



Shire of
Katanning
Heart of the Great Southern

'A prosperous, vibrant and diverse community working together.'

**NOTICE OF A
ORDINARY COUNCIL MEETING**

Dear Council Member

Minutes of the Ordinary Council Meeting of the Shire of Katanning held on
Tuesday 24 April 2018, 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 _____



Table of Contents

Item No.	Item Heading	Page No.
1	Declaration of Opening/Announcement of Visitors	3
2	Record of Attendance	3
3	Response to Previous Public Questions Taken on Notice	4
4	Disclosure of Financial/Impartiality Interest	4
5	Public Question/Statement Time	4
6	Applications for Leave of Absence	4
7	Petitions/Deputations/Presentations	4
7.1	Southern Agcare Inc.	4
7.2	Katanning Agricultural Society Inc.	8
8	Confirmation of Minutes of Previous Meetings	11
8.1	Ordinary Council Meeting – Tuesday 27 March 2018	11
9	Announcements by Presiding Member Without Discussion	11
10	Reports of Committees and Officers	12
10.1	Executive Manager Infrastructure & Development Reports	13
10.1.1	10 Year Reseal Program	13
10.1.2	10 Year Plant Replacement Program	16
10.1.3	Pedestrian Access Network-10 Year Plan	19
10.1.4	Development Application – Verandah Addition, Lot 12 (32) Oxley Road, Katanning	22
10.1.5	Development Application – Farm Supply Centre, Extension, Lot 1 (17) Creek Street, Katanning	28
10.2	Executive Manager Finance & Administration Reports	42
10.2.1	Schedule of Accounts	42
10.2.2	Monthly Financial Reports	44
10.2.3	2017/18 Budget Review	45
10.2.4	Draft Corporate Business Plan	47
10.2.5	Annual Review of Delegations Register	50
10.2.6	Minor Changes to the Strategic Community Plan to better align with the Corporate Business Plan	51
10.3	Executive Manager, Projects and Community Building	54
10.3.1	Revised Terms of Reference, Project Advisory Group for the Katanning SuperTowns Heritage Centre Project	54
10.3.2	Lake Ewlyamartup – Blocking of Inflow	56
10.4	Executive Manager, Property & Assets Reports	58
10.4.1	Approval of the Revised Project Management Plan for the KSHCP	58
10.4.2	Town Centre Project Priority List	60
10.4.3	DOMÉ Landscape Design	64
10.5	Chief Executive Officer's Reports	66
10.5.1	Bushfire Brigade Guidelines and Standard Operational Procedures	66
10.5.2	Water Corporation Exemption to Conduct Urgent Repairs and Maintenance	68
10.6	Advisory Committee Meeting Minutes	70
11	Elected Members Motions	70
12	New Business of an Urgent Nature	70
13	Confidential Item	70
14	Closure of Meeting	70

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS

The Presiding Member declared the meeting open at 6.03pm.

2. RECORD OF ATTENDANCE

PRESENT

Presiding Member: Cr Liz Guidera - President

Members: Cr John Goodheart
Cr Danny McGrath
Cr Serena Sandwell
Cr Martin Van Koldenhoven
Cr Alep Mydie
Cr Owen Boxall
Cr Ernie Menghini
Cr Kristy D'Aprile

Council Officers: Lisa Hannagan, Acting Chief Executive Officer
Sam Davis, Executive Manager Projects and Community Building
Andrus Budrikis, Executive Manager Property and Assets
Paul Webb, Executive Manager Infrastructure and Development
Libby French, Manager Finance
Delma Baesjou, Consultant Planner
Sophie Justins, Executive Assistant to CEO

Gallery: Derek Stock
Matthew Collis
Beth Collis
William Collis
Isabel Collis
Jill Kowald
Rosalie Baxter
Shelley Pike
Dianne Fordham Lamont
Vin Fordham Lamont

Media:

Apologies:

Leave of Absence:

3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

10.4.3 Cr Alep Mydie Disclosure of Interest Affecting Impartiality

5. PUBLIC QUESTION/STATEMENT TIME

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. PETITIONS/DEPUTATIONS/PRESENTATIONS**7.1 Southern Agcare Inc.
(ATTACHMENT)****Shelley Pike Presentation**

My name is Shelley Pike and I am the Chief Executive Officer of Southern Agcare. Some of you might not know what Southern Agcare does, so I am here to update you.

Farmers aged between 55 and 64 are 68% more likely to commit suicide than someone of a similar age in the metro area. That percentage is huge. It is one of the things that our service looks to address.

Who are we? Southern Agcare is the rural, community run, not for profit organisation which provides professional and confidential mobile counselling services. The mobile aspect is worth noting as we are the only service in the Great Southern that provides a service in peoples homes. You can imagine if someone has a mental illness or is suffering from domestic violence, in a small community where everyone seems to know your business, we have found a lot of people use the service partly because it is confidential. Counselling sessions can be conducted on the farm or in your home and you do not have to go into town and park outside a building. We provide free counselling, indigenous counselling and support, individual and family counselling and community support services which includes emergency relief. Emergency relief funds are usually spent back in the local community.

Southern Agcare meets the emotional needs of your residents. It provides advocacy, support and referral to vulnerable people in your community. It is the only service that conducts home visits and assists in helping achieve a healthy community by dealing with a range of health and mental health issues.

Our catchment covers approximately 40,500 square kilometres and we service 14 Local Government authorities including Broomehill-Tambellup, Cranbrook, Dumbleyung,

Gnowangerup, Jerramungup, Katanning, Kent, Kojonup, Lake-Grace, Plantagenet, parts of Albany, Wagin, West Arthur and Woodanilling. As you can see from the spread of the service, it covers a lot of ground. We employ one psychologist, one social worker, two family counsellors, one contract clinical psychologist and one coordinator who manages the Emergency Relief and administration. The family counsellors operate particularly with the indigenous community, they run family counselling sessions out of Kojonup and anywhere else where they are asked to come on board and provide a service.

In meeting the needs of the people in our catchment, the four Counsellors that we have provide approximately 108 hours of professional counselling per week across the area and they travel around 604kms a day. This is because it is such a large catchment and it is mobile. To meet the service demands, those kilometres equate to approximately 107,000 a year. The service growth has shown that between 2015 and 2017 financial years, new client numbers have increased by 37.5%. People have asked why there has been such a big increase. The best we can determine why is the fact the mental health has become more visible, with Beyond Blue and many other support services, it is not seen that it is something that you have to hide away anymore. More people are using the service for depression, domestic violence, abuse, drug and alcohol and other issues that impact on mental health. Not only have new numbers increased by 37.5% but existing client numbers have also increased. Unfortunately, over the past two years we have had to introduce wait lists which can be up to six weeks for someone to access the service. If you have someone on the edge, really vulnerable, you do not want to be told 'sorry I cannot fit you in for 6 weeks'. Counsellors do the best they can to adjust to priorities but it means that someone equally deserving needs to drop down the list. It is not ideal.

What are the benefits to your community? That the emotional needs of your residents have available services to cater to them. Local services by local people, who know the local issues. All of our Counsellors are local within the Great Southern and are part of small communities themselves. We can increase business in certain communities via the Emergency Relief Program. The figures are as follows:

Dumbleyung in 2016 - \$5,821.00 from Emergency Relief was re spent in the community.

Gnowangerup in 2016 - \$35,707.00

Katanning in 2016 - \$14,624.00 and this figure went up in 2017 to almost \$16,000.

This is Emergency Relief vouchers that people can use at Woolworths, Petrol Stations and so on.

Kojonup in 2016 \$11,000 and this figure went up in 2017 to \$15,000.

Plantagenet in 2017 - \$27,000.

Significant amounts of money are regenerated in the community from the Emergency Relief program.

Where does the money come from? Southern Agcare has had a Counselling contract with the Department for Communities since 1988, it is a long standing contract that the State Government has funded. A financial counselling emergency relief contract with the Department of Social Services since 1987, which is the Federal Department. We no longer provide Financial Counselling but are still funded for Emergency Relief. Other funding comes from Local Government, grants from Lotterywest and donations from Community Organisations and members. For example, Pingerup Lions Club contributed \$5,700 over the last 18 months. To be honest, we are now struggling. The State Government are not going to increase their funding at all. We have to replace the cars through grants, through Lotterywest. We are now coming back to Council and Community Groups/Organisations to say if you want to reduce waiting lists, we are going to need financial help to do that.

Local Government contributions, are generally very small. I do not really want to talk about them but Katanning does not look very good on the list but some aren't there at all. This is not going to get us over the line. What I have been talking to Council's about, is if we could possibly get a contribution from Council, doesn't matter how small, over a three year period which would guarantee us an opportunity to put up more strategic planning as we do not have one at the moment, it would enable us to reduce the waiting lists and provide a more efficient and comprehensive service. I am also asking, if you would facilitate a fundraiser with Community Groups. We are looking at ways where the pressure does not come back on Council all the time as we know that you have limited resources.

We seek a contribution from Council, for the next three years. These funds along with support from other Shires will enable us to reduce waiting times to cope with the increased demand and manage the increasing administrative workload. We would also like to have a Councillor represent Katanning on Southern Agcare. I know Liz has been a representative in the past. If anyone is interested in mental health, we only meet 4-5 times a year and at the meetings you get all feedback from the Counsellors, they give you all their statistics, how many clients they have seen, where they have seen them, how far they have travelled etc.

The other thing that we can offer as an organisation is an employee assistance program, this means that if you have a staff member or staff family member suffering, the employee assistance program enables you to access these services, for a fee but the CEO decides how many sessions a staff member will have so you can limit the cost. I have used EAP services in the past and it has been really good to have an organisation on call that is local to deal with things before it gets out of hand. That is another service that we can offer to you.

Are there any questions?

Liz Guidera Question

Shelley, it does appear that it could be another cost shifting exercise from State Government to Local Government?

Shelley Pike Response

Yes, I would not say no to that. This is where we have to weigh up Councils decisions. Gnowangerup Council decided to put \$2,000 towards the program per year which generates \$33,000 spending in our community, at IGA and fuel stations etc. Gnowangerup have experienced a few suicides over the past two years and this is the service that we go to assist with those problems. These Counsellors are paid less than any public service Counsellor, they are the poorest paid Counsellors around and their qualifications are exactly the same as public servants but we can only afford to pay them a small amount.

Cr Kristy D'Aprile Question

Where are your Offices based?

Shelley Pike Response

Gnowangerup. The only person in the Office at Gnowangerup is the person who administers the Emergency Relief. Counsellors do not have an Office. Cranbrook offer a room to provide Counselling when they are there and some of the other Shire's offer rooms as well.

Cr Kristy D'Aprile Question

How many Counsellors do you have involved currently?

Shelley Pike Response

Four.

Cr Kristy D'Aprile Question

What is their FTE? Full Time, Part Time?

Dianne Fordham Lamont Response

One Counsellor is four days a week and three Counsellors are versions of part time. I emphasise that each of the Counsellors do a number of voluntary hours on top of paid hours.

Shelley Pike Presentation

Please consider our proposal in your budget deliberations and we hope it is something that you can see putting a bit of money towards. Thank you.

7.2 Katanning Agricultural Society Inc. (ATTACHMENT)

Jill Kowald Presentation

President, Councillors and Acting CEO, my name is Jill Kowald and I am the President of the Katanning Agricultural Society. In the absence of our Secretary Brenda Hawrluk, Rosalie Baxter our Vice President joins me here tonight.

The Katanning Agricultural Society is proposing that the Shire of Katanning become a major sponsor of the Katanning Show by providing ongoing funding to the Agricultural Show in the sum of \$20,000 per year. It is envisioned that we will contribute to providing free gate entry to all. The Shire would be recognised at the entrance of the Agricultural Show with signage and free entry to all proudly sponsored by the Shire of Katanning. In addition to the acknowledgement we will ensure the Katanning Shire Logo will be on all advertising, including banners, flyers, show booklets, newspapers and tv advertising.

The Katanning Agricultural Society will this year stage the 127th Katanning Agricultural Show on Saturday 27 October. Many people have put in a lot of effort over the last 126 years and this year will be no exception. The show is put on for the people of Katanning and districts by local volunteers. It is a task that takes a full year to put together and involves many people from all walks of life. We want to stand out and deliver an excellent event and be able to make affordable to all. Free gate entry would mean that everyone who attends would be able to afford to come and enjoy the Katanning show. The bonus of free activities that the Ag Society provide once patrons enter the show ground for all, promotes for inclusiveness and affordability for all.

The Katanning Show is now the biggest community event and one of the few shows that continues to grow in many areas. Some of the sections of competitions we offer are equestrian, poultry, wool, a range of craft, photography and arts and we also encourage children from a very young age to participate. The number of entries we now receive has doubled and now has every Katanning school participating in some form.

The 'Katanning Shears' has become the biggest competition in WA with the best shed facilities. We have been asked if we would host the National Shearing Championships which would run for three days and attract shearers, shed hands, wool classers and judges from all over Australia. It is an honour to be considered to host the Nationals as most shows would love to host it but do not have the facilities to hold such a major event. This is something that we are considering.

We give every local community group the opportunity to fund raise and advertise at the Katanning Show. Approximately 40 community groups raise \$50,000 for free site fees or fundraising opportunities. Since the introduction of free gate entry, 2 years ago, our gate numbers have increased by more than 2,000 people. Because of the free gate entry we have found that people are willing to travel from as far as Albany, Bunbury and Perth because it is a free event. While in Katanning visitors purchase fuel, food, accommodation as well as spending money at our show which ensures the stall holders and community fund raisers return to our show year after year.

The Katanning Agricultural Society volunteers are committed to putting on a family day out but they are also aware of the economic value and community involvement this show produces. Katanning Ag Society is not making any money from the Show and we are needing to draw from our reserves to cover short falls. Katanning Ag Society is willing to do this to ensure the quality

of the Show continues however, this is unsustainable into the future. This year we have had some young volunteers joining our show committee who are bring new worthy ideas forward to showcase the talents of our community and bring the different cultures or Katanning together. Katanning Ag Society is asking for the Shire's long term partnership to assist financially with the future of the Show so it can continue to grow and be an affordable family day for everyone.

Thank you for listening to our proposal which we hope you will consider.

Liz Guidera Statement

Thank you, Jill. Are there any questions from Councillors?

Owen Boxall Question

How many Shows are free entry in Western Australia?

Rosalie Baxter Response

We are probably the only one.

Owen Boxall Question

Do we need to be?

Jill Kowald Response

Yes.

Rosalie Baxter Response

We have found that it has helped grow our show.

Owen Boxall Question

A few rate payers that I have spoken with are saying that the Shire provides the Leisure Centre and a Swimming Pool that people from outside of town can use and now we are going to provide a Show which outside people are going to come along for free. And we are paying for it. Is that a valid comment?

Rosalie Baxter Response

The people that from outside of our area do spend their money in our community.

Serena Sandwell Question

How do you track how many people attend the show when you are not selling tickets?

Jill Kowald Response

You can tell from how many people are on the oval, inside the Rec Centre. Last year wasn't a great day but people said they would not have worried about coming but because it was free event so they came.

Serena Sandwell Question

So, there is no formal method that you are using at the moment?

Jill Kowald Response

No.

Rosalie Baxter Response

Our visitors are taking up a lot more car spaces. We did have a complaint that people had to walk two blocks in all directions.

Kristy D'Aprile Question

Obviously, you have had a history of providing free entry. Has that been funded in the past or has that come from your reserves?

Jill Kowald Response

We have had Lotterywest Grants and Make Smoking History Grants and both grants were on the condition that we made the event free entry.

Rosalie Baxter Response

The State Government started to provide free gate entry for children, initially. First year was for 16years and under and second year was for 12years and under. We received \$8,000 one year and similar money the following year. We did find that it did alter our bottom line gate takings. The first year we had a blanket free entry was for our 125th Show because we considered it a special event.

Kristy D'Aprile Question

Is the funding no longer available?

Rosalie Baxter Response

The State Government provided free entry firstly to the Royal Show and they were the only show that received it the first year it was in. The second & third years it was given to all Agricultural Shows. The State Government has now pulled that funding.

Serena Sandwell Question

How much was the funding?

Rosalie Baxter Response

The first year was about \$5,000 and the second year is was approximately \$7,000. It did not cover that cost of what we lost for the children that entered.

Owen Boxall Question

What are you going to do with the \$20,000?

Rosalie Baxter Response

We would like to offer free gate entry for all.

Owen Boxall Question

Is that the only reason?

Rosalie Baxter Response

Absolutely.

Jill Kowald Response

And to help with the ongoing costs that we have within the Show.

Rosalie Baxter Response

If we manage to get free gate entry we feel that it will attract more people and that will allow us the ability to move and still fund an amount of free entertainment that is provided when

they come in. The free entertainment that we provide is things like fireworks, animal nurseys etc.

Jill Kowald Response

No matter what we do, we still have security costs which is one of our biggest costs that we come by and without the gate takings that limits spending on other things. The whole town enjoyed the free gate entry and it would make it hard now, after two years with free entry to go back and start charging. I think the numbers would drop off drastically.

Liz Guidera Statement

Thank you very much for your presentation and thank you Councillors for your questions.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 Ordinary Council Meeting – 27 March 2018 (SEE ATTACHED MINUTES)

MOVED: CR JOHN GOODHEART

SECONDED: CR SERENA SANDWELL

OC39/18 That the minutes of the Ordinary Council Meeting held on Tuesday 27 March 2018 be confirmed as a true record of proceedings.

Voting Requirement: Simple Majority

CARRIED: 9/0

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Liz Guidera Announcement

We acknowledge the traditional owners of this land and pay our respects to their Elders past and present.

We congratulate Andrus Budrikis for his appointment as the Chair of the Regional Development Australia Great Southern. We acknowledge his volunteer services to improve the outcomes for our Region and wish him well.

Yesterday & today Cr D'Aprile and I completed Local Government Training – Serving on Council & Meeting Procedures. We gained valuable information to assist us as Councillors, we encourage all Councillors to participate in the training currently on offer being supported by the State Government through the Royalty for Regions program at \$50 per session. The Units represent excellent value and convenience and regardless of your length of term on Council everyone walks away with new learning – both the Mayor of Albany and Shire President of Kojonup attended yesterday's session.

For your information Councillors the word on the street is that training will become compulsory and the suggestion is that all Councillors will need to complete 5 units.

As a result of the training you will see a new thing changed in our procedure as some of the things we have been doing aren't technically correct, particularly in relation to the need for suspending standing orders.

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 EXECUTIVE MANAGER INFRASTRUCTURE & DEVELOPMENT REPORTS**10.1.1 10 Year Reseal Program**
(ATTACHMENT)

File Ref: RD.RR.1
Reporting Officer: Paul Webb, Executive Manager Infrastructure & Development
Date Report Prepared: 15 January 2018

Issue:

For Council to consider the endorsement of a 10 year reseal plan for the urban and rural road network.

Body/Background:

The Shire of Katanning administration is currently in the process of developing strategic and corporate plans. Part of this process is to develop 5 and 10 year plans for community assets.

A previous 10 year reseal document exists for the years 2009/2010 to 2018/2019 (attached).

The Executive Manager Infrastructure & Development has undertaken a visual inspection of the sealed network and developed a 10 year program based on current seal condition.

Officer's Comment:

For the purpose of good future planning, a review of current asset groups is required so that Council can make informed decisions on how financially to manage community assets. In the Infrastructure Department, the highest value asset is expected to be road asset.

In very general terms, a road seal may last approximately 20 years. Life of seal will vary dependant of quality of base construction and material, weather conditions, traffic type and loading and unexpected extraordinary natural weather events. Bituminous seal is known as a *flexible pavement*. On application, bituminous seal has a consistency similar to blue tack. This allows to pavement to move with the base material. Over time, the bituminous material will lose its plasticity, becoming brittle, much like hardened toffee. As the bitumen hardens and loses its plasticity, this hardening will manifest in the form of road cracking, becoming worse as the bitumen increases in age. The bitumen is also a water proof membrane which keeps water out of the base material. As the bitumen ages and cracks, water can then pass through the seal into the base ultimately, with the passing of traffic, causing shunting and failure in the base material. Shunting is a failure in the base which can only be remedied by reconstruction of the road.

Quality of stone selection in the application of a seal is also important. Deterioration in stone can be seen in the form of polishing, stripping or embedment, all of which effect the coefficient of friction on the road which although secondary, is an extremely important part of the seal assessment process.

Visual inspection of sealed road network has been undertaken with consideration based upon-

- Cracking
- Skid resistance (loss of)
- Rutting
- Ravelling

- Bleeding/flushing
- Roughness
- Potholes
- Patching
- Aggregate loss

(Austroads, Technical Report AP-T273-14, Good Practice in Reseal Programming)

It is requested that Council please note that the inspection is relative to reseal works only, and does not include road side clearing, kerbing, drainage or any other evident road improvement. Each asset group is to be considered on overall life and cost to the community, with Level of Service to follow.

The previous reseal program identified an annual averaged reseal program of \$494,220.50 per annum. It is unknown historically how much of this program has been committed. Current review of seal asset in it's know entirety, indicates a total estimated seal value of \$8,349,111.

Further assessment will be required in the form of a road hierarchy, available third-party funding to applicable roads and alternate treatments which in effect will set level of service for the road network.

As such, the officer will be requesting that the council tentatively endorse the reseal program, in effect giving the administration a priority of works list, dependant on future directions of council through budgetary considerations and other supporting and parallel considerations (*e.g., capital upgrade program, drainage program, footpath network....*). This will in no way commit council to funding as per the program, but will in the immediacy give staff a priority list of projects to select from the 2018/2019 listing, subject to council approval through normal budgetary process.

Some sections of road have failed, requiring reconstruction. These sections have not been included in the reseal program as it would not benefit council to apply funds for reseal to these projects. For information of council, these roads are –

Blantyre street 1.54-1.56 slk
Beaufort Street 1.02-1.21 slk
Dore Street 1.13-1.16 slk
Anderson Street 0-0.08 slk

Inspection did not include small or localised failures which should be picked up through general maintenance and do not form part of the capital works program.

This matter has been progressed through Council workshop 26 March 2018 to seek feedback and explain development process of the 10 year plan. This plan remains a priority list of roads to assist staff in development of the 2018/2019 works program, and will need to be reconsidered on development of the roads hierarchy plan.

Statutory Environment:

Local Government Act 1995, Part 5, Division 5, s.5.54 Planning for the future,

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Policy Implications:

Nil.

Financial Implications:

Identifies a priority list of projects only.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.1	Sustainably manage current and future assets and infrastructure

Officer's Recommendation/Council Motion:

MOVED: CR SERENA SANDWELL

SECONDED: CR JOHN GOODHEART

OC40/18 That Council endorses the 2018/2019- 2027/2028, 10 year reseal program as a priority list of reseal works, for consideration in the 2018/19 budgetary deliberations, and other associated infrastructure long term plans.

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Serena Sandwell spoke for the motion.

10.1.2 10 Year Plant Replacement Program
(ATTACHMENT)

File Ref: PL.MA.1
Reporting Officer: Paul Webb, Executive Manager Infrastructure & Development
Date Report Prepared: 01 February 2018

Issue:

For Council to consider the endorsement of a 10 year plant replacement program.

Body/Background:

The Shire of Katanning administration is currently in the process of developing strategic and corporate plans. Part of this process is to develop 5 and 10 year plans for community assets.

The Executive Manager Infrastructure & Development has undertaken a basic assessment of current plant and developed a 10 Year Replacement Program based on life of plant.

Officer's Comment:

For the purpose of good future planning, a review of current asset groups is required so that council can make informed decisions on how to financially manage community assets. Investigation of this asset was started in November 2017.

This matter has been discussed through a Roads Workshop meeting with interested Councillors Monday 26 March 2018, with supporting information and comments.

To ascertain optimum details for each unit of plant, the following step will need to be progressed:

- 1/ Verification of current plant ownership (completed)
- 2/ Coding of all plant into synergy by individual plant code (pending plant codes)
- 3/ Creation of a 10 year plan by optimum replacement timing (this document attached)
- 4/ Input through use of actual plant utilisation (pending job codes)
- 5/ Input of data for a minimum 12 month period (Pending plant and job codes)
- 6/ Review of 10 year plan based on utilisation of plant.

The current assessment of plant on *optimum replacement timing* is based upon the IPWEA standard life of ownership KPI for life of plant. Table 1.2.

Group/Type	National Annual Benchmark Utilisation Engine hr/km Travelled	Optimum Replacement Timing	
		Years	km/hr's
Grader	1000hr	10	8000hr
Backhoe Loader	800hr	7	5000hr
Loader	800hr	8	8000hr
Skid Steer	700hr	5	5000hr

Excavator (15 tonne)	1000hr	10	8000hr
Excavator (8 tonne)	800hr	10	8000hr
Excavator (3.5 tonne)	700hr	8	5000hr
Heavy duty Truck (HR and HC)	35,000km	8	500,000km
Medium Duty Truck (MR)	20,000km	8	200,000km
Light-duty Truck (LR)	10,000km	6	150,000km
Rubber-Tyred Roller	500hr	10	5000hr
Vibrating Drum Roller	500hr	8	5000hr
Mower Front Deck	500hr	5	2000hr
Slasher Mower	500hr	7	5000hr
Tractor (PTO hrs)	800hr	7	5000hr
Rear Lift Compactor	1000hr	10	8000hr
Side Lift Compactor	25,000km/1700hr	8	8000hr
Landfill compactor	1000hr	10	8000hr
Landfill Wheel Loader	1000hr	10	8000hr
Road Sweeper	*1700hr	8	8000hr
Carpark/Footpath Sweeper	*1000hr	8	5000hr
Wood Chipper	800hr	8	5000hr
Bus Mini	20,000km	8	150,000km
<i>*1. The optimum replacement timing is based on age or life utilisation benchmarks, whichever occurs first</i>			

Councillors will note two attachments presented for plant changeover, first listing 'BY TYPE', which is based strictly on changeout of plant by age, and 'MODIFIED', which has staggered plant purchases to ensure even expenditure over the 10-year plan to allow Council to better support plant purchasing into the future.

Ultimately, on future implementation of the *utilisation* methodology, plant hours will automatically allow overhead to move into reserve, effectively self-funding plant changeover by hours of use.

Endorsing the attached preliminary plan will not require Council to fund the program but will initially act as a priority list of plant for changeover, to be considered by council during budgetary deliberations.

Statutory Environment:

Local Government Act 1995, Part 5, Division 5, s.5.54 Planning for the future,

- 1. A local government is to plan for the future of the district.*

2. *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

Policy Implications:

Nil

Financial Implications:

Identifies a priority list of projects only.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	B1	Infrastructure that meets community need.
OBJECTIVE	B1.1	Sustainably manage current and future assets and infrastructure.

Officer's Recommendation/Council Motion:

MOVED: CR KRISTY D'APRILE

SECONDED: CR JOHN GOODHEART

OC41/18 That Council endorses the 2018/2019 – 2027/2028, 10 Year Plant Replacement Program as a priority list of plant changeover, for consideration in the 2018/2019 budgetary deliberations.

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Kristy D'Aprile spoke for the motion.

10.1.3 Pedestrian Access Network-10 Year Plan (ATTACHMENTS)

File Ref: RD.ST.1
Reporting Officer: Paul Webb, Executive Manager Infrastructure & Development
Date Report Prepared: 12 February 2018

Issue:

For Council to consider the endorsement of a 10 pedestrian network maintenance plan.

Body/Background:

The Shire of Katanning administration is currently in the process of developing strategic and corporate plans. Part of this process is to develop 5 and 10 year plans for community assets.

The Shire's Infrastructure Asset Management Officer, Mr Richard Bralich, has undertaken a full visual assessment of the Shire pedestrian access network by length, and by local defect. This information has been compiled by the Executive Manager Infrastructure & Development to create a proposed 10 year plan, for Council to consider.

Officer's Comment:

For the purpose of good future planning, a review of current asset groups is required so that council can make informed decisions on how to financially manage community assets. By taking a considered approach to asset maintenance, council reduces the risk of public liability both in actual injury and in financial compensation. In addition, maintaining an asset has positive aesthetic appeal to our townsite.

Primarily, the plan should identify and prioritise the elimination of condition 4 and 5 faults from the network, with future plans dealing with potential faults arising from condition 3 being addressed on an annual basis. Due to the large amount of condition 4 and 5 faults, the administration will need to provide Council with alternatives to repair the footpath networks and reduce public risk.

Councils expectations of their footpath network may comprise of -

- Public perception
- Public safety
- Increase risk of injury(s)
- Liability risk
- Increase in premiums
- Functional for a wide range of users (bike, scooter, mobility access, prams)

Staff (Mr Bralich) have reviewed and updated current footpath network data into Councils RAMMS system. Network has been rated into two parts, being current full length of path and by defect. Rating is carried out in compliance with the Institute of Public Works Engineers Australia (IPWEA) *CONDITION ASSESSEMENT AND ASSET PERFORMANCE GUIDELINES*, the guidelines are part of the National Asset Management Strategy (NAMS) system.

Typically in assessing an asset, and in accordance with current guidelines, general condition will be considered upon –

- The type of the asset
- The criticality of the asset
- The relative age of the asset
- The rate of deterioration of the asset

- The economic value of the asset

Based upon the five-point system, the following ranking system has been used to consider current footpath assets.

Rank	Description of Condition
1	Very Good Condition Only normal maintenance required
2	Minor Defects Only Minor maintenance required (5%)
3	Maintenance Required to Return to Accepted Level of Service Significant maintenance required (10-20%)
4	Requires Renewal Significant renewal/upgrade required (20-40%) Asset Unserviceable
5	Over 50% of asset requires replacement

Based upon the current state of asset, and council's fiscal capacity, a Level of Service program has been created as a proposal to council, in an effort to address highest risk asset.

DETERIORATION BY CONDITION RATING

In total, it has been calculated that Council own a total footpath asset to a value of approximately \$12,000,000. This is comprised of -

- \$818,750.90 Brick Paving
- \$6,509,330.50 Concrete
- \$3,507,587.50 Asphalt
- \$1,153,404.00 Gravel

Based by condition rating, and dealing only with category 5 and 4 asset,

Category 5 failure \$1,578,656.00
Category 4 failure \$1,698,364.25

Based on the general deterioration model, it should be noted that there is a value of \$5,340,137,70 of category 3 asset which will deteriorate rapidly into category 4.

DETERIORATION BY DEFECT RATING

Local defects are only rated between 5 and 3, as there are no category 1 and 2 defects locally. This would actually be good footpath.

Over the entire network, the Shire has a total of \$1,277,164 of local defects. This is comprised of -

- \$26,575.00 Brick Paving
- \$487,376.50 Concrete
- \$376,887.50 Asphalt
- \$386,325.00 Gravel

Based by condition rating, and only dealing with category 5 and 4 asset,

Category 5 local defect \$589,122.00
Category 4 local defect \$420,901.75

It should be noted that there is a value of \$267,140.25 of category 3 local defect that is currently functional path, but will rapidly devolve into category 4 defect.

PROPOSED FUTURE REMEDIATION

Council may justifiably consider prioritising higher importance paths for rectification works. This would include links to aged care, hospital, schools, business precincts, government institutions and high use public facilities. A priority network plan has been discussed with Council, this plan and associated estimates to be presented at a future meeting.

This matter has been progressed through Council workshop 26 March 2018 to seek feedback and explain development process of the 10 year plan. This plan remains a priority list of paths to assist staff in development of the 2018/2019 works program and will need to be reconsidered on development of the path priority list, which has been workshopped with Council Tuesday 10 April 2018 (Pending staff costing of plan and delivering to Council for endorsement).

Statutory Environment:

Local Government Act 1995, Part 5, Division 5, s.5.54 Planning for the future,

- 1. A local government is to plan for the future of the district.*
- 2. A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

Policy Implications:

Nil.

Financial Implications:

Identifies a priority list of projects only.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	B1	Infrastructure that meets community need.
OBJECTIVE	B1.1	Sustainably manage current and future assets and infrastructure.

Officer's Recommendation/Council Motion:

MOVED: CR OWEN BOXALL

SECONDED: CR SERENA SANDWELL

OC42/18 That Council endorses the 2018/2019- 2027/2028, 10 year pedestrian network maintenance plan as a priority list of maintenance works, for consideration in the 2018/19 budgetary deliberations, and other associated infrastructure long term plans.

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Owen Boxall spoke for the motion.

Cr Kristy D'Aprile spoke for the motion.

10.1.4 Development Application – Verandah Addition, Lot 12 (32) Oxley Road, Katanning

File Ref: A300. BP-201718041 (2H)
Reporting Officer: D Baesjou, Consultant Planner
Date Report Prepared: 12 April 2018

Issue:

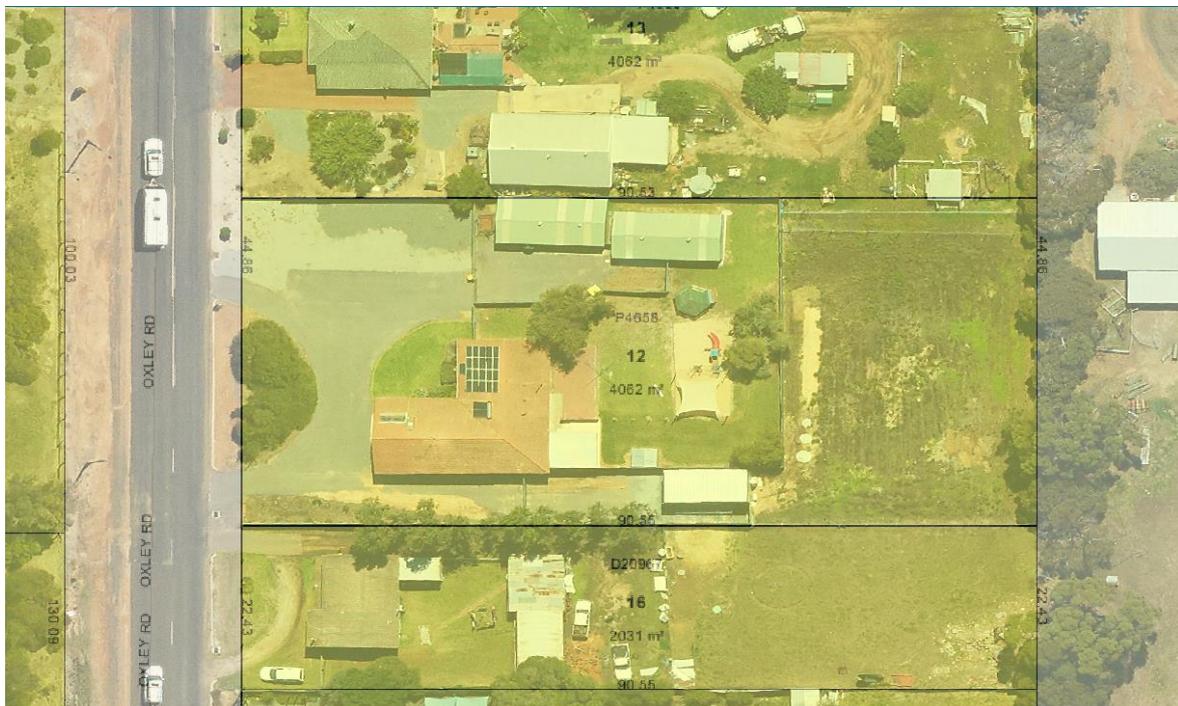
To consider an application for a verandah addition (side setback relaxation) for the Katanning Regional Emergency Accommodation Centre at Lot 12 (32) Oxley Road, Katanning.

Body/Background:

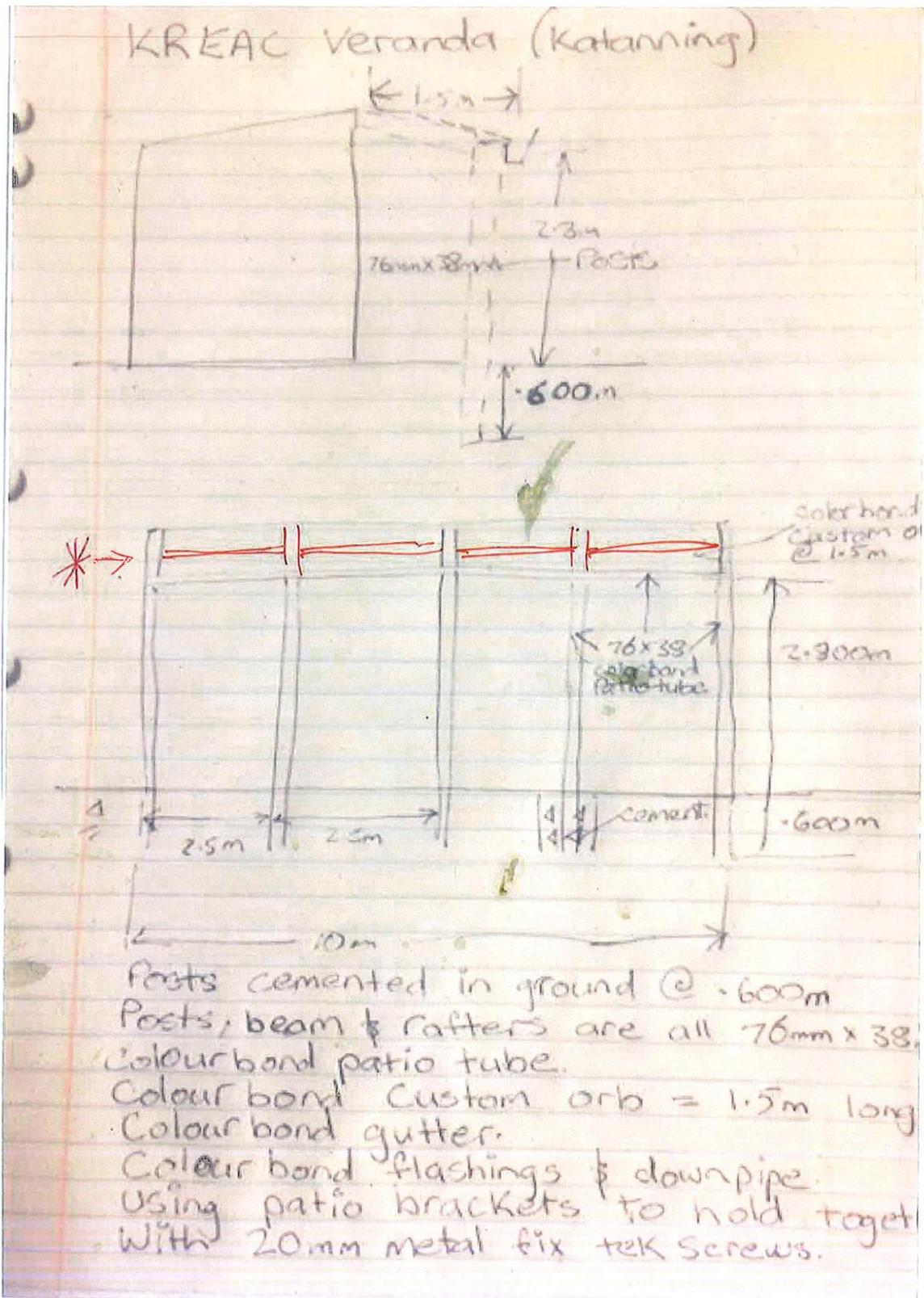
An Application was received on 5 April 2018.

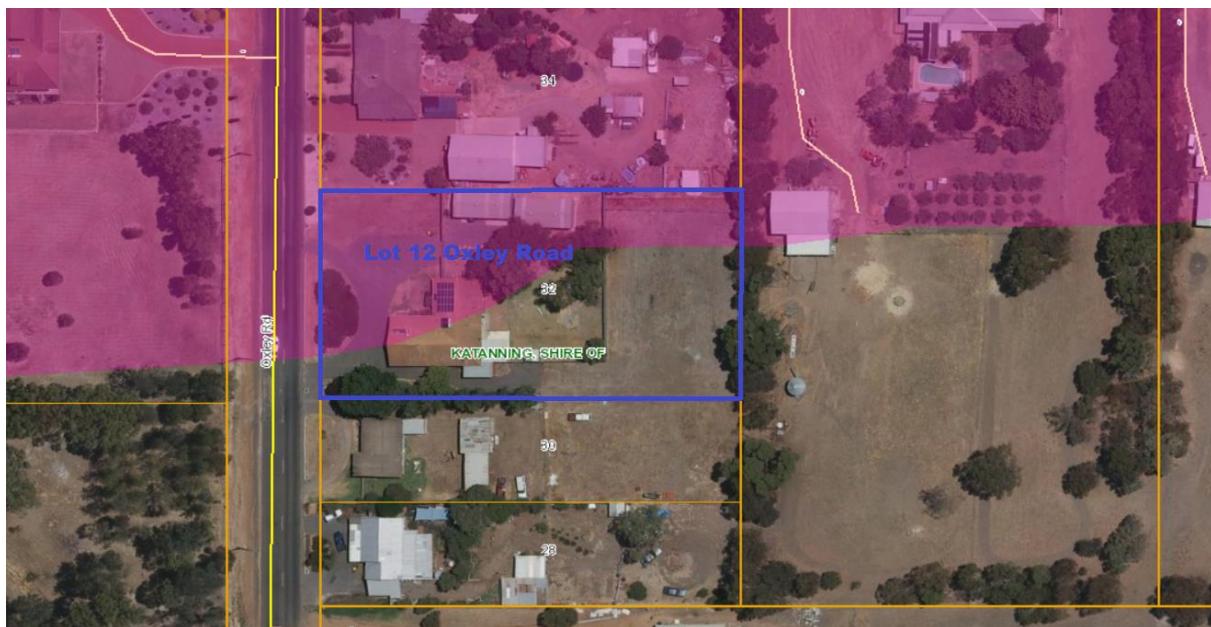
The proposal is for 15m x 1.5m verandah on the southern side of the existing building. The plans indicate an open sided, skillion, roofed structure. It is steel framed with colorbond roof and guttering.

The subject land is zoned Residential under the Shire of Katanning Local Planning Scheme 5 (LPS5) and is designated R2.5 Density Code. As set out in Table 2, the Minimum required side setback is 7.5m. The existing building is setback approximately 3m from the southern side boundary of Lot 12. The proposed setback to the face of the verandah is 1.5m. Accordingly, a Side Setback variation is sought.



Aerial image of Lot 12 (32) Oxley Road, Katanning





Subject Land- Bushfire Prone designation (shown as Pink)

Officers Comment

Lot 12 is 4062m². The subject land is considered to be of sufficient size to accommodate the proposed development.

Development in the Residential zone is permitted, and typically is exempt from requiring Development Approval (aka Planning Consent), subject to compliance with the Residential Design Codes (R-Codes). In this case, and in accordance with the 2015 Planning Regulations, Schedule 2, Part 7, Clause 61(1) (d), Development Approval is required because the proposal does not satisfy the deemed-to-comply requirements of the R-Codes.

The applicant has provided a letter of no objection from the adjoining landowner.

The application was assessed against the requirements set out in Table 4 and Clause 25 of LPS5, the R-Codes and the P&D Regs 2015.

The relevant requirements and assessments are summarised as follows:

Objectives

- To provide for a range of housing and a choice of residential densities to meet the needs of the town and its anticipated growth in population.
- To facilitate and encourage high quality design, built form and streetscapes throughout residential areas that:
 - Maintains the character and amenity of established residential areas and ensures that new development, including alterations and additions, is sympathetic with the character and amenity of those areas;
 - Incorporates energy efficient design principles; and
 - Where appropriate, facilitates ageing in place through the incorporation of adaptable housing design.
- To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

Site and Development Requirements

The following Table shows the required and proposed setbacks for this development.

Minimum Setbacks - Proposed Addition, Lot 12 (33) Oxley Road, Katanning			
Boundary	Required Setback	Proposed/current Setback	Comment/Assessment
Primary Street	15m	>50m	<i>Compliant</i>
Southern Side: - Existing Bldg (height 2.8m, length 15m) - Verandah (height 2.4m, Length 15m)	7.5m 7.5m	3m - current 1.5m - proposed	<i>Non-compliant Variation sought</i>
Northern Side: - Existing Building - Verandah	7.5m 7.5m	>35m n/a	<i>Compliant n/a</i>
Rear	7.5m	>25m	<i>Compliant</i>

Given the location, style and height of the proposed minor addition and the nature of nearby land uses and development it is considered the appearance, size and bulk of the proposed Verandah Addition is in keeping with the character of this area and will have no significant impact on adjoining land.

The proposal is considered to meet the Scheme Objectives and for the Residential zone set out in Local Planning Scheme 5. Development Approval is recommended, subject to conditions.

Statutory Environment:

Shire of Katanning Local Planning Scheme No. 5 (LPS5)

The Planning and Development (Local Planning Schemes) Regulations 2015 (P&D Regs 2015)

The Residential Design Codes (R-Codes)

The subject land is not of historical or cultural significance. The site is not recorded in the State Register of Heritage Places, the Municipal Inventory or other Heritage lists. It is not listed as a Registered Aboriginal Site or Survey Area, based on a recent search using the DoPLH online Aboriginal Heritage Inquiry System.

Portion of the subject land is within a designated Bush Fire Prone Area (BFPA) as identified by the Fire and Emergency Services Commissioner (Designation Dates: 1/6/2017 since 8/12/15). Notwithstanding the lot area is greater than 1100m², the proposed development is wholly outside the pink 'Designated' BFPA so there is no necessity for a BAL Assessment and an 'Exemption' from the requirements of SPP 3.7 and the deemed provisions is considered to apply in this case.

Policy Implications:

Nil.

Financial Implications:

As set out in Council's Schedule of Fees and Charges an Application Fee of \$147.00 is due.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B2	Places for the community to live, work and connect.
OBJECTIVE	B2.3	Orderly development (Town Planning).

Officer's Recommendation/Council Motion:**MOVED: CR SERENA SANDWELL****SECONDED: CR MARTIN VAN KOLDENHOVEN**

OC43/18 That Council grants Development Approval for Lot 12 (32) Oxley Road, Katanning for the purpose of Verandah Addition (side setback variation), subject to the following conditions:

1. Development is to be generally in accordance with approved plans.

Advice Notes

- i. All stormwater runoff from the new structure to be adequately controlled on-site. Any connection to the district drainage system is to be to the satisfaction of the Executive Manager of Infrastructure & Development.

Voting Requirement: Simple Majority.

CARRIED: 9/0

10.1.5 Development Application – Farm Supply Centre, Extension, Lot 1 (17) Creek Street, Katanning

File Ref: A2872 - C/18/3560 - (4M)
Reporting Officer: D Baesjou, Consultant Planner
Date Report Prepared: 13 April 2018

Issue:

To consider a Development Application for an extension to the Landpower (CLAAS Harvest Centre) premises at Lot 1 (17) Creek Street, Katanning. Front, Side and Rear setback relaxations are sought.

Body/Background:

An application for Development Approval was received on 12 April 2018 for alterations and extensions to the Farm Supply Centre (Showroom and Workshop) at Lot 1 (17) Creek Street.

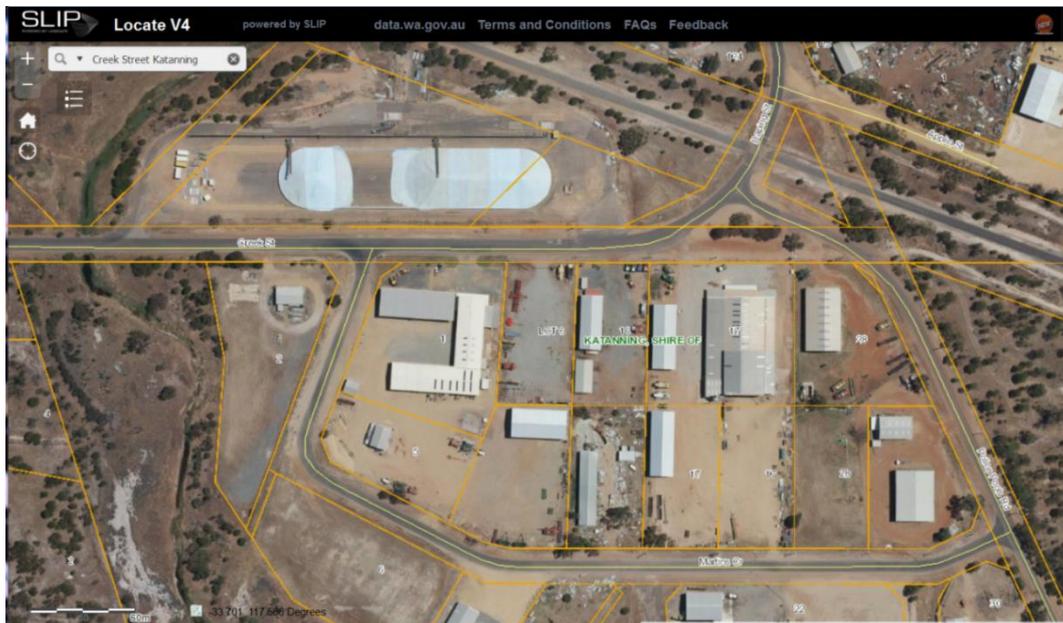
The proposed development involves removal of the existing enclosed lean-to and patio, refurbishment and additions to the Offices and Showroom at the front of the main building and construction of a new 6m high, 9.45 x 9m Wash-down bay shed in the south west corner of lot 1.

Lot 1 is 6723m² and fronts the Creek Street along the full length of its northern boundary. It is adjacent to the Daping Street-Police Pools Road intersection. The road configuration results in an 'over width' verge which is used for informal parking.

The property is group-rated. Assessment 2872 comprises Lot 1 and the adjoining Lots 14 and 15 to the south (fronting Martins Crescent). Lots 14 & 15 are used for storage, trade display and parking. Lot 15 contains an open sided shed, approximately 9m x 25m.



Lot 1 Creek St, Lots 14 & 15 Martins Cres.



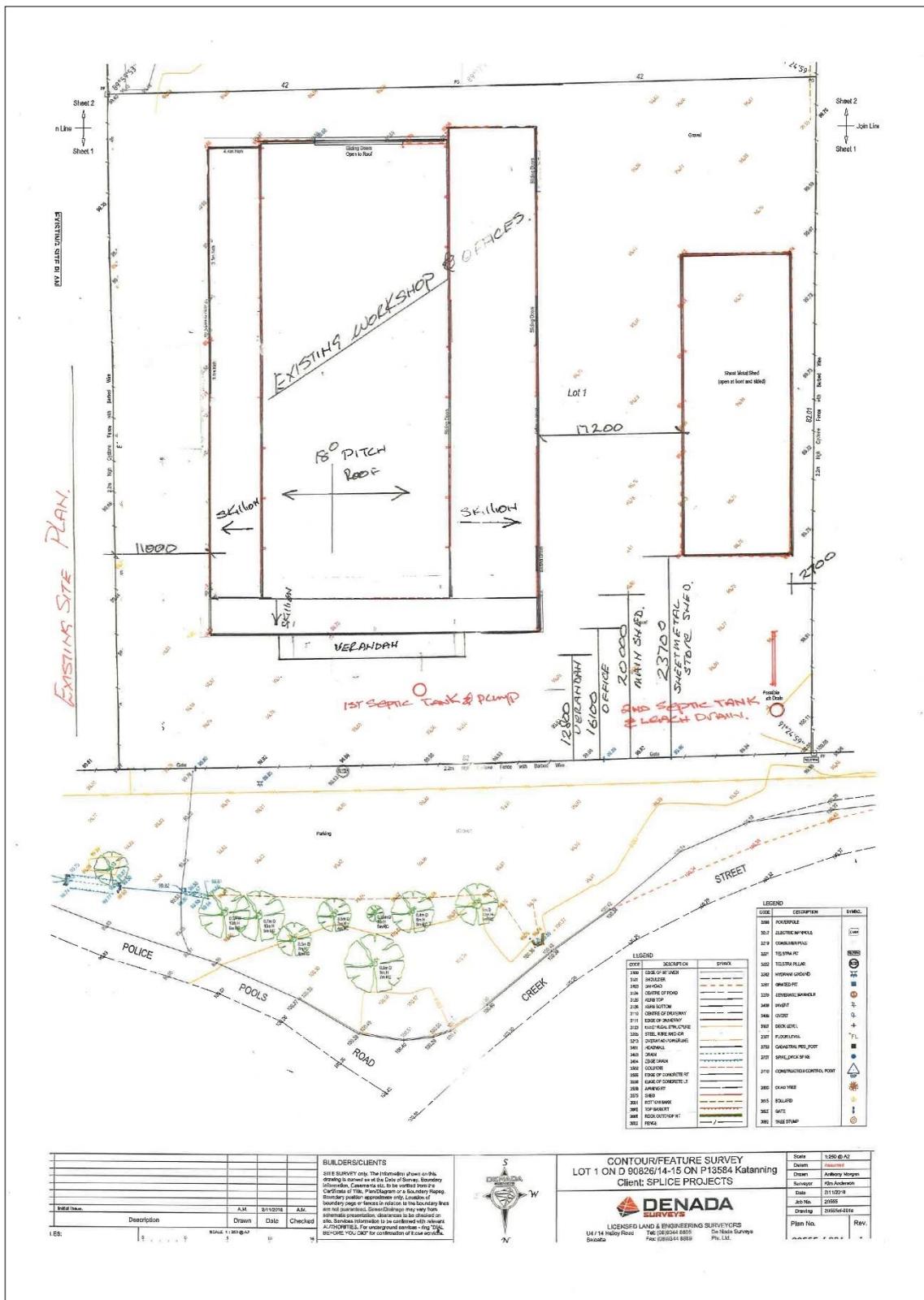
Aerial view of Lot 1 (17) Creek Street, Katanning and surrounds



Front view from Creek Street showing building façade (to be refurbished and extended)



Bushfire Prone designation (shown as Pink)



NO.	Description	A.M.	Date	Checked
168				

BUILDERS/CLIENTS
 THIS SURVEY only. The information shown on this drawing is based on the Data of Survey. Boundary information, easements etc. to be verified from the Certificate of Title. The Client/Builder is a Boundary Map. Boundary position approximate only. Location of boundary lines or fences in relation to the boundary lines are not guaranteed. Denada Surveys may vary from information presented. Distances to be obtained on site. Surveys must be confirmed with relevant AUTHORITIES. For works proceed contact: any DIAL BEFORE YOU DIAL for confirmation of the work.

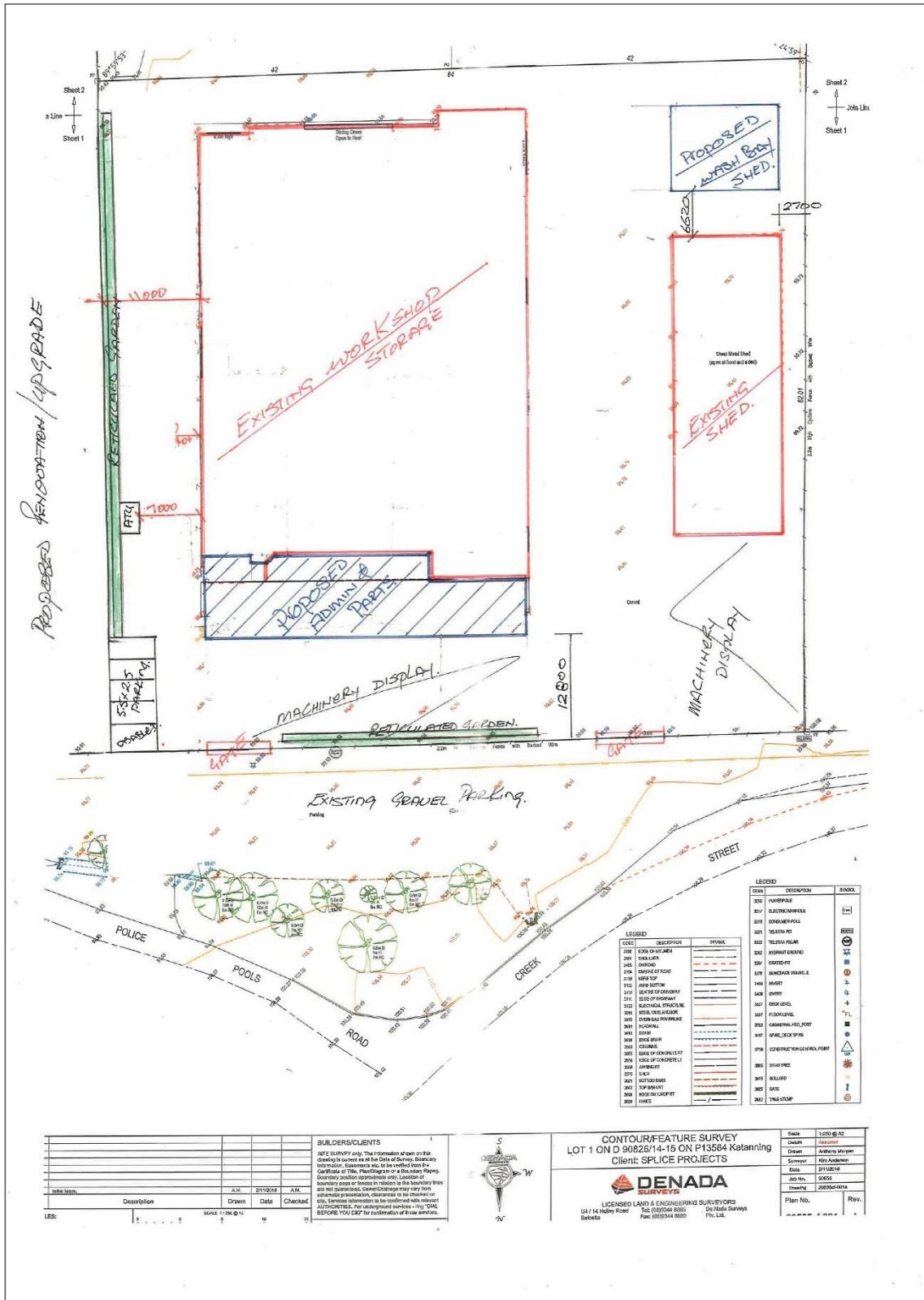


CONTOUR/FEATURE SURVEY
 LOT 1 ON D 90826/14-15 ON P13584 Katanning
 Client: SPLICE PROJECTS

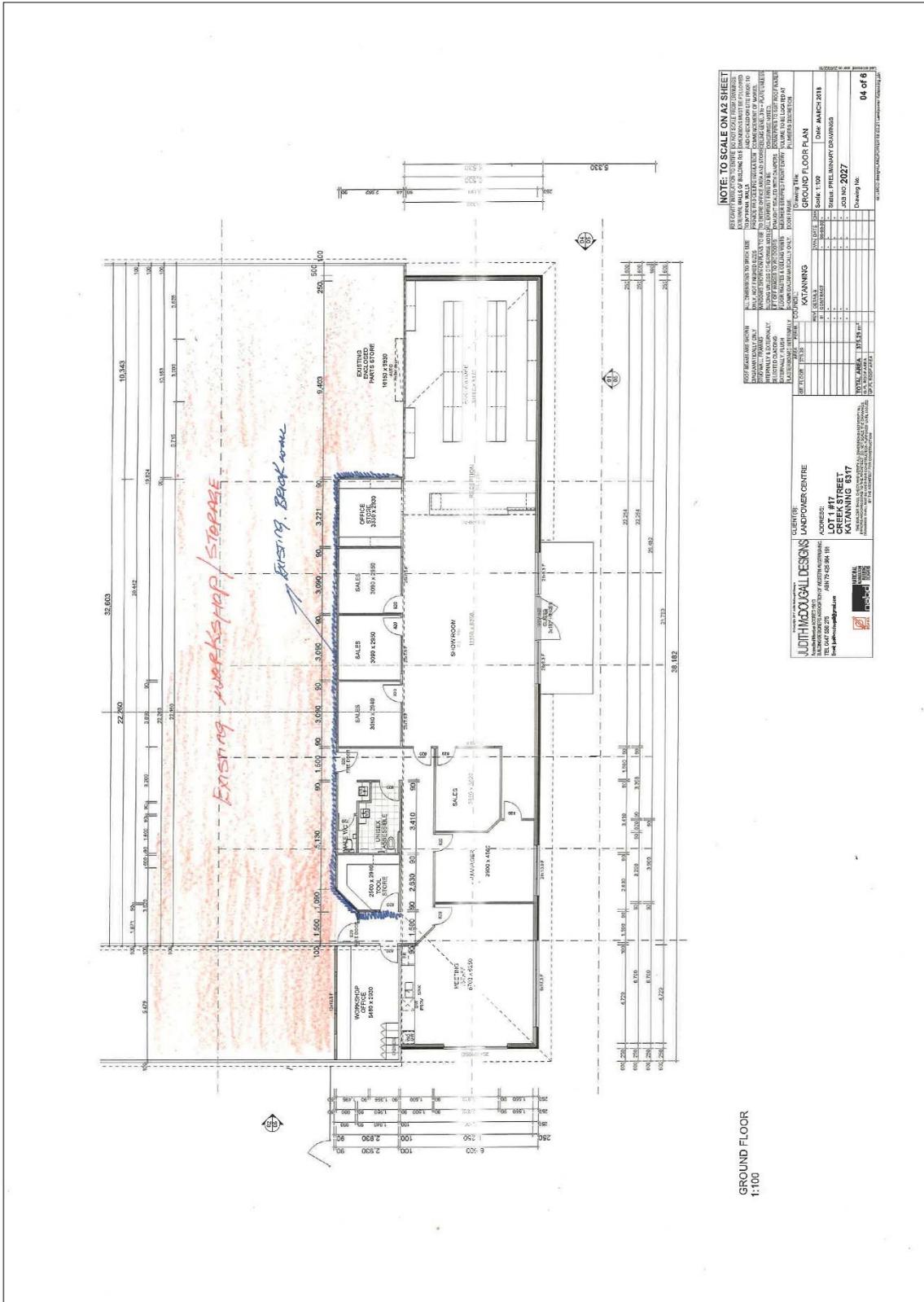
DENADA SURVEYS
 LICENSED LAND & ENGINEERING SURVEYORS
 Unit 14 Hubby Road, Seaside
 WA 6150
 Tel: (08) 944 8889 Fax: (08) 944 8888

Scale	1:250 @ A3
Drawn	Anthony Nisgem
Surveyed	John Anderson
Date	21/12/18
Job No.	21555
Drawing	21555-01-01
Plan No.	
Rev.	

Existing Site Plan



Site Plan showing Proposed Renovation & Additions



NOTE TO SCALE ON A2 SHEET
 PRESENTED FOR THE RECORD ONLY. THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION OR FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY DAMAGE TO PERSONS OR PROPERTY CAUSED BY THE USE OF THIS DRAWING. THE ARCHITECT'S LIABILITY IS LIMITED TO THE PROFESSIONAL FEES PAID TO HIM/HER.

CLIENT: JUDITH MACGILL DESIGNS LANDPOWER CENTRE
ADDRESS: LOT 1 #17 STREET KATANNING 6317
DATE: 22.03.18

PROJECT: KATANNING 6317

DATE: 22.03.18

SCALE: 1:100

DATE: 22.03.18

JOB NO: 2027

DRAWING NO: 04 of 8

PROJECT: KATANNING

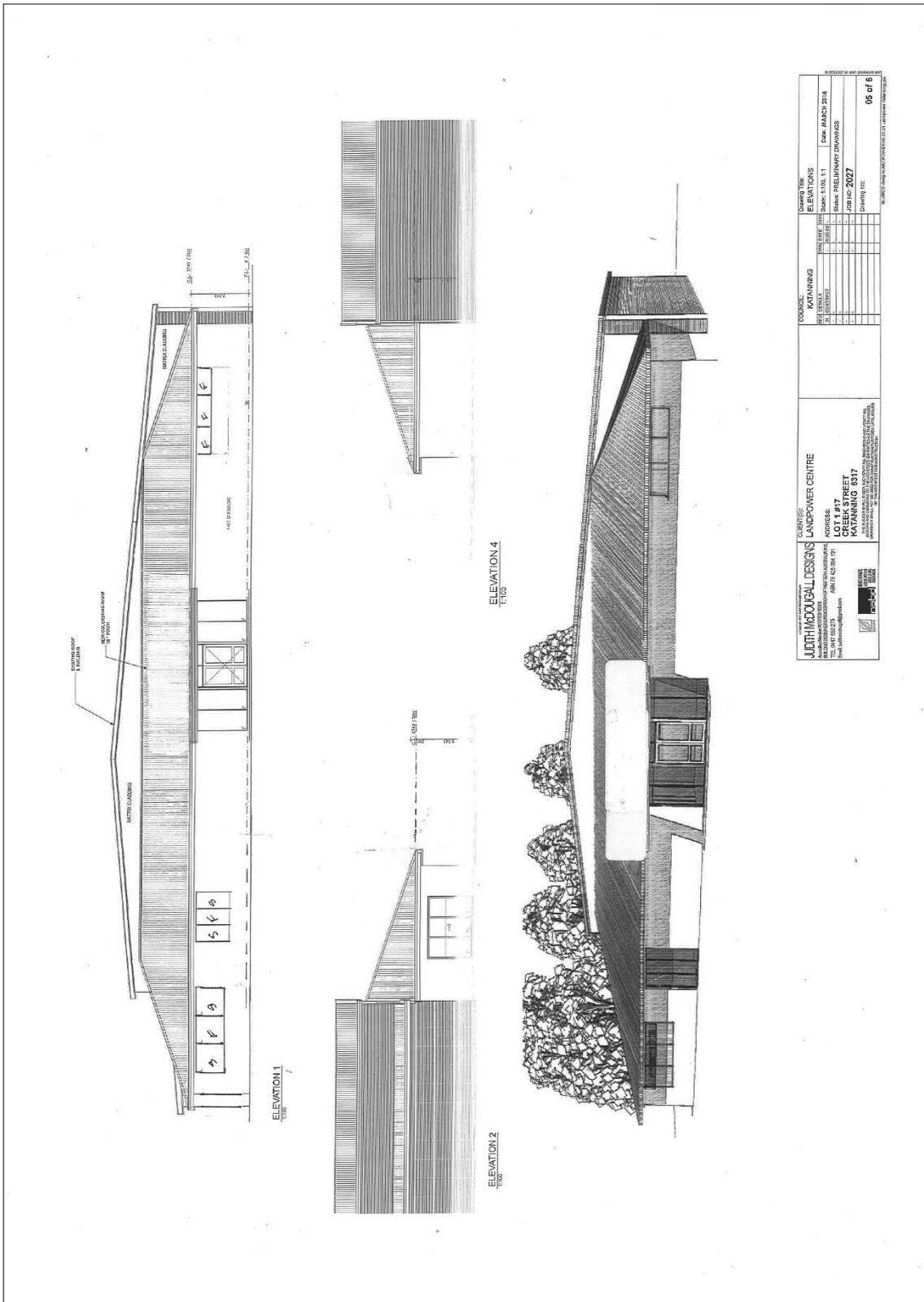
DATE: 22.03.18

SCALE: 1:100

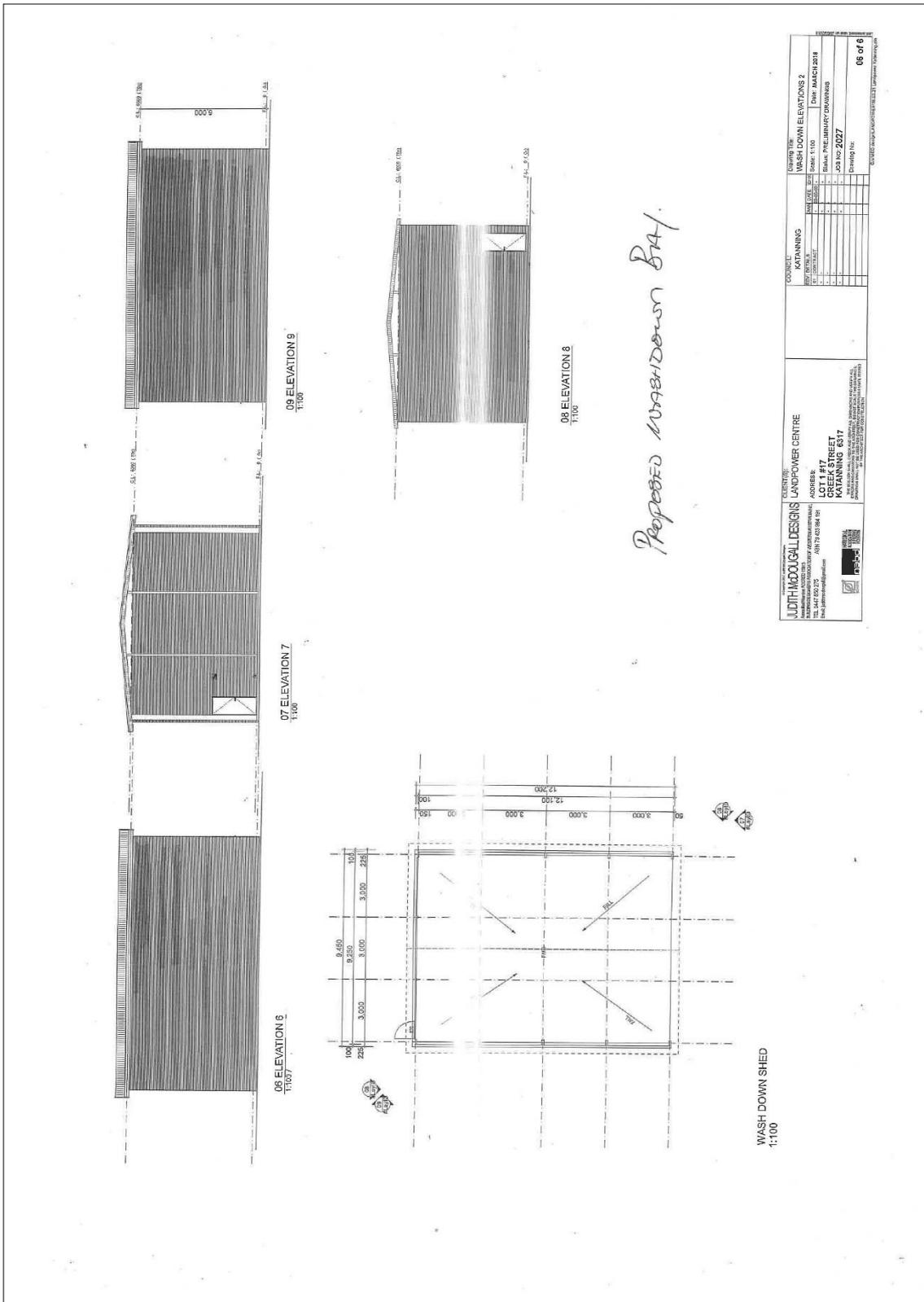
DATE: 22.03.18

JOB NO: 2027

DRAWING NO: 04 of 8



Elevations of main building



Elevations of proposed Wash-down Bay

The property is zoned 'General Industry' under the Shire of Katanning Local Planning Scheme No.5 (LPS5).

The land use involves both the sale and service of farm machinery. Accordingly, the following definitions, as set out in the LPS5, are considered to apply:

farm supply centre means premises used for the supply and sale of seeds, fertilisers, agricultural chemicals, stock foods, tractors/farm equipment, implements and/or components and/or irrigation equipment for agriculture/primary production purposes.

industry — primary production means premises used —

- (a) to carry out a primary production business as that term is defined in the *Income Tax Assessment Act 1997* (Commonwealth) section 995-1; or
- (b) for a workshop servicing plant or equipment used in primary production businesses;

Farm Supply Centre is listed in the Zoning Table as 'P' (Permitted) in the General Industry zone. Industry – Primary Production is listed as 'D' (Discretionary). The application was assessed, based on the requirements set out in LPS5 and the matters listed in Clause 67, Part 9 Schedule 2 of Planning and Development (Local Planning Schemes) Regulations 2015.

The following Table lists the relevant matters that Council is required to consider under the current Regulations, together with planning comments related 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	Use of the subject land for the purpose of Farm Supply Centre (Extension) is consistent with the objectives and intent of the zone and LPS5.
(k) the built heritage conservation of any place that is of cultural significance.	Yes	No registered sites or places on the subject land. Lot 1 is in proximity of the Katanning Town Creek - Site 22816 (Aboriginal Heritage Act)
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located.	Neutral	Negligible impact, if any.
(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	This proposal represents a minor extension of the existing land use which is unlikely to have a significant negative impact on adjoining land.

<p>(n) the amenity of the locality including the following:</p> <ul style="list-style-type: none"> (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development. 	Yes	No significant change in impact on amenity in regard to noise, odour, and lighting given the setting, function and purpose of the zone.
<p>(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource.</p>	Yes	<p>The proposed extension is unlikely to have any significant impact on the natural environment or the water resource.</p> <p>Further detail on the proposed Wash-down facility and associated trade waste management is required.</p>
<p>(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.</p>	Yes	<p>LPS5 has no Landscaping requirements for this zone.</p> <p>The site plan shows two narrow areas of landscaping for the proposed ATU/effluent disposal reticulation area.</p>
<p>(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.</p>	Yes	<p>Katanning is recognised as being at risk of townsite salinity. Combined with high groundwater and clay soils, this can be problematic for on-site stormwater management, although not considered to be a significant risk in this instance.</p> <p>A significant portion of the subject land is designated as Bush Fire Prone (DFES mapping 2017).</p>
<p>(r) the suitability of the land for the development taking into account the possible risk to human health or safety;</p>	Yes	Storage of implements and workshop materials considered to be appropriately managed through relevant Legislation.
<p>(s) the adequacy of:</p> <ul style="list-style-type: none"> (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles. 	Yes	<p>Existing crossovers, dual frontage and site layout allows for access/egress, informal customer and staff parking and unloading/loading.</p> <p>Appropriate signage to designate loading areas and customer parking should be provided.</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</p>	Neutral	Development may result in slight increase in vehicle movements.

locality and the probable effect on traffic flow and safety		
(u) the availability and adequacy for the development of the following: (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability	Neutral	Issues i, iv and v (public transport services and access for pedestrians, cyclists and non-motorised transport) of limited significance given 'expansive' nature of land use and scale of farm implements displayed and serviced. If required, water, waste water and power are operational matter for the proponent. Management of solid waste and refuse by developer, to LG specifications. Commercial premises and parking to satisfy relevant standards re: accessibility.
(w) the history of the site where the development is to be located;	Yes	Development of the site by way of extension is supported.
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;	Neutral	Development of the site and extension of the land use represents growth and intensification of an existing activity.

Officers Comment

The Objectives of the General Industry zone are set out in Table 2 of LPS5; the following are considered relevant to the proposed extension:

- To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses.
- To allow for the continuation of existing industries and provide for the establishment of new industries that contribute to Katanning's and the region's economic growth.
- To take advantage of the attributes of location, availability of services and transport facilities servicing Katanning and the region.
- Seek to manage impacts such as noise, dust and odour within the zone.

Site and Development Requirements applicable to this proposal are set out in Tables 3 and 8 of LPS5.

The proposed extension the Showroom/Workshop is to be 12.8m from the front boundary and approximately 11m from the eastern side boundary. The proposed Wash-down Shed is to be setback 4m from the rear boundary. The development will require variation of the minimum setback requirements prescribed in LPS5, being 20m front and rear and 15m on one side. Within this zone the setback area may be used for access, parking, loading, landscaping and/or trade display.

The following summary compares the minimum and proposed setbacks for this development.

Minimum Setbacks - Proposed Addition, Lot 1 (17) Creek Street, Katanning				
Boundary	Required Setback	Existing Setback/s	Proposed Setback/s	Comment/ Assessment
Front	20m	Main Bldg: 16m	12.8m	<i>Existing setback is non-compliant. Further variation sought</i>
	20m	Storage Shed: 23.7m New Shed: n/a	n/a approx. 70m	<i>Compliant. Satisfies LPS5 Requirement</i>
Side: East	One Side 15m	Main Bldg: 11m	11m	<i>Non-compliant Variation sought for extension – to align with side wall of existing Showroom/Workshop</i>
Side: West		Storage Shed: 2.7m New Shed: n/a	n/a 3.4m	<i>Compliant Compliant</i>
Rear	20m	Main Bldg: 4m New Shed: n/a	n/a approx. 4m	<i>Non-compliant Variation sought for new Wash-down Shed – to align with rear setback of existing Workshop</i>

The Site Plan shows eight (8) on-site parking spaces at the front of the proposed building. Extensive hardstand and manoeuvring areas are available allowing for loading/unloading, circulation, and movement of service vehicles, farm machinery and implements. Additional Trade Display and parking areas are available on the adjoining Lots 14 and 15. Notwithstanding the expansive floor area, given the nature of this operation, the number of parking spaces is considered to be sufficient for the relatively small number of customers and administrative/sales staff. Appropriate designation/signage of the proposed parking bays, together with upgrading and maintenance of the crossover is recommended to ensure safe and convenient access and parking.

Relevant site and requirements, as set out in LPS5 include:

- (2) In considering an application for planning approval for an industrial activity, the Local Government may require the applicant to demonstrate:
 - (a) That the intended industrial activity meets environmental guidelines in terms of gaseous and particulate, noise, dust and odour emissions and will not adversely impact on any surrounding existing or anticipated land use activities; and
 - (b) That the intended industrial activity will not result in the need for an off- site buffer to be provided to avoid future impacts upon adjoining land uses and zones.

- (3) Where an industrial activity involves the production and discharge of industrial or noxious liquid effluent, the Local Government will require the development to either

- (a) If the effluent (types and/or volumes) is suitable for disposal into the reticulated sewer network, connection to the reticulated sewerage system; or
- (b) If the effluent is not suitable for disposal into the reticulated sewerage system, it is serviced by an on-site collection system and disposal method/process.

Additional information and detail on the proposed Wash-down facility is required to be submitted to assess any environmental implications. Installation of an oil and grease interceptor and sump is required to manage trade waste.

A significant portion of the subject land is within a designated Bush Fire Prone Area (BFPA) as identified by the Fire and Emergency Services Commissioner (Designation Dates: 1/6/2017 since 8/12/15). The proposed development is largely within the pink BFPA, accordingly, preparation of a BAL Assessment and/or BAL Contour Map is required.

Further consideration of landscaping is warranted given the need to balance amenity and fire safety and the precedent for similar proposals. Under the previous Planning Scheme (TPS4), the first five metres of the front setback on any lot was required to be "landscaped to the satisfaction of the Council." Under LPS5 there are no specific landscaping Requirements for the General Industry zone.

The Site Plan shows two areas of reticulated landscaping adjacent to the front and eastern boundary of the site. These are the proposed irrigation areas for the new on-site effluent disposal system. No other landscaping is proposed; it is recognised that tree planting in industrial areas can be problematic and implementation of landscaping conditions is often unsuccessful. Should Council consider it appropriate to require landscaping for the proposed development, approval could be granted subject to the following additional conditions:

- 1) Submission of a landscaping plan for approval by the Executive Manager of Infrastructure & Development.
- 2) Installation and maintenance of landscaping in accordance with the approved plan.

Details relating to on-site stormwater management had not been provided at the time of preparing this report, pending Council's determination of the additional setback relaxations. Given the extensive area of hardstand/impervious surface proposed for this development, the soil types and the possible implications for drainage infrastructure, it is appropriate that this information is submitted for assessment and approval prior to the issue of a Building Permit. Recommended Condition 2 relates.

Should the Council choose to support the proposed setback variations, supplementary information and technical details can be provided subsequent to Council's determination of this Development Application. Clause 74 - Approval subject to later approval of details of the LPS regulations sets out:

- (1) The local government may grant development approval subject to a condition that further details of any works or use specified in the condition must be submitted to, and approved by, the local government before the developer commences the development.
- (2) The local government may only impose a condition referred to in subclause (1) if the local government is satisfied that the further matters that are to be approved would not substantially change the development approved.

Utilising this process will enable the proposal to be assessed and finalised at officer level without the need for a further report to the Council.

A search for relevant Aboriginal Heritage using the DoPLH online *Aboriginal Heritage Inquiry System* indicates that the subject land is not listed as a *Registered Aboriginal Site* or *Survey Area*. The nearby Katanning Town Creek to the west is Registered Site Number 22816 – Hunting Place, Natural Feature, Water Source [under the Aboriginal Heritage Act], however is not considered to be impacted by this proposal.

The subject land is not listed in the State Register of Heritage Places, the Australian Government's heritage list or the local government inventory of Sites and Places.

Statutory Environment:

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 LPS5 and the Planning and Development (Local Planning Schemes) Regulations 2015. The proposal is considered to meet the Scheme Objectives for the General Industry zones set out in LPS5, as well as the intent of the Katanning Local Planning Strategy.

Policy Implications:

Nil

Financial Implications:

Based on the Development Value of \$800,000 and in accordance with the published schedule of Fees and Charges, the Planning Application Fee is \$2,471.00.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B2	Places for the community to live, work and connect.
OBJECTIVE	B2.3	Orderly development (Town Planning).
ASPIRATION	B2.2.2	Aid the strategic development of spaces to facilitate service delivery, employment and recreation
PRIORITY	ECONOMIC	
OBJECTIVE	E3.2.3	Attract business and investment opportunities.

Officer's Recommendation/Council Motion:**MOVED: CR MARTIN VAN KOLDENHOVEN****SECONDED: CR OWEN BOXALL**

OC44/18 That Council grants Development Approval subject to the payment of the relevant Planning Application Fee and submission of all necessary accompanying Stormwater, Landscaping, Fire/BAL Assessment, and Trade Waste information and material as specified in Clause 63, Part 8 Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, authority be delegated to the Chief Executive Officer to grant Development Approval for Lot 1 (17) Creek Street, Katanning for the purpose of Farm Supply Centre (Extension and Wash-down Shed) subject to conditions including, but not limited to the following:

- 1) Development is to be generally in accordance with approved plans.
- 2) Submission of detailed stormwater drainage design and management plan for approval by the Executive Manager of Infrastructure and Development prior to commencement of site works.
- 3) Construction and maintenance of internal accessways, loading, manoeuvring and parking areas is the responsibility of the developer.
- 4) Lighting devices to be controlled to minimise 'spill' and off-site impact.
- 5) Any additional signage is to comply with Clause 7.11 of the Shire of Katanning Town Planning Scheme No. 4, or subsequent Policy and relevant requirements of the Planning and Development (Local Planning Schemes) Regulations 2015.

Advice Notes

- I. All stormwater runoff from the new Development and associated hardstand to be adequately contained on-site. Any connection to the district drainage system to the satisfaction of the Executive Manager of Infrastructure & Development.
- II. Wastewater is to be managed by way of an approved on-site effluent disposal system.
- III. Installation of an oil and grease interceptor, sump and associated devices, as necessary to manage trade waste from the Wash-down bay.
- IV. Any alterations or upgrading of the crossover is to be in accordance with Shire of Katanning specifications and requirements.
- V. Removal of the existing structure may be subject to the issue of a Demolition Licence.
- VI. This Development Approval does not constitute a Building Permit.
- VII. Use and development is to comply with the requirements of the Dangerous Goods Safety Act 2004 and the Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007 (the Storage and Handling Regulations) and relevant Health and Environmental statutes.

Voting Requirement: Simple Majority.

CARRIED: 9/0

Cr Martin Van Koldenhoven spoke for the motion.

Cr Owen Boxall spoke for the motion.

10.2 EXECUTIVE MANAGER FINANCE & ADMINISTRATION REPORTS

10.2.1 Schedule of Accounts (ATTACHMENTS)

File Ref: FM.FI.4
Reporting Officer: Libby French, Manager Finance
Report Prepared: 16 April 2018

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 Payments 2017/18	Direct Debits 2017/18	Credit Card 2017/18	Payroll 2017/18	Trust 2017/18	Total Payments 2017/18
July	2,094.85	489,112.68	339,827.72	0.00	306,119.77	5.42	1,137,160.44
August	2,811.70	1,522,631.19	312,531.27	5,770.39	339,435.06	1,212.68	2,184,392.29
September	11,566.95	673,455.54	207,121.69	9,182.67	512,962.08	0.00	1,414,288.93
October	1,593.85	609,769.21	311,427.60	6,525.35	136,693.64	777.84	1,066,787.49
November	5,708.35	770,537.18	335,679.48	0.00	489,261.53	339.90	1,601,526.44
December	1,595.12	862,079.95	284,881.78	0.00	305,441.24	0.00	1,453,998.09
January	22,086.92	571,328.07	285,146.70	30,166.65	297,912.30	283.25	1,206,923.89
February	48,222.57	837,972.25	281,479.76	2,125.15	303,402.18	-	1,473,201.91
March	58,849.47	1,396,713.97	304,833.01	-	310,768.18	-	2,071,164.63
April							0.00
May							0.00
June							0.00
Total	154,529.78	7,733,600.04	2,662,929.01	53,770.21	3,001,995.98	2,619.09	13,609,444.11

Officer's Comment:

The schedule of accounts for the month of March 2018 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:

Expenditure in accordance with the 2017/18 Annual Budget.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

Officer's Recommendation/Council Motion:**MOVED: CR KRISTY D'APRILE****SECONDED: CR SERENA SANDWELL**

OC45/18 That Council endorses the Schedule of Accounts as presented, being cheques 42003-42021 totalling \$58,849.47, EFT payments 24615-24825 totalling \$1,396,713.97 and direct payments totalling \$304,883.01, authorised and paid in February 2018.

Voting Requirement: Simple Majority.

CARRIED: 9/0

Cr Kristy D'Aprile spoke for the motion.

10.2.2 Monthly Financial Reports (ATTACHMENTS)

File Ref: FM.FI.4
Reporting Officer: Libby French, Manager Finance
Report Prepared: 16 April 2018

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:

A variance report is included with the monthly financial statements.

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 Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

Officer's Recommendation/Council Motion:

MOVED: CR KRISTY D'APRILE

SECONDED: CR ERNIE MENGHINI

OC46/18 That Council adopts the Statement of Financial Activity for the month ending 31 March 2018, as presented.

Voting Requirement: Simple Majority.

CARRIED: 9/0

Cr Kristy D'Aprile spoke for the motion.

10.2.3 2017/18 Budget Review **(ATTACHMENT)**

File Ref: FM.BU.6
Reporting Officer: Libby French, Manager Finance
Report Prepared: 17 April 2017

Body/Background:

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires Local Governments to conduct a budget review between 1 January and 31 March each financial year.

Regulation 33A(2) and (3) require the results of the review to be submitted to Council and for Council to consider whether or not to adopt the review, any part of the review or any recommendations made in the review.

Regulation 33A(4) requires that within 30 days after Council has adopted the review a copy of the review and determination is to be provided to the Department of Local Government, Sport and Cultural Industries.

Officer's Comment:

Officers have extensively reviewed the actual performance to budget as at 31 January 2018 and have re-assessed and forecast the expected position as at 30 June 2018. The attached report details the results of that review and includes a list of recommended variations to budget for Council consideration.

The audited closing net current assets at 30 June 2017 was a surplus of \$5,889,670, which is \$74,266 higher than the budgeted surplus. This is attributable to the timing of expenditure at the end of the financial year. Officers recommend that the remaining surplus from this review process is transferred to the leave entitlement reserve and Katanning Leisure Centre facilities reserve as these have been impacted in the budget review.

Of note, actual depreciation has increased above the budget in two ways. The recommended net increase across multiple accounts is \$622,600. At the finalisation of the 2016/17 final audit, officers and auditors agreed that the Works in Progress (WIP) account should be closed and expenditure moved to the appropriate asset accounts as more efficient way to deal with ongoing capital projects. This resulted in \$11.4 million of asset expenditure being reclassified into appropriate asset classes, and mainly affecting roads, parks and ovals, other infrastructure and buildings. Additionally, land and buildings were valued at fair value, which results in an overall increase of \$5 million. While this is a significant increase, depreciation is a non-cash item, and does not affect the net position.

Overall, the review has confirmed that the actual performance to 31 January 2018 is close to budget and that after re-forecasting Council can still expect a balanced position at the end of year.

Statutory Environment:

Regulation 33A, 33A(2), 33A(3) and 33A(4) of the Local Government (Financial Management) Regulations 1996 details the requirements for Local Governments to conduct a budget review between 1 January and 31 March each financial year.

Policy Implications:

Nil.

Financial Implications:

The cumulative effect of the proposed variations arising from the mid-year review have no material financial impact on the originally adopted balanced budget.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

Officer's Recommendation/Council Motion:

MOVED: CR KRISTY D'APRILE

SECONDED: CR SERENA SANDWELL

OC47/18 That Council adopts the Mid-Year Review as at 31 January 2018 including the proposed variations detailed therein and amend the 2017/18 budget accordingly.

Voting Requirement: Absolute Majority

CARRIED: 9/0

Cr Kristy D'Aprile spoke for the motion.

10.2.4 Draft Corporate Business Plan **(ATTACHMENT)**

File Ref: CM.PL.2
Reporting Officer: Lisa Hannagan, Executive Manager Finance & Administration
Date Report Prepared: 18 April 2018

Issue:

The Corporate Business Plan 2017 – 2021 is the Shire of Katanning’s 4-year service and project delivery program. It is aligned to the strategic direction and priorities set within the 10-year Strategic Community Plan 2017-2027.

Body/Background:

The Corporate Business Plan is a key component of the Integrated Planning and Reporting Framework requirements that were introduced in 2013. The intent of the Integrating Planning and Reporting Framework is to ensure improved strategic, financial and asset management planning across Western Australian Local Governments.

The Shire of Katanning Strategic Community Plan was first adopted by Council at the Ordinary Meeting held on 27 February 2013, Resolution No. OC22/14.

The Shire of Katanning undertook a major review of the Strategic Community Plan in 2017. A variety of public participation processes were undertaken and the outcomes of that process informed the Draft Strategic Community Plan 2017-2027.

Council adopted the Strategic Community Plan 2017-2027 at the Ordinary Meeting of Council held 28 November 2017, Resolution OC167/17.

Council have considered the draft Corporate Business Plan at workshops held 17 January 2018, 20 February 2018 and 17 April 2018.

Officer’s Comment:

Section 5.56 of the Local Government Act 1995 (the Act) “Planning for the Future” requires a local government to plan for the future of the district and to make plans in accordance with the regulations. Regulations came into effect on 1 July 2013 requiring all local governments in Western Australia to develop and adopt a Strategic Community Plan and a Corporate Business Plan, supported and informed by resourcing and delivery strategies.

These plans drive the development of each local government’s annual budget and through a process of continuous improvement, local governments should be better able to plan for and meet the needs of their communities.

The Integrated Planning and Reporting Framework is designed to ensure more effective delivery of the local government’s strategic intentions, and to provide a process to:

- Ensure community input is explicitly and reliably generated;
- Inform the long-term objectives of the local government with these inputs;
- Identify the resourcing required to deliver against the long-term objectives; and
- Clearly articulate the long term financial implications and strategies.

Statutory Environment:

Council must comply with the statutory requirements of the Integrated Planning and Reporting Framework.

Local Government Act 1995

5.56 Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

Part 5 Annual reports and planning

Division 3 Planning for the future

19DA Corporate business plans, requirements for (Act s. 5.56)

1. A local government is to ensure that that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
2. A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
3. A corporate business plan for a district is to –
 - a. Set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district;
 - b. Govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
 - c. Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
4. A local government is to review the current corporate business plan for its district every year.

Policy Implications:

Nil.

Financial Implications:

The Shire’s Corporate Business Plan is a key driver for the annual budget and the long term financial plan. This linkage ensures the community priorities are adequately funded.

There is also an ongoing cost associated with the review of the Corporate Business Plan and reporting on the performance as required. The costs are primarily that of internal (staff) resources are managed from within existing budget allocations.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

Officer's Recommendation/Council Motion:

MOVED: CR SERENA SANDWELL

SECONDED: CR JOHN GOODHEART

OC48/18 That Council adopts the Shire of Katanning Corporate Business Plan 2017 – 2021, as presented.

Voting Requirement: Absolute Majority

CARRIED: 9/0

Cr Serena Sandwell spoke for the motion.

10.2.6 Minor Changes to the Strategic Community Plan to better align with the Corporate Business Plan

File Ref: CM.PL.2
Reporting Officer: Lisa Hannagan, Executive Manager Finance & Administration
Date Report Prepared: 18 April 2018

Issue:

As Council developed the Corporate Business Plan 2017-2021 it became apparent that in 6 instances small changes to the minor descriptors (Community Priority) were required to be able to better align Actions/Projects to the overall objectives and aspirations of the Key Result Areas.

Body/Background:

The Shire of Katanning Strategic Community Plan 2017-2027 was adopted by Council in November 2017.

The Strategic Community Plan

Officer's Comment:

The Strategic Community Plan is divided into the following hierarchy:

Key Result Areas

Aspirations

Objectives

Community Priorities

Minor changes to the wording of the Community Priorities have been suggested to allow better alignment between the priority and the required Action/Project.

A summary of the changes is shown below:

Community Priority	Original wording	Amended wording
S1.1.1	Provide and Promote sport, recreation ...	Promote sport, recreation ...
S1.1.2	Provide support...	Support ...
S1.2.2	Provide and advocate ...	Advocate ...
S1.3.4	Provide and maintain ...	Maintain ...
S3.2.2	Encourage and support ...	Support ...
N3.1.1	Support and encourage ...	Encourage ...

As shown above the changes are of a minor nature and do not affect the context of the Strategic Community Plan.

It is important that Council formally note the minor changes to the Strategic Community Plan 2017-2027 that allow better alignment of Actions/Projects.

Statutory Environment:*Local Government Act 1995**5.56. Planning for the future*

- (1) A local government is to plan for the future of the district.*
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

*Local Government (Administration) Regulations 1996 19C.**Strategic community plans, requirements for (Act s. 5.56)*

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —*
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and*
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
 - (c) demographic trends.*
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*

**Absolute majority required.*

- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

Policy Implications:

There are no policy implications in this matter.

Financial Implications:

There are no financial implications in this matter.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

Officer's Recommendation/Council Motion:**MOVED: CR SERENA SANDWELL****SECONDED: CR JOHN GOODHEART****OC49/18 That Council adopt the minor changes made, as shown on this document, to the Strategic Community Plan 2017-2027.****Voting Requirement:** Absolute Majority

CARRIED: 9/0

Cr Serena Sandwell spoke for the motion.

10.3 EXECUTIVE MANAGER, PROJECTS AND COMMUNITY BUILDING REPORTS**10.3.1 Revised Terms of Reference, Project Advisory Group for the Katanning SuperTowns Heritage Centre Project**
(ATTACHMENT)

File Ref: CP.RP.1
Reporting Officer: Sam Davis, Executive Manager Projects & Community Building
Date Report Prepared: 17 April 2018

Issue:

To consider the adoption of a revised Project Advisory Group Terms of Reference for the Katanning SuperTowns Heritage Centre Project.

Body/Background:

The Shire of Katanning has secured investment from the State Government through its Royalties for Regions - Growing Our South Initiative, to undertake the Katanning SuperTown Heritage Centre Project (KSHCP); comprising the Welcome Precinct and the Piesse Lake Development. Significant funding has also been supplied by Lotterywest.

Council has established a number of advisory committees. The Katanning Supertown Heritage Centre Advisory Committee was previously revised by Council at its Special Meeting held on 23 October 2017 where the following members were appointed for the new term of Council:

Katanning Heritage Centre Project Advisory Group

Cr Liz Guidera

Cr John Goodheart

Officer's Comment:

The Terms of Reference was reviewed at the Ordinary Council Forum Meeting held on 10 April 2018. It is recommended that Council amends the Terms of Reference (ToR) for the Katanning Supertown Heritage Centre Project Advisory Group to take into account proposed minor alterations to align with other Council Committee ToR, membership and the updated KSHCP project management plan. It is also recommended that an additional Councillor be nominated to the advisory group.

Revised draft ToR attached.

Statutory Environment:

Local Government Act 1995

- Section 5.8 Establishment of committees
- Section 5.9 Committees, types of
- Section 5.10 Committee members, appointment of

Policy Implications:

Election of Committees Policy provides for the election of Council Committees in line with the requirements of the *Local Government Act 1995*.

Financial Implications:

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

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

Officer's Recommendation:

That Council:

1. Adopts the revised Terms of Reference, as presented, for the Katanning SuperTowns Heritage Centre Project Advisory Group;
2. Confirms the membership of the Katanning SuperTowns Heritage Centre Project Advisory Group as per the revised Terms of Reference; and
3. Appoints Councillor _____ to fill the additional elected member position on the Katanning Supertown Heritage Centre Project Advisory Group.

Council Motion:**MOVED: CR KRISTY D'APRILE****SECONDED: CR SERENA SANDWELL**

OC50/18 That the revised Terms of Reference for the Katanning SuperTowns Heritage Centre Project Advisory Group be referred to the May 2018 Ordinary Council Meeting.

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Kristy D'Aprile spoke for the motion.

REASON FOR THE DECISION:

Councillors wanted the Officer to further review the Terms of Reference to include a Quorum, how the Terms of Reference link to the Project Management Plan and a diagram of reporting. To be presented at the May 2018 Ordinary Council Meeting.

10.3.2 **Lake Ewlyamartup – Blocking of Inflow** (ATTACHMENT)

File Ref: CP.DE.9
Reporting Officer: Sam Davis, Executive Manager Projects & Community Building
Date Report Prepared: 18 April 2018

Issue:

To consider granting permission to temporarily block the inflow to Lake Ewlyamartup to assist with construction of engineering designs as part of the Living Lakes Project – Stage 3.

Body/Background:

Lake Ewlyamartup is one of three lakes in the greater region that has been funded for improvement works through the Royalties for Regions - Living Lakes Initiative. Previous Living Lake stages [1 and 2] have include environmental assessments of the lake as well as planning and design.

The Wheatbelt Natural Resource Management (Wheatbelt NRM) is managing the delivery of the Living Lakes stage 3 civil works, which will involve the establishment of a new flushing channel, bypass channel and overflow weir.

The Wheatbelt NRM, through the recommendation of the Lake Ewlyamartup Working Group is requesting permission from the Shire of Katanning to block the flow of water from the Ewlyamartup Creek into Lake Ewlyamartup, this to assist with the construction of engineering designs as part of Stage 3 of the Living Lakes project.

The proposal is to temporarily block the creek using an earth/gravel bund, which will prohibit inflow to the lake and result in the water bypassing the lake and continuing down the Ewlyamartup Creek before discharging into the Cobline River.

Officer's Comment:

The Wheatbelt NRM is requesting permission to block the inflow to the lake immediately and for it to remain blocked over the 2018 winter period. The block will be removed at the completion of the works within the lake.

The purpose of blocking the inflow to the lake prior to winter, is to allow for an extended construction period than would otherwise be possible. Additionally, it will allow for the lake to dry out faster in the summer months which will provide greater chance of the Stage 3 works being completed. The Stage 3 works involve the construction of the flushing channel into the middle (approx.) of the lake. This section must be constructed under dry conditions.

Due to the delay in commencing the project and the current level of water in the lake, preventing any further inflow via the creek will provide greater certainty that the project can be fully completed prior to June 2019 (end of project).

It is understood that this method was also used for the lake clean up several years ago and was effective in progressing the project. There is no evidence that blocking the inflow to the lake resulted in any undesirable side effects.

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

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

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	Natural Environment	
ASPIRATION	N1	A community and council that are environmentally aware and engaged.
OBJECTIVE	N1.1	Promote environmentally friendly action.
ASPIRATION	N2	A high level of biodiversity and healthy ecosystems
OBJECTIVE	N2.1	Enhance the level of biodiversity and condition of ecosystems.

Officer's Recommendation/Council Motion:

MOVED: CR SERENA SANDWELL

SECONDED: CR JOHN GOODHEART

OC51/18 That Council grants permission to Wheatbelt Natural Resource Management to temporarily block the Ewlyamartup Creek to assist with the construction of engineering designs as part of the Living Lakes Project – Stage 3, due for project completion in June 2019.

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Serena Sandwell spoke for the motion.

10.4 EXECUTIVE MANAGER, PROPERTY & ASSETS REPORTS

10.4.1 Approval of the Revised Project Management Plan for the KSHCP (ATTACHMENT)

File Ref: CP.RP.11
Reporting Officer: Andrus Budrikis, Executive Manager, Property & Assets
Date Report Prepared: 16 April 2018

Issue:

To consider and approve the KSHCP Project Management Plan Rev 4 – 12/4/2018.

Body/Background:

The development of a project management plan for the Katanning Supertown Heritage Centre Project is a requirement of Funding Assistant Agreement – Growing Our South. The Project Management Plan (PMP) is a document that describes the project management and procurement process for the project. The PMP is developed and updated by the project manager as required to clarify the project processes. The first Project Management Plan was developed 15/3/2017 with sub-sequent revisions made 15/9/2017 and a draft revision on 11/12/2017.

Officer’s Comment:

The Project Management Plan is a necessary document to clarify the project management and procurement process for the KSHCP. The document is reviewed as required by the project manager.

It is a requirement of the FAA that the PMP be submitted to the Department of Primary Industry and Regional Development as one of the first milestones prior to the second drawdown of funds being issued. The first draft of the PMP was provided to DPIRD for information.

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

The project is funded by the Royalty for Regions Growing Our South Program (\$12.72m), Lotterywest (\$2m) and the Shire of Katanning (\$0.63m).

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.1	Adopt sound project development practices to ensure community need is understood
PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.1.2	Continue to improve project management practices

Officer's Recommendation:

That Council approves the KSHCP Project Management Plan Rev 4 dated 12/4/2018 as the current version of the Project Management Plan and that this version be submitted to DPIRD as required under the Funding Assistance Agreement.

Council Motion:**MOVED: CR KRISTY D'APRILE****SECONDED: CR SERENA SANDWELL**

OC52/18 That the KSHCP Project Management Plan Rev 4 be referred to the May Ordinary Council Meeting.

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Kristy D'Aprile spoke for the motion.

REASON FOR THE DECISION:

Councillors wanted the Officer to review the KSHCP Project Management Plan to include further integrity to link the document to the Terms of Reference and clarification between the two documents. To be presented at the May 2018 Ordinary Council Meeting.

10.4.2 Town Centre Project Priority List

File Ref: CP.RP.11
Reporting Officer: Andrus Budrikis, Executive Manager, Property & Assets
Date Report Prepared: 16 April 2018

Issue:

To endorse the Priority List of Town Centre projects to be incorporated into the Katanning Heritage Centre Project (KHCP).

Body/Background:

The Hames Sharley Masterplan included the Town Centre Precinct as part of the KHCP. A list of potential Town Centre Precinct projects was suggested in the Hames Sharley comprehensive version Master Plan (December 2017). These are:

- a) Defining an Arts and Culture Precinct – North of Austral Terrace linking synergies with the existing Gallery and the Historic Museum.
- b) Improving pedestrian linkages and footpaths (Taylor Street and across railway).
- c) Develop a public street lighting strategy including an LED street lighting trial within the Town Centre.
- d) Identify greening opportunities along primary pedestrian corridors reinforcing the character of the town centre and reducing heat island effect.
- e) Improve RV access around roundabout to utilise parking off Austral Terrace.
- f) Upgrade Austral Terrace footpath to integrate the Dome development and the new Shire Administration Building.
- g) Extend parking south of existing railway station carpark including provision for RV day parking.
- h) Identify strategic locations to trial a central market place or showcase local items of historical significance – promoting the diverse food offering, local makers and local history within the centre.
- i) Commission a consultancy to curate ‘Katanning Stories’ through local art, historic, cultural and environmental themes.
- j) Utilise the old caravan park on Aberdeen Street for RV over-night parking and construct an RV dump point.
- k) Improve town signage and address arrival points. Commission a signage strategy linked to the branding of specific precincts, trails and wayfinding through the town centre.
- l) Provide information bays north and south of the Clive Street roundabout on Austral Terrace.
- m) Improve gateway entries to the town centre on Clive Street and Austral Terrace.
- n) Reinforce the central hub to orientate pedestrian movement within the town centre.
- o) Reinforce the Heritage Precinct addressing incentives for owners to maintain building frontages, activate key pedestrian corridors and laneways.
- p) Undertake a cycle strategy linking a town centre network and investigate opportunities for bike hire facilities to enable visitors to explore the town centre.

The potential list was discussed at the KSHCP PAG meeting of 8 March 2018 with no priorities given by the PAG. A survey was sent to the Town Centre Precinct working group and Councillors asking the members to prioritise the sub-project list by assigning either an A, B or C to each project. The results of this survey were discussed at the working group workshop of 28 March 2018.

The subproject priority feedback survey prioritised the subprojects in the order below:

1. Austral Terrace footpath and Dome corner.
2. Signage and arrival points.
3. Trees and planting.
4. Austral Terrace parking areas from Clive Street roundabout to and including the Railway Station.
5. Tourism - Strategy to service tourism.
6. Aberdeen Street - RV overnight parking and RV dump point.
7. Roundabout - Improve RV negotiability.
8. Paving strategy and street furniture.
9. Austral Terrace carpark south of the Railway Station.
10. Improve landscapes to the four parks and links at the Clive Street/ Austral Terrace/ Railway node.
11. Katanning Stories – Heritage trails.
12. Gateway entries.
13. Taylor Street pedestrian and lighting upgrades.
14. Street lighting improvements.
15. Railway crossing for pedestrians to enhance pedestrian linkages across the railway line.
16. Austral Terrace path/cycle link between Arbour Street and Bokarup Street.

The working group resolved that the following 11 priority sub-projects should be developed within the Katanning Supertown Heritage Centre Project:

1. Austral Terrace footpath and Dome corner.
2. Signage and arrival points.
3. Trees and planting.
4. Austral Terrace parking areas from Clive Street roundabout to and including the Railway Station.
5. Tourism - Strategy to service tourism.
6. Aberdeen Street - RV overnight parking and RV dump point.
7. Roundabout - Improve RV negotiability.
8. Paving strategy and street furniture.
9. Austral Terrace carpark south of the Railway Station.
10. Improve landscapes to the four parks and links at the Clive Street/ Austral Terrace/ Railway node.
11. Katanning stories - Heritage trails.

Officer's Comment:

The recommended priority list was discussed at the 10 April 2018 Council Forum. Councillors felt that the Taylor Street pedestrian and lighting upgrades should remain on the recommended list to ensure improvements to the museum/ cultural area are carried out.

There is also some possibility that a machinery museum will eventuate in one of the buildings along Taylor Street. The Shire is the custodian of a large quantity of mill machinery from the

Piesse Flour Mill. This machinery is currently stored at the Depot in open sheds which is not an appropriate long-term storage solution for these items.

Each of the projects indicated on the recommended priority list will be developed to the extent possible within the budget.

The priority list was also presented at the 12 April 2018 KHCP PAG meeting. The meeting discussed the recommended priority list and noted that Councillors believed the Taylor Street pedestrian and lighting upgrades should still be included in the project list.

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

The priority list of projects will have to be undertaken within the budget allocation of the KHCP. The current total allocation for these works is \$1.8m.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.2	Provide Council facilities that meet community need
PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B2.1	Enhance public realm
PRIORITY	ECONOMIC	
ASPIRATION	E2	A place to live and visit
OBJECTIVE	E2.1	Strengthen the local tourism sector

Officer's Recommendation/Council Motion:**MOVED: CR SERENA SANDWELL****SECONDED: CR JOHN GOODHEART**

- OC53/18** That Council endorse the following projects to be included in the Town Centre Priority List of projects as part of the Katanning Heritage Centre Project:
- 1. Austral Terrace footpath and Dome corner.**
 - 2. Signage and arrival points.**
 - 3. Trees and planting.**
 - 4. Austral Terrace parking areas from Clive Street roundabout to and including the Railway Station.**
 - 5. Tourism - Strategy to service tourism.**
 - 6. Aberdeen Street - RV overnight parking and RV dump point.**
 - 7. Roundabout - Improve RV negotiability.**
 - 8. Paving strategy and street furniture.**
 - 9. Austral Terrace carpark south of the Railway Station.**
 - 10. Improve landscapes to the four parks and links at the Clive Street/ Austral Terrace/ Railway node.**
 - 11. Katanning stories - Heritage trails.**
 - 12. Taylor Street pedestrian and lighting upgrade.**

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Serena Sandwell spoke for the motion.
Cr John Goodheart spoke for the motion.
Cr Kristy D'Aprile spoke for the motion.

Cr Alep Mydie disclosed an interest affecting impartiality in Item 10.4.3 as he is the Owner of the Daily Grind Café.

10.4.3 **DOME Landscape Design**
(ATTACHMENT)

File Ref: CP.DE.15
Reporting Officer: Andrus Budrikis, Executive Manager, Property & Assets
Date Report Prepared: 16 April 2018

Issue:

To endorse the Dome Landscape design and approve the incorporation of one car bay on Clive Street into the landscape outside the Dome buildings as shown on the concept plans A1.02 B 21/3/2018 and A2.01 B 21/3/2018.

Body/Background:

In July 2017 Realm Studios were appointed to design the landscape for the New Administration Building after quotes were called by i2C Architects from a number of landscape architecture firms. In response to the need to have a unified design for Austral Terrace, and undertake the landscape works outside the new Dome Hotel, Realm Studios were further commissioned to prepare a concept design for Austral Terrace around the Dome Hotel corner to Emu Lane.

In preparing the concept plans REALM Studios consulted with the Managing Director of Dome Coffees, Nigel Oakey, as well as Senior Staff. The initial concept design was reviewed by Councillors at a workshop on 21 September 2017. The Executive Manager of Property & Assets further met with Nigel Oakey on 6 October 2017 to review the landscape proposals and clarify issues around fire services for the Dome Hotel. REALM Studios revised the concept plan and have issued Revision B for approval.

At the OCM 31 October 2017 Council endorsed the Austral Terrace Concept Plans Stage 1 & 2 Revision B, October 2017 by REALM Studio, pending selection of suitable pavers. Subsequently Nigel Oakey from Dome Coffee proposed an alternative layout for the concrete walls and gardens included in the REALM plan. This included additional tree planting on Clive Street and the incorporation of one car bay on Clive Street into the landscape elements.

Officer's Comment:

The proposed incorporation of one car bay into the pedestrian landscape along Clive Street directly affects the adjacent parking for the buildings along this section of Clive Street. All these buildings are currently owned by Dome Coffees. Dome Coffees is converting the buildings to tourism servicing and a function room serviced by the Premier Hotel building. The Managing Director, Nigel Oakey, believes the incorporation of the car bay into the pedestrian landscape will enhance the entrance to the building section that Dome has earmarked for tourism services.

The butcher shop will remain on Clive Street as a tenant. There are two car bays outside this shop.

The modifications to the original REALM concept have been undertaken to improve the landscape amenity and reduce costs.

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

The approved budget for the landscape from the Piesse Building/ Dome to Emu Lane as approved at OCM 31 October 2017 is \$306,605 + GST.

The current estimate for the works as proposed is approximately \$240,000 + GST.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.2	Provide Council facilities that meet community need
PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B2.1	Enhance public realm
PRIORITY	ECONOMIC	
ASPIRATION	E2	A place to live and visit
OBJECTIVE	E2.1	Strengthen the local tourism sector

Officer's Recommendation/Council Motion:**MOVED: CR OWEN BOXALL****SECONDED: CR SERENA SANDWELL****OC54/18****That Council:**

- 1. Endorses the changes to the Austral Terrace Concept Plans A1.02 B 21/3/2018 and A2.01 B 21/3/2018 (post construction); and**
- 2. Approves the incorporation of one car bay on Clive Street into the landscape as indicated in these plans.**

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Owen Boxall spoke for the motion.

10.5 CHIEF EXECUTIVE OFFICER'S REPORTS

10.5.1 Bushfire Brigade Guidelines and Standard Operational Procedures (ATTACHMENTS)

File Ref: ES.PC.1
Reporting Officer: Cindy Pearce, Community Emergency Services Manager
Date Report Prepared: 6 April 2018

Issue:

Council to endorse the recommendations put forward from the Bushfire Advisory Meeting held on the 27 March 2018.

Body/Background:

The Bushfire Brigade Guidelines and Bushfire Operational Procedures were adopted by Council on the 17 December 2014. The Bushfire Operational Procedures (BOP) have been updated to reflect new safety equipment and standards. The standard procedures (BOP) are in place to outline safety procedures for brigade members. The guidelines are in place to assist Volunteers and Local Government as a reference guide to all brigade activities.

Officer's Comment:

Council endorse the recommendation.

Statutory Environment:

Bushfire Act 1954 Section 38A.
 Bushfire Act Section 22C
 Westplan Fire
 State Emergency Management Policies

Policy Implications:

Bushfire Advisory Committee
 Bushfire Act 1954
 Westplan Fire
 State Emergency Management Policies

Financial Implications:

Local Government Grant Scheme

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	SOCIAL	
ASPIRATION	S2	A safe community.
OBJECTIVE	S2.1	Strive for a community where people feel safe and secure.

Officer's Recommendation/Council Motion:

MOVED: CR OWEN BOXALL

SECONDED: CR ERNIE MENGHINI

OC55/18 That Council adopts the Bushfire Brigade Guidelines and Bushfire Operational Procedures.

Voting Requirement: Simple Majority.

CARRIED: 9/0

10.5.2 **Water Corporation Exemption to Conduct Urgent Repairs and Maintenance**
(ATTACHMENT)

File Ref: ES.AT.1
Reporting Officer: Cindy Pearce, Community Emergency Services Manager
Date Report Prepared: 5 April 2018

Issue:

Council to endorse the recommendations put forward from the Bushfire Advisory Meeting held on the 27 March 2018.

Body/Background:

Water Corporation requested late last year if they could gain an exemption to conduct urgent repairs and maintenance (welding, cutting, grinding) under a Harvest and Vehicle Movement Ban within the Shire using the current conditions placed on them from DFES under a Total Fire Ban. It was decided at the time the Committee required further information and would hold off making a decision until it could go to a meeting. In the meantime, permission was not granted due to the risk to the community over summer.

This item was discussed at our recent meeting with the following recommendation.

Officer's Comment:

Council endorse the recommendation.

Statutory Environment:

Bushfire Act 1954 Section 38A.
 Bushfire Act Section 22C.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	SOCIAL	
ASPIRATION	S2	A safe community.
OBJECTIVE	S2.1	Strive for a community where people feel safe and secure.

Officer's Recommendation/Council Motion:**MOVED: CR OWEN BOXALL****SECONDED: CR SERENA SANDWELL**

OC56/18 That Council approve the Water Corporation to gain an exemption to conduct urgent repairs and maintenance (welding, cutting, and grinding) under a Harvest and Vehicle Movement Ban, they will be required to contact the Chief Bushfire Control Officer and discuss the circumstances before permission is granted. The conditions that need to be met will be similar to those of a Total Fire Ban set out by DFES, though will be determined on the day and the risk associated.

Voting Requirement: Simple Majority.

CARRIED: 9/0

Cr Owen Boxall spoke for the motion.

10.6 ADVISORY COMMITTEE MEETING

Nil.

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

Nil.

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

Nil.

13. CONFIDENTIAL ITEM

Nil.

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 6.53pm.