**

**Voting Requirement:** Simple Majority

**CARRIED: 8/0**

Cr John Goodheart declared a financial interest as he's the secretary of the Katanning Country Club and left the room at 6:30pm.

Cr's Craig McKinley, Richard Kowald and Danny McGrath declared an interest affecting impartiality.

### **10.3 EXECUTIVE MANAGER, PROJECTS AND COMMUNITY BUILDING REPORTS**

#### **10.3.1 Community Sporting and Recreation Facilities Fund Forward Planning Grant 2017/18 Round.** (ATTACHMENT)

**File Ref:** A2823  
**Reporting Officer:** Sam Davis, Executive Manager Projects & Community Building  
**Date Report Prepared:** 16 August 2017

**Issue:**

To consider the Katanning Country Club's application for the Community Sporting and Recreation Facilities Fund (CSRFF) Forward Planning Grant 2017/18.

**Body/Background:**

The purpose of the program is to provide Western Australian Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

Through CSRFF, the State Government will invest annually in the development of high-quality physical environments in which people can enjoy sport and recreation.

\$166,667–\$2,000,000 will be allocated to the large-scale projects where the total project cost exceeds \$500,000 and may require an implementation period of between one and three years. Grants given in this category may be allocated in one or a combination of the years in the triennium.

Examples of forward planning projects:

- multipurpose leisure/recreation centre
- swimming pool – new or major upgrade including heating to allow increased use
- construction of large synthetic fields
- playing field construction
- clubroom – new or major upgrade
- large ablution block/change rooms

Priority will be given to projects that lead to facility sharing and rationalisation. Multi-purpose facilities reduce infrastructure required to meet similar needs and increase sustainability.

The type of projects which will be considered for funding include:

- Change rooms and ablutions.
- Clubrooms including social space, kitchen, administration areas and viewing areas. Please note that these areas have a minimal impact on physical activity and would be considered a lower priority.
- Floodlighting projects.
- New Playing surfaces—ovals, courts synthetic surfaces etc.
- Resurfacing of existing sports surfaces. It is expected that facility managers will budget for these items as part of the ongoing operation of the facility, frequently over 7 to 10 years, and will be considered a low priority for funding. If supported a resurfacing project may attract a reduced funding percentage.
- Sports storage.

Where Council does not wish to endorse a project it should recommend that the project not be funded, or that it be resubmitted in a later funding period.

All projects are assessed against the following key principles:

- Project Justification
- Planned Approach
- Community Input
- Management Planning
- Access & Opportunity
- Design
- Financial Viability
- Co-ordination
- Physical Activity

DSR requests that Council place a priority and rating on all applications within its municipality. The ratings are to be assessed on the following criteria:

- Well planned and needed by the municipality (high)
- Well planned and needed by the applicant (medium/high)
- Needed by the municipality but more planning required (medium)
- Needed by the applicant but more planning required (medium/low)
- Idea has merit, but more planning required (medium/low); and
- Not recommended.

**Officer's Comment:**

One application was submitted to the Shire of Katanning for the 2017/18 funding round from the Katanning Country Club. A full copy of the application will be available to Council for inspection at the meeting.

The Katanning Country Club (KCC) is seeking funding to facilitate the co-location of the Bowling Club at the Katanning Country Club as well as minor modifications to premises and facilities to ensure a comfortable transition for bowls.

The current premises is landlocked by existing sport (golf, tennis and squash). To make space, the KCC tennis playing arena will be re-arranged, retaining the existing number of courts to

allow for bowls to be included. The remainder of the project then seeks to ensure reasonable access to existing clubhouse facilities and amenities for each of the sporting clubs.

The KCC's co-location initiative makes strong social and business sense for the participating sports bodies and their users. The initiative promotes long term sustainability for the clubs and adds value to the Katanning communities' sporting and social capital.

The Shire of Katanning has made a notional, in-principal allocation of \$1,000,000 to the KCC co-location project through its Katanning Supertown Heritage Centre Project funding.

As this is the only application received by the Shire of Katanning for this round, it is recommended that Council ranks the Katanning Country Club's co-location project as its number one priority project for Katanning under the Community Sport and Recreation Facilities Forward Planning Fund round 2017-18.

It appears the project can be classified as needed by the applicant and the general community and should therefore be rated as "High".

**Table 1 - Project Income**

Source of funding	\$Amount ex GST	\$ Amount inc ST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
<b>Local government</b>	909,090	1,000,000	LGA cash and in-kind	Y	State Govt allocation to Heritage precinct for relocation of the Bowling Club
<b>Applicant cash</b>				Y	In principle low interest loan through SOK
<b>Volunteer labour</b>	185,432	203,975	Cannot exceed applicant cash and LGA contribution – max \$50,000	Y	Katanning Waste + members
<b>Donated materials</b>	88,500	97,350	Cannot exceed applicant cash and LGA contribution	Y	
<b>Other State Government funding</b>	170,000	187,000	GSDC	Y	GSDC letter
<b>Federal Government funding</b>					

<b>Other funding – to be listed</b>	250,000	275,000	Self-supporting loan - KCC		
<b>CSRFF requested</b>	668,770	592,647	up to 1/3 project cost	N	Up to you
<b>Development Bonus</b>			Up to ½ project cost	N	
<b>b) Total project funding</b>	<b>2,271,793</b>	2,498,972			

**Statutory Environment:**

Nil.

**Policy Implications:**

Nil.

**Financial Implications:**

The Shire of Katanning has made a notional, in-principal allocation of \$1,000,000 to the KCC co-location project through its Katanning Supertown Heritage Centre Project funding.

Council approved the facilitation of a low interest self-supporting loan of up to \$250,000 at its August 2016 Ordinary Meeting to assist the Katanning Country Club to fund the co-location project.

**Strategic Implications:**

Katanning Community Plan 2013 – 2023

- Facilities and Services: Sports Facility Consolidation. Identify incentives for the Bowling Club to relocate to the Country Club or Leisure Centre.
- Development and Leadership: Higher Density Residential. Utilise bowling club land for medium density housing if club relocated

Katanning SuperTown Growth and Implementation Plan

- Development and consolidation of Regional Recreation facilities: Phased project including Leisure Centre extensions, Co-location of Bowling Club, and Country Club expansion.
- Housing Land: Utilise Bowling Club land for medium density housing if club relocated.

**Officer's Recommendation/Council Motion:****MOVED: CR RICHARD KOWALD****SECONDED: CR CRAIG MCKINLEY**

**OC112/17** That Council endorses the Katanning Country Club's application to the Department of Sport and Recreation through the Community Sport and Recreation Facilities Fund (CSRFF) as a high priority and ranks its project 1 of 1 in the 2017/18 Forward Planning Grant Round.

**Voting Requirement:** Simple Majority

CARRIED: 7/0

Cr Richard Kowald spoke for the motion.

Cr John Goodheart returned to the room at 6:32pm.

**10.4 EXECUTIVE MANAGER, PROPERTY & ASSETS REPORTS**

Nil.

## 10.5 DEPUTY CHIEF EXECUTIVE OFFICER

Item 10.5.1 was considered as the first order of business.

### 10.5.1 Licence to Occupy / Sub-Licence to Occupy PTA property (ATTACHMENT)

**File Ref:** CR.LI.1  
**Reporting Officer:** Andrew Holden, Deputy Chief Executive Officer  
**Date Report Prepared:** 20 July 2017

**Issue:**

To consider accepting a Licence to Occupy from the Public Transport Authority and the granting of a Licence to Occupy to the Katanning Men's Shed in relation to portions of Reserve 10422, Lot 559 and Reserve 15750, Lots 847 and 848.

**Body/Background:**

The Katanning Men's Shed (KMS) has been seeking more appropriate premises for their operations that will provide them security of on-going tenure. KMS identified the disused shed and adjacent toilet block situated on the subject land adjoining the railway reserve as potential buildings to meet their needs. KMS approached the Shire and the property owners, the Public Transport Authority (PTA), through their agents Burgess Rawson to ask whether and to attempt to negotiate the necessary agreements so that KMS would be granted a licence to use the property.

The PTA has agreed to provide the Shire with a Licence to Occupy the identified property, termed "Woolstore" in the draft licence, for a term of 10 years at the nominal fee of \$1 per year, payable as and when demanded (see attached draft licence). The Licence as drafted includes at clause 11.3 a no representation or warranty in regard to contamination, pollution or environmental harm. Shire officer sought to have that clause removed or if not removed the risk associated with that clause be mitigated by PTA conducting and providing a current environmental inspection of the property. That assessment was undertaken by Engtech Risk Consultants and a report dated 29 June 2017 provided to the PTA (see attached). Shire officer believes that report now largely addresses the risks to the Shire inherent in clause 11.3 of the draft licence.

KMS has formally requested (see attached) that the Shire accept a licence from PTA and on-licence the property to them and that they are willing to accept that sub-licence on the same terms and conditions as the original licence from PTA to the Shire.

**Officer's Comment:**

The process in getting the necessary draft documents prepared to effect the Licence and Sub-Licence has been somewhat drawn out and KMS are keen to have something in place to provide them certainty for both planning the necessary work to be done before they can move into and operate within the property. KMS are also keen to be able to demonstrate that they will have tenure of the property so they may include that in applications for grant funding.

Consequently, this item is being presented to Council for consideration before the drafting of a Sub-Licence is completed but with the recommended motion including that the Sub-Licence

shall be on the same terms and conditions as the draft Licence to Occupy between the PTA and the Shire.

**Statutory Environment:**

Section 3.58 of the Local Government Act 1995 allows for the granting of the licence to occupy.

**Policy Implications:**

3.13 Lease of Community Assets

**Financial Implications:**

The Shire has paid the PTA \$385 including GST re the preparation of the draft Licence to Occupy from within the Shire's 2017/18 operating budget. Negotiations are continuing re the cost to complete a draft Sub-Licence but has currently received a quote of \$1,100 including GST which would be expensed in the 2017/18 budget. Final actual costs incurred by the Shire should then be reimbursed by KMS.

**Strategic Implications:**

The acceptance of a licence to occupy and granting of a sub-licence to occupy is in line with the Community Building objectives of the Community Strategic Plan.

**PROCEDURAL MOTION**

**MOVED: CR JOHN GOODHEART**

**SECONDED: CR DANNY MCGRATH**

**OC113/17 That Council suspends standing orders.**

**Voting Requirement:** Simple Majority

CARRIED: 8/0

**PROCEDURAL MOTION**

**MOVED: CR RICHARD KOWALD**

**SECONDED: CR CRAIG MCKINLEY**

**OC114/17 That Council resumes standing orders.**

**Voting Requirement:** Simple Majority

CARRIED: 8/0

**Officer's Recommendation/Council Motion:****MOVED: CR MARTIN VAN KOLDENHOVEN****SECONDED: CR CRAIG MCKINLEY****OC115/17 That Council:**

- 1) Accepts the Licence to Occupy from the PTA for the "Woolstore" and free standing toilet block situated on portions of Reserve 10422, Lot 559 and Reserve 15750, Lots 847 and 848 for a 10 year term ending 30 June 2027.**
- 2) Agrees to provide a Sub-Licence to Occupy to Katanning Men's Shed on the same terms and conditions as in the original Licence to Occupy between the PTA and the Shire;**
- 3) Authorises the CEO to finalise the necessary documentation to effect both the Licence and Sub-Licence;**
- 4) Endorses that the Katanning Men's Shed shall be invoiced for the actual costs of preparation of the documents, as noted in 3 above, once finally determined.**

**Voting Requirement:** Simple Majority

CARRIED: 8/0

Cr Martin Van Koldehoven spoke for the motion.

**10.6 CHIEF EXECUTIVE OFFICER'S REPORTS****10.6.1 Designated Senior Employees**

**File Ref:** CM.EB.5  
**Reporting Officer:** Julian Murphy, Chief Executive Officer  
**Date Report Prepared:** 16 August 2017

**Issue:**

To review Council's policy relating to designated senior employees under section 5.37 of the *Local Government Act 1995*.

**Body/Background:**

Council's policy relating to designated senior employees states that:

*The following are designated senior employees for the purposes of S5.37 of the Act.*

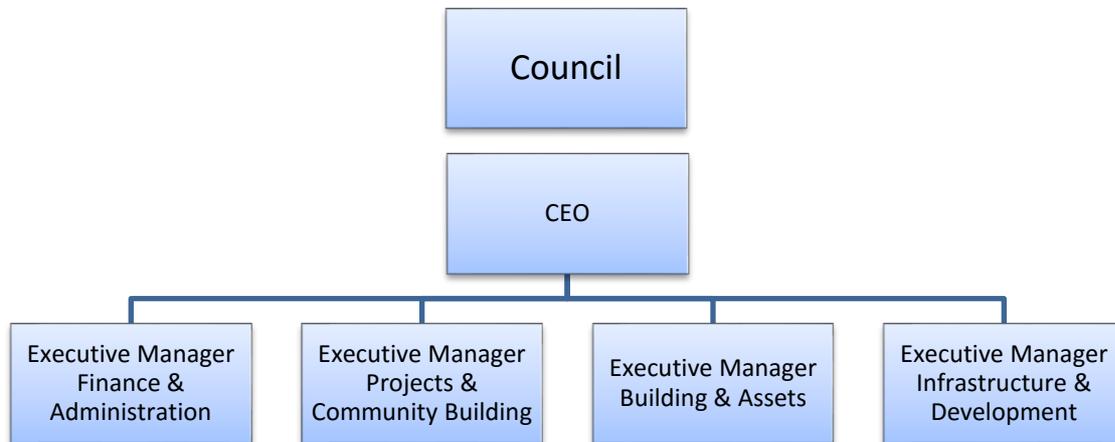
- *Deputy (Acting) CEO*
- *Director of Corporate and Community Services*

Section 5.37 of the *Local Government Act 1995* provides for the following in relation to designated senior employees:

**5.37. Senior employees**

- (1) *A local government may designate employees or persons belonging to a class of employee to be senior employees.*
- (2) *The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.*

As a result of staff resignations and a review of the management staff structure, the positions of Deputy CEO and Director of Corporate and Community Services are proposed to be combined into a new position of Executive Manager Finance and Administration. The following senior management structure is proposed:

**Officer's Comment:**

The CEO proposes that none of the executive manager positions be designated senior employees under section 5.37 the Act and that Council repeals the policy relating to designated senior employees.

**Statutory Environment:**

*Local Government Act 1995, section 5.37 Senior employees*

**Policy Implications:**

Repeal of policy relating to designated senior employees.

**Financial Implications:**

There are no direct financial implications.

**Strategic Implications:*****Shire of Katanning Strategic Plan 2013 – 2023***

Development and Leadership

- Governance

**PROCEDURAL MOTION**

**MOVED: CR CRAIG MCKINLEY**

**SECONDED: CR RICHARD KOWALD**

**OC116/17 That Council suspends standing orders.**

**Voting Requirement: Simple Majority**

**CARRIED: 8/0**

**PROCEDURAL MOTION****MOVED: CR CRAIG MCKINLEY****SECONDED: CR DANNY MCGRATH****OC117/17 That Council resumes standing orders.****Voting Requirement:** Simple Majority

CARRIED: 8/0

**Officer's Recommendation**

That Council:

- 1) Endorses the management structure as proposed;
- 2) Repeals the policy relating to designated senior employees; and
- 3) Cancels all previous designations of senior employee positions under section 5.37 of the *Local Government Act 1995*.

**Council Motion:****MOVED: CR JOHN GOODHEART****SECONDED: CR OWEN BOXALL****OC118/17 That Council:**

- 1) Endorses the management structure as proposed;
- 2) Repeals the policy relating to designated senior employees;
- 3) Designates the positions of Executive Manager Finance and Administration, Executive Manager Projects and Community Building, Executive Manager Building and Assets, and Executive Manager Infrastructure and Development as designated senior employees under section 5.37 of the *Local Government Act 1995*; and
- 4) Cancels all previous designations of senior employee positions under section 5.37 of the *Local Government Act 1995*.

**Voting Requirement:** Absolute Majority

CARRIED: 8/0

Cr John Goodheart spoke for the motion.

Cr Danny McGrath spoke for the motion.

**REASON FOR DECISION:****Council wished to exercise its prerogative under section 5.37 of the *Local Government Act 1995* with respect to the executive management group positions.**

**10.6.2 Community Financial Assistance Program (CFAP) Round 1 2017/2018**

**File Ref:** GS.AE.1  
**Reporting Officer:** Sophie Justins, Public Relations and Community Relations Officer  
**Date Report Prepared:** 6 July 2017

**Issue:**

To consider applications for the 2017/2018 Round 1 Community Financial Assistance Program.

**Body/Background:**

The first round of funding under this program was advertised in May and June 2017 with advertisements in the Great Southern Herald, the Shire of Katanning Website, Shire Matters Newsletter, letters and emails to the community and Facebook.

The Community Financial Assistance Program (CFAP) provides funding support in three categories; Minor Community Grant (up to \$5,000), Major Community Grant (Over \$5,000) and Triennium Community Grant (3 year approval- Minor or Major), to enable organizations to develop projects that increase participation and benefit the community.

At the closing date 6 applications were received: 6 applications requesting a minor community grant, 5 applications requesting a major community grant and 1 applications requesting a triennium grant.

The application process was coordinated by the PR/Community Relations Officer Amy Kuchel.

Round 1 2017/2018 there is \$19,000 exGST available in the budget (if new budget is approved).

**Summary of applicants*****Minor Community Grant (up to \$5,000)***

**Full Organisation Name:** Lions Club of Katanning

**Project Title:** Free Community Concert

**Requested Amount from Council:** \$4,500 exGST

**Total Project Cost:** \$20,080

**Full Organisation Name:** Katanning Historical Society

**Project Title:** 9x Security barrier screens for windows in administration building

**Requested Amount from Council:** \$1,401.82 exGST

**Total Project Cost:** \$1,401.82 exGST

**Full Organisation Name:** Katanning Land Conservation District Committee (LCDC) (Katanning Landcare)

**Project Title:** Ecoweek 'Out of the Bin'

**Requested Amount from Council:** \$5,000 exGST

**Total Project Cost:** \$36,008 exGST

**Full Organisation Name:** Palmerston Association Inc & Great Southern Community Alcohol and Drugs Service - Katanning

**Project Title:** Noongar Ball

**Requested Amount from Council:** \$4,635 exGST

**Total Project Cost:** \$7,855 exGST

**Full Organisation Name:** Great Southern regional Middle School Campus Committee

**Project Title:** Scoping Study

**Requested Amount from Council:** \$1,250 exGST

**Total Project Cost:** \$24,200 exGST

***Minor Community Grant (up to \$5,000)***

**Application 1**

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**Full Organisation Name:** Lions Club of Katanning

**Brief Description of Organisation:** Lions International is an International recognised service club organisation which the Lions Club of Katanning is one of 46,000 clubs. 1.4 million members provide volunteer labour, funding to local community needs, State, national and Internal Health Foundations.

**Project Title:** Free Community Concert

**Project Description:** The Lions Club and community volunteers wish to present another free Community Concert. The concert will present a touring band supported by local artists. Shire support for the last years was appreciated. This year with the experience of the last year event it is anticipated that the concert will grow and be an event on the regional entertainment.

**Estimated project start date:** Saturday 10 February 2018

**Location of event:** Piesse Lake Amphitheatre

**Expected project benefits to the community:**

- Attract all sectors of the community and bring them together
- Community project
- Provide general entertainment, sense of togetherness and inclusion
- Concert will promote Katanning, attracting people to the town
- Promote Dome accommodation and restaurant

**Other community groups and/or key people involved in the project:**

- Financial support from the Health Department (Act Belong Commit), Lotterywest, CBH, Brookfield Rail, H Hardware & hire equipment free of charge
- Volunteering support from members of the community to water lawns at the park, submit grant applications and advertising

**Project expenditure:**

- Venue site preparation (watering lawn, stage, power, lighting, road closure, function permit, toilets, seating hire, marquee, decorations, mosquito control, bins)
- Advertising
- Performers accommodation
- Performers meals
- Performance fee

- Children entertainment

**Applicant Cash Contribution:** N/A

**Applicant In-Kind Contribution:** \$1,012

**Other Cash Contribution:** \$11,500 (unconfirmed)

**Other In-Kind Contribution:** \$1,700

**Requested Amount from Council:** \$4,500.00 exGST

plus \$1,600 In-Kind (mosquito control, road closures, stage etup)

**Total Project Cost:** \$20,080

### ***Minor Community Grant (up to \$5,000)***

#### **Application 2**

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**Full Organisation Name:** Katanning Historical Society

**Brief Description of Organisation:** Preservation and conservation of items of historical significance from Katanning.

**Project Title:** 9x Security barrier screens for windows in administration building

**Project Description:** Supply and install 9x security barrier screens to windows in the historical administration building

**Estimated project start date:** As soon as funding is available

**Location of event:** Katanning Historical Society

**Expected project benefits to the community:**

- The historical administration centre will be protected, as will the collection of historical artifacts which will benefit the entire community.

**Other community groups and/or key people involved in the project:**

- Katanning Historical Society
- Katanning Glazing

**Project expenditure:**

- Supply and install 9x security barrier screens for windows

**Applicant Cash Contribution:** \$

**Applicant In-Kind Contribution:** \$

**Other Cash Contribution:** \$

**Other In-Kind Contribution:** \$

**Requested Amount from Council:** \$1,401.82 exGST

**Total Project Cost:** \$

**Minor Community Grant (up to \$5,000)****Application 3**

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**Full Organisation Name:** Katanning Land Conservation District Committee (LCDC) / (Katanning Landcare)

**Brief Description of Organisation:** Katanning LCDC, better known as Katanning Landcare, was established in 1989 and has the vision of “A vibrant caring community enhancing our environment for future generations”. Katanning Landcare is an independent not-for-profit community group that works directly with farmers, individual volunteers, and supports volunteer groups such as Friends of Piesse Lake and the Lake Ewlyamartup Working Group.

**Project Title:** Ecoweek ‘Out of the Bin’

**Project Description:** Katanning Ecoweek 2017 is entering its fourth consecutive year, with a strong commitment from community and surrounds for the workshop series to continue.

The aim of the festival continues to be: to provide a range of high quality, hands-on education and training that is otherwise inaccessible, or very hard to access, to the people of Katanning, so that they can reduce their environmental footprint.

This year’s Ecoweek theme is “Out of the Bin” with a focus on waste-minimisation. This theme was developed to align with Waste Authority WA grant funding secured to run the 10 Week Bin Transformation online course, which will commence with the Katanning Ecoweek 2017 series of events. Further Commitment to this theme was secured through GSDC funding, which has provided us with funding to provide an honorarium payment to a committed Event Coordinator, Mazita Omar, and \$3000 towards promotions and marketing.

This theme and funding was secured long before the ABCs #WarOnWasteAU was put on television, but couldn’t have been more appropriate or apt, as people are very excited about waste minimisation, and this has really made the workshops and theme very timely, relevant, and a hot topic.

**Estimated project start date:**

- Planning began in March 2017
- Events brochure will be produced in mid-late July
- Promotions will begin in early July
- Katanning Ecoweek will officially take place between 16<sup>th</sup> – 23<sup>rd</sup> September 2017

**Location of event:** Ram Pavilion

**Expected project benefits to the community:**

- Engage the community to volunteer
- Make a positive impact on the community and the environment
- Economic boost for Katanning with participants and presenters travelling into town
- Improve and protect the environment
- Provide links to other regional and state events

**Other community groups and/or key people involved in the project:**

- Great Southern Bloom Festival
- Individual volunteers
- Local Businesses

- Katanning Action Network
- Greenskills Albany
- Katanning Agricultural and Horticultural society

**Project expenditure:**

- Venue hire, fees for umbrella, food permit, entertainment WOMM, stage hire and setup
- Presenter fees for various workshops
- Marketing
- Events & presenter fees

**Applicant Cash Contribution:** N/A

**Applicant In-Kind Contribution:** \$6,500

**Other Cash Contribution:** \$31,310

**Other In-Kind Contribution:** \$11,000

**Requested Amount from Council:** \$5,000 exGST plus \$3,500 In-Kind

**Total Project Cost:** \$36,008.00

***Minor Community Grant (up to \$5,000)*****Application 4**

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**Full Organisation Name:** Palmerston Association Inc & Great Southern Community Alcohol and Drugs Service - Katanning

**Brief Description of Organisation:** Palmerston Association aims to prevent and reduce harmful effects of alcohol and other drugs on people, families and communities by offering tailored responses to their desired goals.

**Project Title:** Noongar Ball

**Project Description:** This project is established to participate and add local value in Katanning to NAIDOC celebrations, held across Australia to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. NAIDOC is celebrated not only in Aboriginal communities, but by Australians from all backgrounds and walks of life. NAIDOC week occurs nationally between 2 and 9 July 2017 and is a fantastic opportunity to participate in a range of activities and to support local Aboriginal and Torres Strait Islanders communities. However, after consultation with community elders in Katanning, the project will facilitate a specific celebration honouring NAIDOC in Sep 2017 and will take the form of a Noongar Ball.

**Estimated project start date:** 22 September 2017

**Location of event:** Katanning Leisure Centre Pioneer Room

**Expected project benefits to the community:**

- Recognition of Aboriginal & Torres Strait Islander culture, history and achievements
- Opportunity for all Australians to learn about Aboriginal & Torres Strait Islander people
- Improve morale among the Aboriginal community in Katanning
- Build a sense of cohesion

- Build pride in culture that comes with being part of and celebrating with the community

**Other community groups and/or key people involved in the project:**

- Elders advisory group (Palmerston)
- KADA Group
- Community members
- CFPS
- Anglicare

**Project expenditure:**

- Entertainment, travel expenses, PA system & lighting, accommodation, breakfast
- Catering
- Newspaper advertisement
- Decorations
- Venue hire & cleaning venue fee

**Applicant Cash Contribution:** \$1,220.00

**Applicant In-Kind Contribution:** \$

**Other Cash Contribution:** \$2,000.00 (ticket sales)

**Other In-Kind Contribution:** \$

**Requested Amount from Council:** \$4,635.00 exGST

**Total Project Cost:** \$7,855.00

***Minor Community Grant (up to \$5,000)*****Application 5 (Late Submission)**

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**Full Organisation Name:** Great Southern Regional Middle School Campus Committee

**Brief Description of Organisation:** The Great Southern Regional Middle School Campus Committee goal is to attract and retain residents in the Great Southern by improving choices for educational excellence by delivering a regional middle school campus in Katanning by 2020.

This funding application applies to sourcing funds to meet the gap of \$1250 for a Scoping Study to begin in March 2017 investigating middle school development and educational choices in Katanning and surrounding districts.

The aim of the scoping study is to deliver a report which will be used in the creation of a business case to attract investment in the middle school campus in Katanning but just as importantly to provide recommendations for local government and schools to use in strategic planning and decision making.

**Project Title:** Scoping Study

**Project Description:** A scoping study investigating middle school development and educational choices in Katanning and surrounding districts.

**Estimated project start date:** Engaged consultant in May 2017 to begin the scoping study. Draft report is expected in August 2017. Final report to be delivered in September 2017. This grant will enable payment of the total study on receipt of the final report in September 2017.

**Location of event:** N/A

**Expected project benefits to the community:**

- Adoption of recommendations from scoping study by local schools and government
- Use the scoping study to progress the business case for a middle school in Katanning
- Build community capacity, attract and retain residents, business owners, professionals
- Expand educational choices
- Build stronger family cohesion
- Encourage local expenditure
- Improved community services and amenities
- Economic benefits for the community and business
- Set in motion steps towards Katanning being recognised for educational excellence

**Other community groups and/or key people involved in the project:**

- Katanning Regional Business Association (KRBA)

**Project expenditure:**

- Consult extending the scope of project which increased to overall total
- Consult travel costs to attend stakeholders workshops and meetings in Katanning in Aug 2017

**Applicant Cash Contribution:** \$

**Applicant In-Kind Contribution:** \$

**Other Cash Contribution:** \$21,000

**Other In-Kind Contribution:** \$11,725

**Requested Amount from Council:** \$1,250 exGST (Previous Round2, 2016/2017 approved \$1,950.00 exGST)

**Total Project Cost:** \$24,200

**Additional Comments:**

Community Financial Assistance Program Grant Budget 2017/2018: \$19,000.00

Total cash contribution requested excluding GST: \$16,786.82

Recommended cash contribution: \$11,401.82

Total in-kind contribution requested: \$5,100.00

Recommended amount: \$5,617.50

Total cash and in-kind contribution requested: \$21,886.82

Recommended total of cash and in-kind contribution: \$17,019.32

**Statutory Environment:**

Nil.

**Policy Implications:**

Nil.

**Financial Implications:**

Sufficient funds are allocated in Councils 2017/2018 Budget to cover the cost of the recommended grant contributions.

**Strategic Implications:*****Shire of Katanning Strategic Plan 2013 – 2023***

Community and Culture

- Lifestyle

**PROCEDURAL MOTION****MOVED: CR CRAIG MCKINLEY****SECONDED: CR DANNY MCGRATH****OC119/17 That Council suspends standing orders.****Voting Requirement:** Simple Majority

CARRIED: 8/0

**PROCEDURAL MOTION****MOVED: CR DANNY MCGRATH****SECONDED: CR RICHARD KOWALD****OC120/17 That Council resume standing orders.****Voting Requirement:** Simple Majority

CARRIED: 8/0

**Officer's Recommendation**

That Council approves the following grants for Round 1 of the 2017/2018 Community Financial Assistance Program:

- 1) \$2,500exGST to Lions Club of Katanning for portion of entertainment cost for Free Community Concert; plus \$1,600exGST in kind for Mosquito Control, Stage setup & road closure.
- 2) \$1,401.82exGST to Katanning Historical Society for Security barrier screens for windows in administration building.
- 3) \$5,000exGST to Katanning Landcare for part payments of events, presenters, entertainment, venue, accommodation, marketing and advertising for Ecoweek 'Out of the Bin'; plus \$3,500exGST in kind for volunteer labour.
- 4) \$2,500exGST to Palmerston Association Inc for Entertainment, Band travel expenses, PA system and Lighting for the NAIDOC Ball; plus \$517.50exGST in kind for 50% discount of venue hire.
- 5) Deny the Great Southern Regional Middle School Campus Committee request for \$1,250exGST in this round due to the Shire of Katanning Community Financial Assistance Program Policy: the Policy does not allow funding approval for projects that have already commenced.

**Council Motion:****MOVED: CR DANNY MCGRATH****SECONDED: CR OWEN BOXALL****OC121/17 That Council approves the following grants for Round 1 of the 2017/2018 Community Financial Assistance Program:**

- 1) \$4,000exGST to Lions Club of Katanning for portion of entertainment cost for Free Community Concert; plus \$1,600exGST in kind for Mosquito Control, Stage setup & road closure.**
- 2) \$1,401.82exGST to Katanning Historical Society for Security barrier screens for windows in administration building.**
- 3) \$4,000exGST to Katanning Landcare for part payments of events, presenters, entertainment, venue, accommodation, marketing and advertising for Ecoweek 'Out of the Bin'; plus \$3,500exGST in kind for volunteer labour.**
- 4) \$2,000exGST to Palmerston Association Inc for Entertainment, Band travel expenses, PA system and Lighting for the NAIDOC Ball; plus \$517.50exGST in kind for 50% discount of venue hire.**
- 5) Deny the Great Southern Regional Middle School Campus Committee request for \$1,250exGST in this round due to the Shire of Katanning Community Financial Assistance Program Policy: the Policy does not allow funding approval for projects that have already commenced.**

**CARRIED: 8/0****REASON FOR DECISION:**

**Council determined that the Lion's Free Community Concert benefits the whole community, is open to all community members to attend at no charge and is worthy of an increased funding allocation.**

**10.7 ADVISORY COMMITTEE MEETING**

**11. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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

**13. CONFIDENTIAL ITEM**

**14. CLOSURE OF MEETING**

The Presiding Member declared the meeting closed at 7:03pm