



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 27 February 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 \_\_\_\_\_



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

The Presiding Member declared the meeting open at 5:59pm.

**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: Julian Murphy, Chief Executive Officer  
Lisa Hannagan, Executive Manager Finance and Administration  
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: Doug Cherry  
Matt Collis  
Will Collis  
Beth Collis  
Isabel Collis  
Ron Lockley  
Ella Maesepp  
Adrian Richardson  
Bev Lockley

Media:

Apologies:

Leave of Absence:

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

NIL.

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

10.1.1	Cr Ernie Menghini	Disclosure of Financial Interest
10.3.1	Cr Danny McGrath	Disclosure of Interest Affecting Impartiality
10.1.3	Cr Kristy D'Aprile	Disclosure of Proximity Interest
10.1.3	Cr Alep Mydie	Disclosure of Proximity Interest

**5. PUBLIC QUESTION/STATEMENT TIME****Matt Collis Question**

Councillors, three months ago I raised the planning of the Welcome Zone and Piesse Park here. I note you have a number of agenda items here tonight to vote on, to possibly accept the concept plan and appoint a designer for the detailed design of both the Welcome Zone and Piesse Park, which is great.

I have always been concerned about the progress of these projects, especially the All Ages Playground. The playground has to a large part been un-useable for a number of years now and it is now fast approaching two-years since the funding for these projects was announced at the All Ages Playground (in April 2016). Both of these projects, but especially the AAPG are important to many people in this town, as I'm sure they are, to many or all of you.

I do also have concerns about the construction times quoted at the town hall meeting late last year. Is it really considered that a construction time of two years is realistic. I have done some research on other playground construction projects within country WA, none of them took anyway near this time.

Other than the agenda item here tonight what progress have you made since my last question?

When do you believe that you will be in a position to move these project (Welcome Zone and Piesse) into a construction phase?

Do you think a two-year construction time is realistic as quoted?

We need to get this project right, plans are important but we also need as a community to have something we can be proud of. This is important to me and many others and one I will be revisiting.

**Liz Guidera Response**

Thank you for your question Matt. Yes, Councillors will be making the decision tonight regarding the All Ages Playground and Welcome Precinct as well as Piesse Park.

The time it has taken to get to this point, to appointing a designer, has been lengthy. Councillors highly value the accountability that needs to be demonstrated as part of this project both to our community and to our funding bodies. It is essential that we achieve an outcome which meets our community's expectation and drives economic development in our region. You are

correct in saying that many construction projects of this nature are delivered in a shorter timeframe. What you need to know is that Councillors were very keen to look at alternative project management processes but the Executive's advice to Councillors has been this more thorough concept design designer documentation and then tender to construct is more appropriate for the All Ages Playground. After further discussions with the CEO today, he assures me that there will be components of the project that will be able to be taken in a shorter timeframe essentially in design and construct.

Many Councillors have put in a prenominal time attending meetings through the Master Planning Concept Planning and now the working groups that will ensure that our community's interest is well represented. I expect Councillors to stay engaged in this very important next stage where we develop what our community will look like in the future.

Around the table you have a lot of very passionate people who are passionate about Katanning's past, present and future and I ask that you trust us in ensuring that we achieve an outcome that will invigorate our town for many years to come. Trust us but do not stop questioning.

As we sign off on this next phase we hope to start pre- construction in July. At this stage we have a schedule completion date for April 2019 which means the playground will be out of action for 15 months. Councillors know how important this playground is to our community and we have asked the CEO to ensure there is a strategy for a temporary playground in place while the build is on. When these plans are further developed we will share them with you.

Councillors have asked many questions about this project, they have drilled down to the detail and we have been very particular to ensure that lessons from the past are learnt and accommodated. We have insisted on having quantity surveyor cost estimates before signed off on this next tender. Next week we are prioritising the review of our bi-local and our regional price preference policy to ensure local content.

To the Executive Team, you have been a pain in the bum. They take some of the questioning as criticism, which it is not. Essentially those Councillors engaged in this process wanted to get to this stage and be absolutely sure that we would get the outcomes for our community. Katanning community is at the heart of this project and we want to get it right. Going into the next phase if we put the community outcomes at the front of our decision making and work in a spirit of a respectful communication, we will achieve great things together for Katanning and our people and our region.

### **Matt Collis Statement**

Councilors, now wearing my Neighbourhood Watch hat I'd like to add my support to items 10.1.3, 4 and 5. Although not a specific NHW issue the speed limit of Clive Street has come up a number of times in our meetings, and with the two properties anything that can be done in eliminating problem areas within our town can only be good. Katanning like many other towns has a drug problem this will not cure it but hopefully it will make two areas within our town safer. I would urge everybody to vote for these items.

### **Liz Guidera Response**

Thank you, Matt. Yes, I think everyone realises the importance and it has been fantastic that the Roadwise Committee have brought the 40km issue up again. We thank Councillor McGrath for his representation on that committee. If we can clean up any of the houses that are derelict, that would be great for our town.

**Doug Cherry Statement**

Letter from the Lions Club of Katanning to the CEO and staff of the Shire of Katanning. I would like to express our grateful thanks to you and your staff for the financial contribution and especially all the help given in the organisation of the 'Concert in the Park' held at Piesse Park on the evening of 10 March 2018. We were informed that over 700 people attended and the comments were favorable with the general comment being that it was a magical evening and the public were looking forward to the concert next year.

Signed Tamara Ford, Secretary of the Lions Club of Katanning.

I would like to add my personal thanks from myself, Dominic Pontillo and Tamara Turich to the inside staff and the outside staff, they were magic.

Congratulations to the road works staff. I drive the bus along Kelly Road and the gravel sheeting that has recently been complete is magic. Another comment from someone on the west side of town saying the gravel sheeting on his road has improved the access to his farm. Thank you.

In relation to the All Ages Playground, in your deliberations could you consider the Strategic Community Plan of the Built Environment. The infrastructure must meet the community needs. One of the needs that it has to be like it is now, an industrial All Ages Playground. That is the name that I give it, it is industrial, it is something unique and it has to stay unique. If you pass this phase, the next planning phase has to be to maintain the industrial theme.

**Liz Guidera Response**

Thank you, Doug. On behalf of the community we thank yourself, Domenic and Tamara for instigating and being the drivers of the Concert in the Park. It was an amazing community event. It was fantastic last year and even better this year. Thank you for your dedication and commitments, its been fantastic.

It always nice to hear good things about roads.

Councillors are very aware of the All Ages Playground and the industrial factor of this playground.

**6. APPLICATIONS FOR LEAVE OF ABSENCE****6.1 Application for Leave of Absence Cr Alep Mydie****MOVED: CR DANNY MCGRATH****SECONDED: CR SERENA SANDWELL****OC4/18 That Council grants Cr Mydie leave of absence for the May Ordinary Council Meeting (22 May 2018).****Voting Requirement:** Simple majority**CARRIED: 9/0**

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS****7.1 Katanning Playgroup  
(ATTACHMENT)****Ella Maesepp Presentation**

Playgroup is a not for profit community group where parents and their children can come together to build friendships, to show support for each other, to play, to do craft and enjoy time in the early childhood period.

Playgroup is requesting an extension to the lease and also a reduction of the cost to the lease to the building on the corner of Conroy Street and Park Street. The current lease is due to expire in 1 year. The plan was that once the lease expires that Playgroup would move into the new Early Childhood Hub this time next year. Due to the Early Childhood Hub going on hold Playgroup seek an extension of lease for 3 years to give time to work out where to go from there.

Playgroup is currently spending minimum rate (for the lease) and this year this will cost approximately \$1,200 plus electricity and water. Over half of the expenditure for 2017 was on the lease fee. Last year it cost \$2,200 to run playgroup, over half of this price being spent on the lease and all of the remainder, electricity, water, craft supplies had to come out of the remainder. Income for 2017 was \$1,200 which comes from membership fees and fundraising. At the moment the outgoing is double the income.

Lease comparison to the neighbouring towns; Kojonup, Nyabing, Woodanilling, Broomehill. Katanning is by far the most expensive lease fee with Woodanilling paying \$45 per year, Broomehill paying nothing, Kojonup and Nyabing paying \$400-\$500 per year all with water and electricity included in their lease fees and Katanning is over \$1,000 with water and electricity additional.

Since moving from Thompson Park childcare location, the lease fees continue to increase. The membership fees are raised to match the lease at \$110 per year which makes Katanning one of the most expensive playgroups in the area. As a result, member numbers have dropped from 30 members to 15 members, going from 5 sessions a week to 1 session a week. Also lost a lot of dual members where people would attend Woodanilling and Katanning, Broomehill and Katanning etc.

Last year the Playgroup dropped the membership fee to \$75 bringing the fee inline with Nyabing and Kojonup. Playgroup was granted a CFAP grant from the Shire of Katanning which they used the money to hold open days, Sunday session afternoon BBQs. Playgroup struggled and in December a meeting was held with Playgroup WA and started the process to close down the Playgroup in Katanning. This would be a loss to the facility as it has the best toddler aged playground in Katanning and also a loss of community. Over the summer the Playgroup ran the 15 by the 15<sup>th</sup> Program where they aimed to get 15 new members by the 15<sup>th</sup> of February to try save Playgroup. Advertising through the Radio, Newspaper and Social Media, met with Midwives and Child Health Nurses. Playgroup was able to secure 9 new members. AGM was held last week and they were able to completely fill the committee positions and of the four executive positions, 3 were picked up by new members. Two fund raising events are planned for this year plus a number of smaller events and excursions.

Playgroup are extremely grateful that the maintenance work has commenced on the building as the building is termite damaged. The last thing we need to save Playgroup is the financial aspect. We cannot afford over \$1,000 lease rate. Asking for a reduction of fees to bring us more in line with neighbouring towns so Playgroup can continue.

### **Liz Guidera Response**

Thank you, Ella. Congratulations on invigorating Playgroup. It takes a lot of time and commitment to get everyone to come along but you have done a really good job and we wish you well for the year and for the future.

## **7.2 Katanning Landcare**

### **Adrian Richardson Presentation**

Thank you for the opportunity to present to you today.

We are here to brief you on our proposed plans and more importantly to gain your in-principal support for the business venture of the Katanning LCDC and Katanning Environmental Enterprise Network.

A full business plan to substantiate and detail our plans will be drawn up as a consequence of today once your in-principle support is given.

The Katanning LCDC was formed in 1990 it is a Government Gazetted Body not for profit community organisation. We have had in place a service charge under the Soil & Land Conservation Act since 1996 and this is the public's contribution to our activities and helps to attract both State and Federal grant funding. We received the support of the Katanning Shire but no funding, nor are we seeking any today.

The LCDC's role is to be the link between landholders/land managers and the funding bodies applying for funds and managing those funds from whatever source available to maximise and encourage sustainable, productive land use and to enhance our environment.

We now need, due to declining Government funding, to become more self-reliant. That is to create our own income stream or streams. To do this we already have a detailed business plan identifying likely income sources. As such The Blyth Tree Farm fitted exactly with our needs and our needs and our environmental ethos. Private funds were used to purchase the critical plant and machinery from Steve Blyth and we (the LCDC) are leasing the Nursery for 3.5 years. Purchased 18 December 2017 and 380,000 seedlings are now growing for sale in June/July 2018. The Nursery we see as the catalyst to establishing a stream of businesses or business lines.

All these business activities will need water, which has been a limiting factor to the Blyth Tree Farm.

The Katanning Saleyards has an abundance of water that needs to be used, preferably in a productive manner that produces a needed end product and creates business enterprises that create employment in Katanning. The best place to use the water is where it is.

Ron and Bev Lockley and the LCDC have an extensive list of proposed business lines that can integrate together and all of them use water, produce end products, and will need to employ people to run and work in them. For example;

- Composting Business – Using green waste and black water
- Worm Farm – Using food waste and black water
- Katanning Environmental Nursery – Using good water. We have already re-employed Shah Laurie and will need casuals as required.
- Seed Production – Using irrigation for high value seed production and using water.
- Bush Foods – Using good water

### **Ron Lockley Presentation**

Worm Farming is a method of using biological methods to convert manure into fertiliser and ideal plant growing medium as well as producing protein to feed fish. Worm Farming is carried out in the Eastern States with only a few active work farms in WA, which we will talk to and a man from Chittering Valley has agreed to consult with us if we decide to go ahead.

Composting would consume a lot of the green waste that currently goes to the tip. Which would reduce the amount of landfill.

There is a market for native bush foods. Kings Park Restaurant currently has on the menu Sandfire and Salt Bush Worikle Greens, Finger Limes and Ravensthorpe Radish. All ingredients are easily produced and would thrive with good drip irrigation.

Seed Production, today's market price for amaranth is \$6 per kilogram or \$6,000 for a ton. Salt bush is currently \$80 per kilogram, rigodia \$400 per kilogram, rigodia (when the seed is clean) \$2,500 per kilogram. The cheapest and easiest program would be to put yabbies in the dams, if they are not already there. There is an established market for yabbies and they could eventually be sold at the BKW Co-Op.

There is lots of water at the Saleyards which we could put in a water purifying plant that runs on solar electricity that gets produced on site. We could sell the water at \$1 a litre, which is half price at the supermarket. Aquaponics production of vegetables in conjunction with fish. Aquaponics is the pure production of fish or prawns and is an established scheme and happens in thousands of places around the world.

The Tafe would also benefit from additional businesses in town accommodating additional teaching for them.

We could also produce Bio-Charf from the green waste that goes to the tip. Silk Worms are in Cowaramup. We just need water to grow the plants that the Silk Worms eat. We have lots of water and lots of barley, we could have a brewery. Hay production, proper irrigation, several hectares, not too hard and has a good return on water.

### **Adrian Richardson continued**

All of these ventures fit the priorities of your Strategic Community Plan 2017-2027. If successful they fulfil the desired outcomes (see pages 26 to 32) reference B2.1.5, N2.1, N2.2, N1.1, E1.1.1, N3.1.1, N3.1.2, E3.1.2, E3.2.2, E3.2.3.

In order to use the Saleyards for other purposes than a saleyards you will either need to obtain licence to do so or you may need to subdivide and allocate designated business activities for specific areas, creating an acceptable enterprise buffer zone. In either instance the Shire of Katanning will continue to own/control the land. Therefore the only workable way to use it is

to build the infrastructure required then lease it to the LCDC/KEN/KEEN (new business structure).

This creates business to provide employment, businesses that generate a cash flow to the LCDC, and generate a leading cash flow to the Katanning Shire. In the process they will use the water, use some of the waste going to landfill and produce useful end products.

We need your in-principle support to proceed. With that we can then build a business plan to identify the ventures and implementation of the various businesses.

Thank you for your time we are happy to answer any questions.

### **Liz Guidera Response**

Thank you, Adrian and Ron. It was heartening to see 5 LCDC members at the not for profit board course over the weekend to ensure they were fully across governance roles, responsibilities, strategy and risk and it says a lot about your organisation. Obviously, all members do other things but it says a lot about the sustainability of your organisation.

### **Julian Murphy Response**

The Shire of Katanning was provided with a briefing paper a few weeks ago. There are some issues around land tenure which our Planning Consultant, Delma Baesjou has looked into for other reasons in the past. The land is on crown reserve as it does have a specific purpose and we would need to apply for a power to lease, which will need to be investigated further. They are fairly straight forward bureaucratic processes. The big issue would come to funding and how that dynamic is between what capital development is made in terms of equipment, structures etc and that agreement between the two organisations as to who owns what and who pays for what.

In principle this is a basic proposal. The most straight forward proposal is the production of seed. Distribution of water fits nicely into a broader project that we are currently investigating to get water shipped around town and maximise our catchment and storage.

From here another discussion would be required and confirming exactly what we think is achievable and developing business cases.

### **Liz Guidera Response**

Looking at funding knowing what the catch phrase is for most Governments at the moment, which is Jobs and Growth, I think if we can get the business case together there should be some funding rounds that we can target. We would need to discuss the way it is targeted.

### **Adrian Richardson Response**

With regard to the bodies, up until now we have remained as LCDC without any other bodies attached. Going into a commercial business venture we can see the need for alternatives to our current structure but nothing will suit everyone so I assume in the future the establishing of at least two other bodies to own and operate these enterprises because some things are suitable for Government funding and some structures are not.

### **Liz Guidera Response**

It certainly seems like you have been thinking about this in detail. Thank you, Adrian. Julian and I will speak about this at our next meeting and we will schedule a time to bring all the Councillors up to date and get some more information. Thank you very much for your presentation.

**8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING****8.1 Ordinary Council Meeting – 20 December 2017  
(SEE ATTACHED MINUTES)****MOVED: CR DANNY MCGRATH****SECONDED: CR ERNIE MENGHINI****OC5/18 That the minutes of the Ordinary Council Meeting held on Wednesday 20 December 2017 be confirmed as a true record of proceedings.****Voting Requirement: Simple Majority****CARRIED: 9/0****8.2 Special Council Meeting – 12 February 2018  
(SEE ATTACHED MINUTES)****MOVED: CR OWEN BOXALL****SECONDED: CR JOHN GOODHEART****OC6/18 That the minutes of the Special Council Meeting held on Monday 12 February 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**

Tonight's meeting includes the motion to receive the Annual Report and I acknowledge all Councillors who participated in that process. Thank you for drilling down into the financials to ask the questions we know that our community will ask, keeping your eyes on the ball when there is so much going on, it really does take dedication and commitment and I would also like to acknowledge the work of Lisa Hannagan. As requested at late notice to include all of the wonderful things that our organisation undertakes in the community and put it into the report. She took the challenge and delivered a result that I hope will be received well at the Annual Electors Meeting but certainly puts our organisation in a good light.

Councillors and Staff, we are at February Ordinary Council Meeting and I don't know about you but it seems like we have done 6 months work already. I would like to say how much I appreciate your time and passion for both Executive Staff and Councillors). We have so much to achieve in the coming months but if we work hard and we pay attention to detail and continually listen and actively reference things with our community members we will set this Council and Community with a strong foundation for the future. Thank you everyone.

**10. REPORTS OF COMMITTEES AND OFFICERS**

Nil.

Cr Ernie Menghini disclosed a financial interest in Item 10.1.1 as he is a casual employee of G Webb and left the room at 6:42pm.

## 10.1 EXECUTIVE MANAGER INFRASTRUCTURE & DEVELOPMENT REPORTS

### 10.1.1 Former Saleyards – Disposal of Lot 512, Change of Entity

**File Ref:** A2275, C/17/2866 File No. CP.VA.1  
**Reporting Officer:** Delma Baesjou  
**Date Report Prepared:** 6 February 2018

**Issue:**

To consider a change of entity regarding the offer for the proposed disposal of Lot 512 at the Former Saleyards in Daping Street, Katanning.



**Body/Background:**

On 13 February 2017 the Shire of Katanning received an offer of \$30,000 from the owners of Lot 5 Daping Street for the purchase of Lot 512 Daping Street. An independent valuation was obtained for Lot 512 and the matter was considered by the Council at its meeting held 28 February 2017. Item 10.1.3 OC6/17 refers. The proposed disposal was advertised pursuant to Section 3.58 of the Local Government Act 1995, inviting submissions on the proposed disposition of Lot 512 Daping Street, Katanning. A further report was considered by the Council at its meeting held 26 April 2017. The following Resolution was adopted:

OC35/17

That Council:

1. Accepts the offer of \$30,000 from Gregory Webb as Trustee for the Herman Trust for Lot 512 Daping Street, Katanning, subject to:
  - a. Installation of a new stormwater drainage infrastructure, designed and constructed to the satisfaction of the Director Engineering and Development Services, aligned to the north-western boundary of Lot 512, in lieu of the existing open drain.
  - b. Establishment of a drainage easement, in favour of the Shire of Katanning.
  - c. All statutory and administrative fees associated with the land transfer being met by the applicant.

2. Authorises the President and Chief Executive Officer to complete all relevant documentation, sign and affix the common seal on behalf of the Council.

**Officer's Comment:**

The 'Offer & Acceptance' was prepared and provided to Katanning Logistics.

Officers have been liaising with the proponents to progress and negotiate realignment of the open drain and establishment of the new Easement.

In January 2018 correspondence was received advising of a proposed change the purchasing entity from 'Gregory Webb as Trustee for the Herman Trust' (as per the April 2017 Council Resolution) to a newly created Trustee being 'Webb Superannuation Fund' with Greg Webb and Tania Webb as Directors & Secretary.

The Settlement Agent has advised it is relatively straightforward to revise the Offer & Acceptance document.

Although the change of entity and inclusion of Tania Webb is relatively minor and does not change the intent of Council's previous Resolution, it is considered prudent for the revised details to be recorded in the Council Minutes.

**Statutory Environment:**

Local Government Act 1995. - Section 3.58 relates to a disposition of local government property, including land.

Local Government (Functions and General) Regulations 1996 - Regulations 30 and 31 apply to the disposal of land.

A Local Government may dispose of property by way of public auction, public tender or, under Subsection (3) of S 3.58, by giving notice and inviting submissions. The minimum notice period is two weeks and any submissions are to be considered when deciding the matter. Full details, including the market value of the disposition, are to be recorded in the Minutes of the meeting.

**Policy Implications:**

There are no policy implications for this report.

**Financial Implications:**

There is no specific Fee for land transactions in the Shire's current Schedule of Fees. The Shire will incur some administrative and legal costs associated with this process. Proceeds for the sale will go directly to the Shire of Katanning.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

<b>PRIORITY</b>	<b>BUILT ENVIRONMENT</b>	
<b>ASPIRATION</b>	B2.2.2	Aid the strategic development of spaces to facilitate service delivery, employment and recreation.
<b>PRIORITY</b>	<b>ECONOMIC</b>	
<b>OBJECTIVE</b>	E3.2.3	Attract business and investment opportunities.

**Officer's Recommendation/Council Motion:****MOVED: CR JOHN GOODHEART****SECONDED: CR DANNY MCGRATH****OC7/18****That Council:**

- 1. Further to Resolution OC35/17 made at the Ordinary Council Meeting of 26 April 2017, notes and accepts the change in entity in respect of the offer from for the Herman Trust [Gregory Webb as Trustee] to Webb Superannuation Fund [Gregory Webb Director & Secretary, and Tania Louise Webb Director] for Lot 512 Daping Street, Katanning.**
- 2. Authorises the President and Chief Executive Officer to complete all relevant documentation, sign and affix the common seal on behalf of the Council.**

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

Cr John Goodheart spoke for the motion.

Cr Ernie Menghini returned to the room at 6:43pm.

### 10.1.2 Development Application – Telecommunication Infrastructure, Lot 827 (2276) Kojonup-Katanning Road, Carrolup

**File Ref:** A2712 201718026 (4B)  
**Reporting Officer:** Delma Baesjou, Consultant Planner  
**Date Report Prepared:** 16 February 2018

**Issue:**

Proposed Telecommunication Infrastructure, Lot 827 (2276) Kojonup-Katanning Road (corner Washington Road) Carrolup. Consideration and determination of Development Application and setback variation from 15m to 2.5m, following formal advertising.

**Body/Background:**

An application has been received to develop a Telstra Mobile Base Station Facility within the Carrolup Locality. The proposed 60m high tower, ancillary equipment and shelters are to be located to the south of the existing Telstra exchange, within a new/additional 15.2m by 15m fenced compound. The development/lease site comprises a north eastern portion Lot 827, approximately 456m<sup>2</sup> in area, fronting Washington Road.

The proposed works include:

- Constructing a 60m lattice tower on the site;
- Installing six (6) new panel antennas and three (3) amplifiers mounted on the 60m lattice tower
- Installing one (1) GPS Antenna on the shelter roof;
- Installing one (1) new equipment shelter at ground level at the base of the tower; and
- Associated ancillary equipment, nine (9) radio remote units, cabling and power connection.

The proposed Tower will have a non-reflective galvanised finish and the equipment Shelter is to clad in 'pale-eucalypt' Colorbond.



**Subject Land, portion of Lot 827 Kojonup-Katanning Road, Carrolup, 2016 Aerial**



**View of existing Shelter from Kojonup-Katanning Road.  
Proposed Tower to be behind/south of existing structure.**



**Development site for new tower in foreground/left of shelter**

The property is zoned 'Rural' under the Shire of Katanning Town Planning Scheme No. 4 (TPS4). Relevant Objectives of the 'Rural' zone set out in Clause 6.8 of TPS4 are:

- *to ensure the continuation of broad-acre farming as the principal landuse in the District and encouraging where appropriate the retention and expansion of agricultural activities*
- *to consider non-rural uses where they can be shown to be of benefit to the District and not detrimental to the natural resources or the environment.*

Schedule 1 – Definitions of TPS4 sets out:

*Telecommunications Infrastructure: means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network.*

Lot 827 is designated as 'Rural' under draft Local Planning Scheme No5 (LPS5). A comparable definition is proposed. Telecommunication Infrastructure is defined, but is not listed in the Zoning Table of either TPS4 or draft LPS5. A similar notification and determination procedure applies under both TPS4 and LPS5.

Clause 3.2.5 of TPS4 and Clause 64(1) (b) of the Planning Regulations set out that when a use is not specifically mentioned in the Zoning Table, provided it is consistent with the zone objectives, the local government may advertise the proposal prior to determination. The duration of advertising under TPS4 and the Regulations/LPS5 is 21 days and 14 days, respectively. On 21 December 2017 the Chief Executive Officer, acting under delegated authority, in accordance with clause 9.7 of Town Planning Scheme No. 4, and Clause 82, Division 2 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 undertook advertising of the proposed Telecommunication Infrastructure as a 'non-listed use'.

Notice of the proposal was published in the local newspaper and on the Shire's website. The adjoining landowner was invited to comment on the proposal, in particular the setback variation from 15m to 2.5m. Plans and details of the proposed Telecommunication Infrastructure were available at the Administration Office and on the website. The Notice period closed on 1 February 2018. The advertising generated interest and general comment is support of 'improved coverage', however no written submissions or comments were received.

**Officer's Comment:**

The development site is across the road from the Carrolup Hall which is Heritage site No. 1361. The Place is included in the Municipal Inventory, but is not included in the State Register therefore formal referral to the Heritage Office is not required.



**Carrolup Hall Reserve 1702 (Image - August 2005)**

Given the nature of this proposal and its proximity to community facilities and the Heritage Site, a 21 day advertising period was considered appropriate.

Notwithstanding that planning approval is not typically required for a boundary fence (Clause 8.1.2 (b) (iii) of TPS4), given the height and characteristics of the proposed 2.1m security fencing, it is considered appropriate to include the compound fence in the determination of this Development Application.

Although the site is within a designated Bush Fire Prone area, an 'Exemption' from the requirements of SPP 3.7 and the deemed provisions is considered to apply in this case for the Telecommunications Infrastructure, and because employees will be on site for relatively short amount of time.

As set out in WAPC Planning Bulletin 111/2016:

*Exemptions from the requirements of SPP 3.7 and the deemed provisions should be applied pragmatically by the decision maker. If the proposal does not result in intensification or an increase of residents or employees then there may not be any practicable reason to require a BAL Assessment. Exemptions may apply to infrastructure including ... telecommunications ... and to rural uses that do not involve employees on site for any considerable amount of time.*



**Pt Lot 827 Kojonup-Katanning Road, showing 2017 Bush Fire Prone Designation (in Pink) .**

The proposed use is considered to meet the Scheme Objectives for the Rural zone which allow for the establishment of a non-rural uses that are of benefit to the district and not detrimental to the environment.

**Statutory Environment:**

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Katanning Town Planning Scheme No. 4

Draft Local Planning Scheme No. 5

The application was assessed against the requirements set out in TPS4, Draft 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, together with planning comments relative to this application.

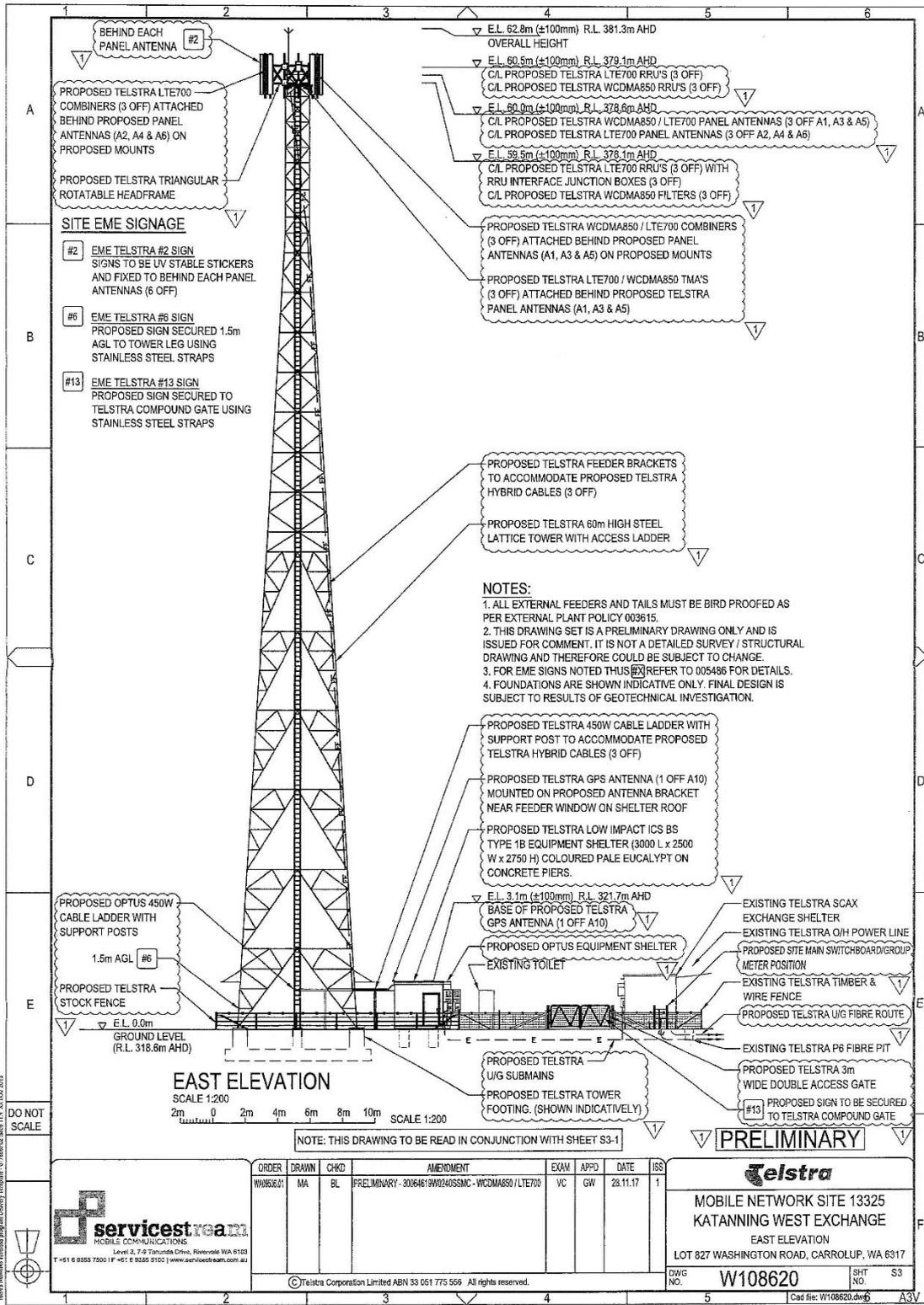
Matter	Relevance	Comment
(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area	Yes	Use of the subject land for the purpose of Telecommunication Infrastructure can be regarded as consistent with the objectives of the Rural zone under TPS4.
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving	Yes	This proposed development is considered as orderly and proper planning. A similar definition for Telecommunication Infrastructure is contained in draft LPS5.
(c) any approved State planning policy	Yes	Proposal evaluated against the Policy Measures in 5.1.1 of State Planning Policy 5.2 - Telecommunications Infrastructure. <u>Not</u> sited to minimize visual impact, will facilitate continuous network coverage and is co-located. Assessment undertaken by the applicant's consultant purports compliance with SPP 5.2
(g) any local planning policy for the Scheme area;	Yes	Objectives of LPP3 of TPS4 relate to amenity and impact, however there are no specific standards or criteria.
(k) the built heritage conservation of any place that is of cultural significance	Yes	No registered sites or places on the subject land. Carrolup Hall, Registered Heritage Site 1361 is in the vicinity, but unlikely to be impacted.
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;	Neutral	No significant negative impact anticipated.
(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	Yes	The proposal is unlikely to have a significant negative impact on adjoining land.

the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development		
(n) the amenity of the locality including the following: (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;	Yes	The proposed 60m high Tower will have an impact on views and amenity. This needs to be balanced against the community benefit of improved telecommunications services and coverage. Such towers are becoming increasingly commonplace in rural and remote areas. Redressing 'Black Spots' in regional WA, coupled with anecdotal support from ratepayers during advertising imply preference for the new facility.
(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.	Neutral	The proposal is unlikely to have a significant impact on the natural environment or water resources.
(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.	Yes	Site Plan and supporting documentation indicates removal of trees within the compound to accommodate development and "minimise snake activity". No landscaping proposed.
(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	Neutral	Subject land is designated as Bush Fire Prone (DFES mapping 2016). 'Exemption' from the requirements of SPP 3.7 and the deemed provisions is considered to apply to this Development.
(r) the suitability of the land for the development taking into account the possible risk to human health or safety;	Neutral	Land use not considered to be a risk and /or is within acceptable limits.
(s) the adequacy of: (i) the proposed means of access to and egress from the site; and	Yes	Upgrade of crossover and alterations to existing gate/access arrangements are proposed.

(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;		Low intensity, infrequent use; parking and access can be accommodated on-site.
(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.	Yes	A very slight increase in vehicle movements may occur (maintenance anticipated to be 2-4 times per year) and can be readily accommodated without any significant impact on traffic 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	Yes	The site is not open to/accessible by the public, therefore i, iv and v public transport services and access for pedestrians, cyclists non-motorised transport and disability access have limited relevance. Utilities (power, water and waste management) are operational matters for the proponent.
(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	Neutral	Development is likely to result in community benefit.
(w) the history of the site where the development is to be located;	Neutral	Existing Telecommunications Infrastructure on the subject land.
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;	Yes	The proposed facility provides the community with contemporary, alternative/additional communication options and is regarded as beneficial.
(y) any submissions received on the application;	Yes	No submissions or objections received during 'advertising'. Anecdotal support/comments.
(zb) any other planning consideration the local government considers appropriate.	Neutral	The proposal is considered to be consistent with the Shire Katanning Strategic Plans, business Plan and SuperTown Growth and Implementation Plan.







The Site and Development Requirements for the 'Rural' zone are set out in Part 6.8 of TPS4, and Table 3 of TPS5. Comments on these matters are included in the assessment table above, and applicant's supporting report. Generally the Development Requirements are adequately addressed, other than setbacks. The minimum setbacks applicable in the Rural zone are: Front 50m, Side and Rear 15m. The proposed tower is less than 5m from the eastern side boundary/secondary frontage and the new equipment shelters are setback 10.5 and 2.5m. Accordingly, variations to the minimum setbacks are sought.

The following table compares the minimum and proposed setbacks for this development:

Prescribed Setback Under TPS 4 & LPS5		Proposed		
		New Compound	Equipment Shelter	Tower
Front:	50m	45m	50m	55m
East Side:	15m	nil	2.5m	4.8m
West Side:	15m	>470m	>470m	>475m
Rear (south):	15m	>1450m	>1450m	>1450m

Clause 7.2 of TPS4 provides Council with discretion to modify development standards, including setbacks, if it is satisfied the development is orderly and proper, and will not have adverse effects. More Particularly:

*if a development the subject of an application for planning approval does not comply with a standard prescribed by the Scheme with respect to minimum lot sizes, building height, setbacks, site coverage, car parking, landscaping and related matters, the Council may, notwithstanding that non-compliance, approve the application unconditionally or subject to such conditions as the Council thinks fit. The power conferred by this clause may only be exercised if the Council is satisfied that:*

- a) approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenities of the locality;*
- b) the non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality.*

In this instance, the proposed setback variation is considered to be orderly and proper. Locating the development adjacent to the existing compound and immediately adjoining the Washington Road reserve assists in confining the development footprint to the north eastern corner of the rural property and thereby minimising disruption to farming operations on the subject land.

#### **Policy Implications:**

TPS4 Local Planning Policy No. 3 (26 March 2014) Radio Masts/Satellite Dishes. This Policy contains objectives relating to amenity and impact of structures, and nominates standards and criteria, including height, cumulative area and setbacks. While reference is made to the Rural zone, the Shire Policy contains no specific criteria and is considered irrelevant in this instance.

The Western Australian Planning Commission (WAPC) Statement of Planning Policy No. 5.2 - Telecommunications Infrastructure (SPP 5.2) provides a framework for the preparation, assessment and determination of applications for planning approval of telecommunications and sets Guiding Principles for their location, siting and design. The Policy references Commonwealth legislation, Codes and guidelines. With particular regard to public concern over possible health issues associated with exposure to electromagnetic emissions, SPP 5.2 cites the Australian Communications and Media Authority (ACMA) Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003 and the Australian Radiation Protection and

Nuclear Safety Agency (ARPANSA) Radiofrequency (RF) Standard. The Applicant's supporting report includes an evaluation of the proposal against the criteria outlined in SPP 5.2. In regard to amenity and impact, Part 5.1 – Visual Impacts of SPP 5.2 lists specific policy measures and states:

*For telecommunications infrastructure to be effective, structures are generally located prominently, at high points in the landscape or on top of buildings, where they are more likely to be visible to the public. The planning authority may exercise discretion in addressing the visual impacts of telecommunications infrastructure.*

*The benefit of improved telecommunications services should be balanced with the visual impact on the surrounding area.*

The proposal has been evaluated against the objectives and criteria outlined in SPP 5.2 and is considered to be generally compliant.

**Financial Implications:**

An Application Fee of \$768.00 has been paid.

**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 OWEN BOXALL****SECONDED: CR DANNY MCGRATH**

**OC8/18** That Council grants Development Approval for Lot 827 (2276) Kojonup-Katanning Road (corner Washington Road) Carrolup for the purpose of Telecommunication Infrastructure (60m lattice Tower, associated ancillary equipment, shelter, 2.1m security fencing and signage) subject to the following conditions:

- 1) Development is to be generally in accordance with approved plans (DWG No. W108620).**
- 2) Maintenance of the crossover is the responsibility of the developer.**
- 3) Lighting devices are to be positioned and shielded so as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries, in accordance with Australian Standard AS4282/1997.**

**Advice Notes**

- I. Any alterations or upgrading of the crossover to be in accordance with Shire of Katanning specifications and requirements.**
- II. Stormwater from the equipment shelter and any other impervious surface to be to the satisfaction of the Shire of Katanning.**
- III. Any proposed clearing or removal of trees within the road verge to be in accordance with Shire of Katanning Policy and guidelines.**
- IV. This Development Approval does not constitute a Building Permit.**
- V. Future use and development is to comply with the Building Code of Australia and the requirements of relevant Health and Environmental statues.**

**Voting Requirement:** Simple Majority

CARRIED: 9/0

Cr Owen Boxall spoke for the motion.



The officer requests Council's support in pursuing a lower speed limit in the CBD. It is strongly felt that with Councils explicit sanction, a change to engineered environment, the support of Roadwise and Local Police, that there will be a substantial chance of success in moving this request forward.

Please note that whilst Council may make the request for a speed limit change, the location of the speed signs, if the request is successful, and the extent of the limit area will be subject to regulatory controls and standards, to which MRWA is required to comply.

**Statutory Environment:**

Australian Standard 1742 – Manual of Uniform Traffic Control Devices (Parts 1 to 15)

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B1	Infrastructure that meets community need.
OBJECTIVE	B1.1.6	Implement safe and effective road and transport networks.

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

**MOVED: CR DANNY MCGRATH**

**SECONDED: CR MARTIN VAN KOLDENHOVEN**

**OC9/18 That Council requests Main Roads Western Australia to lower the speed limit to 40kmh in Clive Street in the Katanning Central Business District.**

**Voting Requirement:** Simple Majority

**CARRIED: 7/0**

Cr Danny McGrath spoke for the motion.

Cr Alep Mydie and Cr Kristy D'Aprile returned to the room at 6:46pm.



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

**MOVED: CR MARTIN VAN KOLDENHOVEN**

**SECONDED: CR SERENA SANDWELL**

**OC10/18**      **That Council prosecutes the owner of the property at 3 Clive Street, Katanning for breaching the conditions of the Health Act 1911 notice or undertakes the work in default and invoices the owner for the work.**

**Voting Requirement:** Simple Majority

**CARRIED: 9/0**



**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

<b>PRIORITY</b>	<b>SOCIAL</b>	
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 MARTIN VAN KOLDENHOVEN****SECONDED: CR SERENA SANDWELL**

**OC11/18** That Council either prosecutes the owner of the property at 11 Hassell Street, Katanning for breaching the conditions of the Health Act 1911 notice or carries out the work in default and places a charge on the property.

**Voting Requirement:** Simple Majority

CARRIED: 9/0

## 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:** 21 February 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	285,146.7	30,166.65	297,912.3	283.25	1,206,923.89
February							0.00
March							0.00
April							0.00
May							0.00
June							0.00
<b>Total</b>	<b>47,457.74</b>	<b>5,498,913.82</b>	<b>2,076,616.24</b>	<b>51,645.06</b>	<b>2,387,825.62</b>	<b>2,619.09</b>	<b>10,065,077.57</b>

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

The schedule of accounts for the months of December 2017 and January 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 SERENA SANDWELL****SECONDED: CR DANNY MCGRATH****OC12/18 That Council:**

1. Endorses the Schedule of Accounts as presented, being cheques 41983-41986 totalling \$1,595.12, EFT payments 24200-24344 totalling \$862,079.95, direct payments totalling \$284,881.78, authorised and paid in December 2017; and
2. Payments authorised and paid in January 2018, being cheques 41987-41992 totalling \$22,086.92, EFT payments 24345-24474 totalling \$571,328.07, direct payments totalling \$285,146.70, credit card payments totalling \$30,166.65 and trust payments totalling \$283.25.

**Voting Requirement:** Simple Majority.

CARRIED: 9/0

## 10.2.2 Monthly Financial Reports (ATTACHMENTS)

**File Ref:** FM.FI.4  
**Reporting Officer:** Libby French, Manager Finance  
**Report Prepared:** 21 February 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 JOHN GOODHEART

**OC13/18** That Council adopts the Statement of Financial Activity for the months ending 31 December 2017 and 31 January 2018, as presented.

**Voting Requirement:** Simple Majority.

CARRIED: 9/0

### 10.2.3 Compliance Audit Return 2017 (ATTACHMENT)

**File Ref:** CV.CM.2  
**Reporting Officer:** Lisa Hannagan, Executive Manager Finance & Administration  
**Date Report Prepared:** 7 February 2018

**Issue:**

To adopt the Compliance Audit Return for the period 1 January 2017 to 31 December 2017.

**Body/Background:**

In accordance with the Local Government (Audit) Regulations 1996, Council is required to conduct a compliance audit for the period 1 January 2017 to 31 December 2017 against the requirements of the Compliance Audit Return.

The completed Compliance Audit Return was presented to the Audit (Finance & Risk) Committee for consideration on Monday 12 February 2018.

Following Council adoption, the Compliance Audit Return is to be submitted to the Director General of the Department of Local Government prior to 31 March 2018.

**Officer's Comment:**

The Compliance Audit Return was considered by Council and the Audit (Finance & Risk) Committee recommended that Council adopt the Compliance Audit Return.

**Statutory Environment:**

Local Government (Audit) Regulations 1996, Regulations 13, 14 and 15.

**Policy Implications:**

There are no policy implications.

**Financial Implications:**

There are no financial implications.

**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 MARTIN VAN KOLDENHOVEN

**SECONDED:** CR DANNY MCGRATH

**OC14/18** That Council adopts the Compliance Audit Return, as attached, for the period 1 January 2017 to 31 December 2017 and submit a certified copy to the Executive Director of the Department of Local Government.

**Voting Requirement:** Simple Majority

CARRIED: 9/0

Cr Danny McGrath disclosed a interest affecting impartiality in Item 10.3.1 as he is a member of the Rotary Club of Katanning.

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

#### **10.3.1 Community Financial Assistance Program (CFAP) Round 2 2017/2018 (ATTACHMENTS)**

**File Ref:** FL/0019  
**Reporting Officer:** Amy Knight, Community Relations Officer  
**Date Report Prepared:** 20 February 2018

**Issue:**

To consider applications for the 2017/2018 Round 2 Community Financial Assistance Program.

**Body/Background:**

The second round of funding under this program was advertised in December 2017 and January 2018 with an advertisement in the Great Southern Herald, the Shire of Katanning Website, Shire Matters Newsletter, letters and emails to the community and Facebook. The closing was date was 31 January 2018; however, was extended to 19 February 2018 as only one application was received by the closing date.

The Community Financial Assistance Program (CFAP) provides funding support in three categories; Minor Community Grant (up to \$5000), Major Community Grant (Over \$5000) and Triennium Community Grant (3 year approval- Minor or Major), to enable organizations to develop projects that increase participation and benefit the community.

At the closing date 2 applications were received: 1 application requesting a minor community grant, 1 application requesting a major community grant and no applications requesting a triennium grant.

The application process was coordinated by Executive Assistant to CEO Sophie Justins and Community Relations Officer Amy Knight.

For Round 2 2017/2018 there is \$13,598.18 ex available in the budget.

Summary of applicants

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

**Full Organisation Name:** Katanning Senior High School P&C

**Project Title:** Senior Ball

**Requested Amount from Council:** \$845.45 ex

**Total Project Cost:** \$5,530.00 ex

*Major Community Grant (over \$5,000)*

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

**Project Title:** Katanning Cinema Project

**Requested Amount from Council:** \$10,247.00 ex

**Total Project Cost:** \$130,000 ex

Copies of the applications are attached for information.

**Officer's Comment:**

The applications received were reviewed by the Community Financial Assistance Program Committee at a meeting held on Wednesday 21 February 2018. The Committee made the following recommendation:

1. Approve \$845.45ex to Katanning Senior High School P&C for venue hire and decoration hire costs.
2. Approve \$10,247ex to Rotary Club of Katanning for Katanning Cinema Project equipment as listed in application. Equipment not required will not be funded and no other equipment can take its place.

**Statutory Environment:**

Local Government Act 1995.

**Policy Implications:**

Community Financial Assistance Program Policy. Applications were addressed in accordance with the Policy Guidelines.

**Financial Implications:**

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

Following the Round 2 recommended allocations, the remaining amount available in the Community Financial Assistance Program budget is \$2,505.73. The Community Financial Assistance Program Committee discussed if an application was received between Round 2 approval date and 30 June 2018, the Community Financial Assistance Program Committee will hold a meeting and make recommendation to Council.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY		SOCIAL
ASPIRATION	S3	A resilient, engaged community with a strong sense of pride
OBJECTIVE	S3.2.2	Encourage and support volunteering and citizenship activities
PRIORITY		NATURAL ENVIRONMENT
ASPIRATION	N3	A strong sense of community ownership and pride for the natural environment
OBJECTIVE	N3.1.1	Support and encourage volunteer programmes and community initiatives that focus on improving the natural environment

**Officer's Recommendation/Council Motion:****MOVED: CR MARTIN VAN KOLDENHOVEN****SECONDED: CR KRISTY D'APRILE****OC15/18** That Council approves the following grants for Round 2 of the 2017/2018 Community Financial Assistance Program:

1. Approves \$845.45exGST to Katanning Senior High School P&C for venue hire and decoration hire costs.
2. Approves \$10,247exGST to Rotary Club of Katanning for Katanning Cinema Project equipment as listed in application. Equipment not required will not be funded and no other equipment can take its place.

**Voting Requirement:** Simple Majority

CARRIED: 9/0

Cr Kristy D'Aprile spoke for the motion.

**10.3.2 Katanning Leisure Centre – Pioneer Room Air Conditioning Replacement**

**File Ref:** CP.MA.1  
**Reporting Officer:** Jenny Cristinelli, Manager Katanning Leisure Centre  
**Date Report Prepared:** 20 February 2018

**Issue:**

To consider allocating funds from the Katanning Leisure Centre Facilities Reserve to facilitate the urgent replacement of the air conditioning system at the KLC Pioneer Room.

**Body/Background:**

In late 2017 the air conditioner in the Katanning Leisure Centre Pioneer Room was inspected by a local refrigeration and air conditioning service contractor in relation to an issue with one of the air conditioning unit fans. A temporary solution was put in place - operating the unit through the power mains, while the contractor investigated options for replacement parts.

In early February the air conditioner stopped working. The service contractor returned to inspect the system and reported that all the air conditioning system's eight units had stopped working. Advice received at the time from the contractor was that replacement parts could no longer be sourced for the 21-year-old system. The contractor then recommended the replacement of all 8 units that make up the system.

Quotes are being sourced to repair or replace the air conditioning units. At the date of this report two inspections have been undertaken by separate contractors, both contractors have suggested that the repair of the system is not possible. Indicative verbal estimates by the contractors who have inspected the system so far, cost the replacement at between \$30,000 - \$40,000.

Formal reports and quotes are due for submission by 23 February 2018.

Capital expenditure of this nature has not been budgeted for KLC in the 2017/18 Annual Budget. Council allocated \$52,528 in the 2017/18 Annual Budget to a new Reserve (Katanning Leisure Centre Facilities Reserve). If Council wish to replace the air conditioning prior to the adoption of the 2018/19 Annual Budget, as is being recommended, funds can be allocated to enable this purchase as part of the 2017/18 Budget Review via a transfer of fund from the reserve to the municipal fund.

**Officer's Comment:**

The air conditioning units in the Pioneer room are 21 years old and have been functional for the entirety of the Centre's operating life. The author recommends that this matter is dealt with as a matter of urgency as it is effecting the functionality of the Pioneer Room. If Council approves the use of a portion of the reserve funds to replace the air condition units, assessment of quotations and engagement of a contractor to carry out this work will be priorities as a matter of high urgency.

**Statutory Environment:**

Local Government Act 1995, section 6.8. Expenditure from municipal fund not included in annual budget

**Policy Implications:**

Nil

**Financial Implications:**

Unbudgeted expenditure in the 2017/18 Annual Budget. A transfer of funds from the Katanning Leisure Centre Facilities Reserve to the municipal fund would be required to facilitate the proposed purchase.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B1	Infrastructure that meets community need.
OBJECTIVE	B1.1	Sustainably manage current and future assets and infrastructure.
OBJECTIVE	B1.2	Provide Council facilities that meet community need.

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

**MOVED: CR DANNY MCGRATH      SECONDED: CR SERENA SANDWELL**

**OC16/18      That Council**

- 1. Authorises expenditure for the repair/replace of the air conditioning units at the Pioneer Room at the Katanning Leisure Centre;**
- 2. Authorises the transfer of funds from the Katanning Leisure Centre Facilities Reserve for the purpose; and**
- 3. Amends the budget accordingly.**

**Voting Requirement:** Absolute Majority

**CARRIED: 9/0**

Cr Danny McGrath spoke for the motion.  
Cr Owen Boxall spoke for the motion.

**10.4 EXECUTIVE MANAGER, PROPERTY & ASSETS REPORTS****10.4.1 Welcome Precinct & All Ages Playground Concept Plan  
(ATTACHMENTS)**

**File Ref:** CP.DE.13  
**Reporting Officer:** Andrus Budrikis, Executive Manager, Property & Assets  
**Date Report Prepared:** 15 February 2018

**Issue:**

To approve the Concept Plan for the Welcome Precinct & All Ages Playground

**Body/Background:**

The Welcome Precinct and All Ages Playground is a sub-project of the Katanning SuperTown Heritage Centre Project (KSHCP). Plan E was commissioned to develop a concept plan for Welcome Precinct & All Ages Playground. The concept plan was developed by David Smith from Plan E working with the Welcome Precinct and All Ages Playground working group. The working group consisted of the KSHCP PAG members. All Councillors were invited to attend the workshops.

**Officer's Comment:**

The final version of the Plan E concept plan and report are attached. It should be noted that this is the conclusion of the concept planning stage and that the detailed planning stage will follow. Items that may be considered to require changes will be addressed during the detailed planning phase. Other changes may also occur as the detailed designs are developed.

It should also be noted that the concept plan indicates that the entry to the park be two way. It was felt by many members of the working group that it would be better to make this entry one way in to the park. It was noted that this strategy would be further developed during the detailed design phase.

It is necessary for Council to approve the concept plan, as part of the project management process, so that the detailed design phase can commence.

A copy of the quantity surveyor's indicative cost report prepared by Ralph Beattie Bosworth (RBB) is also attached. The report indicates that the concept plan will cost \$5.15m to construct including a contingency of \$250,000 (Exc GST). The KSHCP budget (Rev F) includes \$4.79m for construction and \$383,340 for contingencies (Exc GST).

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil

**Financial Implications:**

The project is funded by the Royalties 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**

<b>PRIORITY</b>	<b>SOCIAL</b>	
ASPIRATION	S1	A capable, vibrant, healthy & connected community
OBJECTIVE	S1.1	Provide sport, recreation and leisure opportunities that contribute to the health and wellbeing of our growing and diverse community
<b>PRIORITY</b>	<b>BUILT ENVIRONMENT</b>	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.2	Provide Council facilities that meet community need
<b>PRIORITY</b>	<b>BUILT ENVIRONMENT</b>	
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B2.1	Enhance public realm
<b>PRIORITY</b>	<b>ECONOMIC</b>	
ASPIRATION	E2	A place to live and visit
OBJECTIVE	E2.1	Strengthen the local tourism sector

**Officer's Recommendation/Council Motion:****MOVED: CR DANNY MCGRATH****SECONDED: CR SERENA SANDWELL**

**OC17/18 That Council approves the Concept Plan produced by Plan E for the Welcome Precinct and All Ages Playground as per the Plan E Report December 2017.**

**Voting Requirement:** Simple Majority**CARRIED: 9/0**

Cr Danny McGrath spoke for the motion.

**10.5 CHIEF EXECUTIVE OFFICER'S REPORTS****10.5.1 Katanning Playgroup**  
(ATTACHMENT)

**File Ref:** CP.AL.4  
**Reporting Officer:** Julian Murphy, Chief executive Officer  
**Date Report Prepared:** 22 February 2018

**Issue:**

To consider the terms of the lease with the Katanning Playgroup for the playgroup building on the corner of Bokarup and Conroy Streets Katanning.

**Body/Background:**

Council currently has a lease agreement with the Katanning Playgroup to lease the playgroup building located on the corner of Bokarup and Conroy Streets Katanning on the following terms:

- Commencement date: 1 March 2014
- End Date: 28 February 2019
- Rental: Minimum Rate plus GST, plus ESL, Waste Levy & Soil Conservation Charge

The rental paid by the Katanning Playgroup in 2017 was \$1,151.70 inc-GST.

Katanning Playgroup is seeking Council's consideration of an extension of the current lease for another 2 – 3 years and a reduction in the rental to \$400 - \$600. Representatives from Katanning Playgroup will make a presentation to Council at this meeting. A copy of the presentation is attached for Council's information.

**Officer's Comment:**

Katanning Playgroup has provided information that rental paid by Playgroups in surrounding towns range from \$0 - \$400. Katanning Playgroup's request to reduce the rent is reasonable considering the size of their membership and the high cost of rental compared to neighbouring towns.

A three year extension to the existing lease would provide security to both the Playgroup and Council for use of the building.

**Statutory Environment:**

Local Government Act 1995, section 3.58. Disposing of property

Local Government (Functions & General) Regulations, Regulation 30. Dispositions of property excluded from Act s. 3.58

**Policy Implications:**

Nil

**Financial Implications:**

Reduction of rental income of \$601.70 p.a. from lease of playgroup building should Council reduce the current rental charged.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B1	Infrastructure that meets Community need
OBJECTIVE	B1.1	Sustainably manage current and future assets and infrastructure
	B1.2	Provide Council facilities that meet community need
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B2.2	Facilitate and encourage housing options, spaces for local service delivery, employment and recreation

**Officer's Recommendation/Council Motion:****MOVED: CR KRISTY D'APRILE****SECONDED: CR SERENA SANDWELL****OC18/18****That Council:**

- 1. Grants a 3 year extension of the term of the Lease Agreement with the Katanning Playgroup for the building on the corner of Bokarup and Conroy Streets Katanning;**
- 2. Reduces the rental to \$550 inc-GST per year effective immediately; and**
- 3. Authorises the President and Chief Executive Officer to affix the common seal on the lease documents.**

**Voting Requirement:** Simple Majority

CARRIED: 9/0

Cr Kristy D'Aprile 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****PROCEDURAL MOTION****MOVED: CR JOHN GOODHEART****SECONDED: CR DANNY MCGRATH**

**OC19/18** That Council closes the meeting to the public to consider the following items regarding the Approval of appointment of contractors for tender no. RFT07/2017 Welcome Precinct & All Ages Playground Detailed Design and Construction Documentation and Contract Administration and Approval of appointment of consultant for tender no. RFT08/2017 Piesse Park Concept Design and Detailed Design.

CARRIED: 9/0

**13.1** Approval of appointment of contractors for tender no. RFT07/2017 Welcome Precinct & All Ages Playground Detailed Design, Construction Documentation and Contract Administration  
(ATTACHMENT)

**File Ref:** CPT.E8**Reporting Officer:** Andrus Budrikis, Executive Manager, Property & Assets**Date Report Prepared:** 15 February 2018**Reason for Confidentiality**

The Officer's Report is confidential in accordance with section 5.23(2)(c) of the Local Government Act because it deals with matters relating to a contract which may be entered into by council.

**Officer's Recommendation/Council Motion:****MOVED: CR DANNY MCGRATH****SECONDED: CR JOHN GOODHEART**

**OC20/18** That Council appoints Plan E to carry out the detailed design, construction documentation and contract administration of the Welcome Precinct and All Ages Playground as per RFT 07-2017.

**Voting Requirement:** Simple Majority

CARRIED: 9/0

Cr Danny McGrath spoke for the motion.

Cr John Goodheart spoke for the motion.

