



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
Wednesday 20 December 2017, in the Shire of Katanning Council Chambers,
14 Austral Terrace, Katanning, commencing at 6:00pm.

DISCLAIMER

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

PRESIDING MEMBER _____

DATE SIGNED _____



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	5
7	Petitions/Deputations/Presentations	5
8	Confirmation of Minutes of Previous Meetings	6
8.1	Ordinary Council Meeting – Tuesday 28 November 2017	6
9	Announcements by Presiding Member Without Discussion	6
10	Reports of Committees and Officers	6
10.1	Executive Manager Infrastructure & Development Reports	7
10.1.1	Subdivision Referral – Amalgamation of Lots 7, 8, 9 and 10 (122 – 130) Clive Street, Katanning	7
10.2	Executive Manager Finance & Administration Reports	10
10.2.1	Schedule of Accounts	10
10.2.2	Monthly Financial Reports	12
10.2.3	Governance Review Program	13
10.3	Executive Manager, Projects and Community Building	15
10.3.1	Elevated Work Platform	15
10.4	Executive Manager, Property & Assets Reports	18
10.5	Chief Executive Officer's Reports	19
10.5.1	Amherst Village Residents Group	19
10.6	Advisory Committee Meeting Minutes	21
11	Elected Members Motions	21
12	New Business of an Urgent Nature	22
12.1	Amherst Village Weekly Service Fee	22
13	Confidential Item	24
13.1	Katanning Citizen of the Year Awards 2018	24
13.2	Chief Executive Officer Performance Review	25
14	Closure of Meeting	26

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS

The Presiding Member declared the meeting open at 6.00pm.

2. RECORD OF ATTENDANCE**PRESENT**

Presiding Member: Cr Liz Guidera - President

Members: Cr 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
Libby French, Manager Finance
Sophie Justins, Community Relations Officer

Gallery: Derek Stock
Natalie Nicholson

Media:

Apologies: Paul Webb, Executive Manager Infrastructure and Development

Leave of Absence:

3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

Nil.

5. PUBLIC QUESTION/STATEMENT TIME

Derek Stock addressed the Council to advise there has been no indication of what equipment will be installed at the All Ages Playground. So far, he understands there will be approximately 3 slides but there has been no further indication of what equipment will be installed. There is an area on the plan for a nature play area, Derek believes this does not belong at the All Ages Playground. The All Ages Play ground was originally designed for all ages to use and the installation of a nature play area does not fit the area and it would be better located at the Piesse Lake. Derek Stock requested to know a timeframe when the community will be advised what play equipment is intended to be installed. He has further concerns regarding the relocation of the entrance, specifically the additional road works and how it will affect the Miniature Railway. Derek believes the new entrance will make it harder for people to access the playground.

Cr Liz Guidera responded to Derek Stock's statement. The Playground is a major concern to Councillors and Community as we have all grown up with the large, challenging equipment and we have made this very clear to the concept designer that's what we are looking for going forward. Cr Liz Guidera spoke with the CEO yesterday regarding timeframe for the next phase and when will people be able to view the equipment as this is the feedback we are hearing from the Community, what will it look like & what will it be. We have received indication that we will have three refurbished old slides but we are looking for more. We have a good working group which consists of all Councillors and Community Members, passionate about the project. We will be looking to consult with more community members. We will have the opportunity to put in requirements of the equipment.

CEO Julian Murphy advised through the next phase, designing the equipment, is when we will get to pick and choose the types of elements that we want. We will do this in consultation with the designer and will be looking to appoint this person towards the end of January.

Cr Liz Guidera advised the playground is right at the top of the list for the Council. The nature play element is connecting the space, we aren't putting in an actual nature playground.

Executive Manager of Property and Assets, Andrus Budrikis advised the concept of the nature play comes from the fact that it is built around the existing trees, therefore retaining what is there and playing on that in conceptual nature. This will be developed in more detail in the next phase. That is why the designer and titled this Forrest Play due to the existing trees being retained.

Cr Liz Guidera confirmed that there will be a Nature Play Ground at Piesse Lake.

Cr Liz Guidera addressed the concern regarding the relocation of entrance to the All Ages Playground. The relocation allows the opportunity to redesign the carpark. We want to be able to maximise the area and how many cars can park also allowing access for larger vehicles and a better flow of traffic. At first Council were hesitant to relocate the entrance but they have consulted that plans and have been very clear that we do not want to be spending significant amounts of the budget on road works but we do want this flow to work well for visitors and residents.

Derek Stock advised his further concerns regarding the road works and earthworks involved. Cr Liz Guidera advised the Council will try to keep the road works to a minimum as we do not want to spend much budget towards road works. It is important to address traffic flow and we are trying to consider all aspects. The Council are happy to continue talking to the Miniature Railway regarding their needs and the designer is taking into consideration the access to the railway.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. PETITIONS/DEPUTATIONS/PRESENTATIONS

7.1 Middle School Presentation (ATTACHMENT)

Natalie Nicholson addressed the Council on behalf of the Great Southern Middle School Committee. The project commenced 2 years ago when it was noticed a lot of families leaving town when their children were reaching year 7. The committee started to look at other choices in town that could retain families and children for their high school years. The committee has gone further and started to look at what the Community really want and what would help retain and attract residents to the town. The committee applied for funding from the Great Southern Development Commission last year and were awarded the funding to start a scoping study with the support of Katanning Regional Business Association. The study looked at educational choices in Katanning and the potential development of the middle school. The Shire of Katanning was also one of our funding bodies as well as KRBA and GSDC. With the help of the Community and the State Government the committee was able to produce the document which shows the communities capacity to support a middle school in Katanning. There is demand and indicated low risk to the existing high school. The most important point from the study showed the low risk on the existing high school in Katanning and that our target audience is already leaving so we would like to capture the families that are not staying in town, sending their children to other towns or boarding school and the families through split and the ongoing issues. The committee requested documented support from the Shire of Katanning to progress this middle school. The committee plan to have this school up and running by 2020 and before they go to further private schools to give a presentation, they need to be able to show that the Shire is on board.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**8.1 Ordinary Council Meeting – 28 November 2017**
(SEE ATTACHED MINUTES)**MOVED: CR SERENA SANDWELL****SECONDED: CR JOHN GOODHEART****OC174/17 That the minutes of the Ordinary Council Meeting held on Tuesday 28 November 2017 be confirmed as a true record of proceedings.****Voting Requirement:** Simple Majority**CARRIED: 9/0****9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Cr Liz Guidera thanked the Council and Shire of Katanning Staff on behalf of the community for their time and efforts for 2017. It has been a huge year with many challenges most being a flood in February to start off our year, where all members of our team assisted the community. The ensuing WANDRRA application and floodworks, increasing workload to our organisation, change of government also produced more work. Sometimes the staff may feel that the Councillors are not on the same page but Councillors are just looking to achieve the best outcome for the community. The current projects are imperative to the future sustainability and ability of our community. They will enhance the quality of life for people in our town. Our role as Councillors to the community is to ensure that we get the best possible outcome. As a community we are really excited about the opportunities we have to build the capacity of our community and to make those changes. Thank you to the Staff. Thank you to the Councillors.

We look forward to a fantastic 2018 and wish everyone a happy and safe Christmas and New Year.

10. REPORTS OF COMMITTEES AND OFFICERS**Nil.**

10.1 EXECUTIVE MANAGER INFRASTRUCTURE & DEVELOPMENT REPORTS

10.1.1 Subdivision Referral – Amalgamation of Lots 7, 8, 9 and 10 (122 – 130) Clive Street, Katanning

File Ref: A2842, A20 C/17/2786 WAPC Sub Ref: 155980 4J
Reporting Officer: Delma Baesjou – Consultant Planner
Date Report Prepared: 8 December 2017

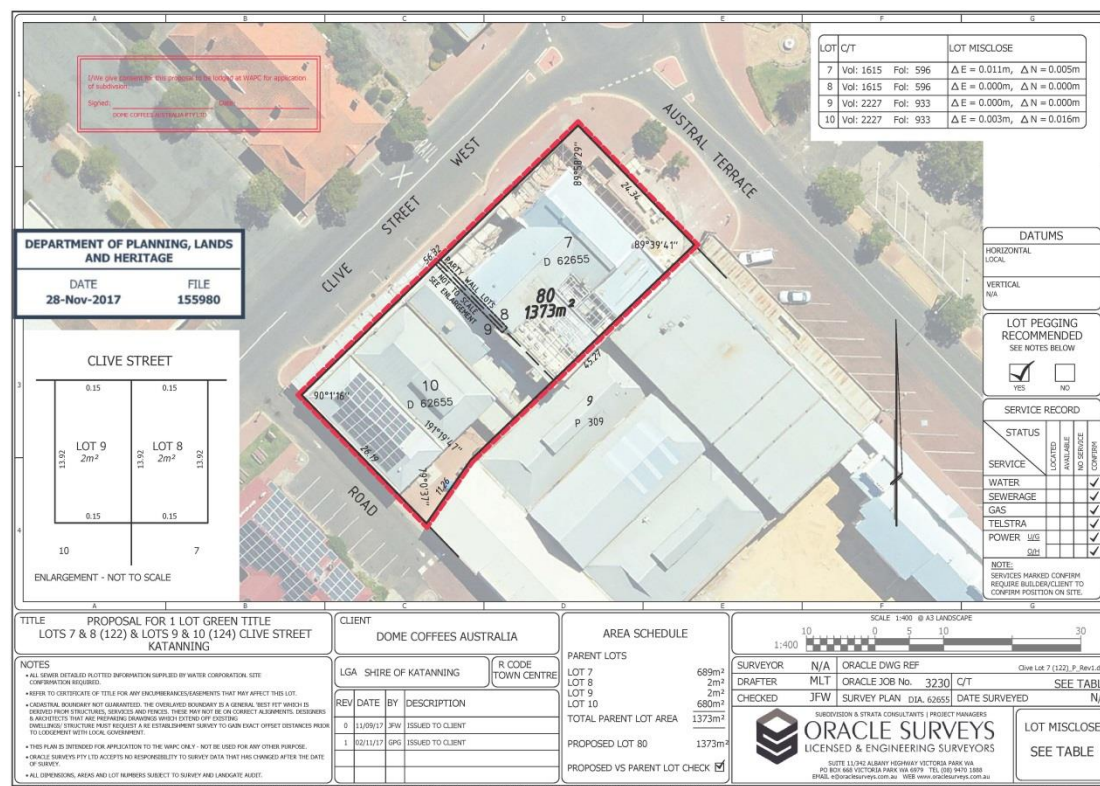
Issue:

To consider an application for Amalgamation (Subdivision) involving Lots 7, 8, 9 and 10 (122 – 130) Clive Street, Katanning.

Body/Background:

An application for Amalgamation has been referred to the Shire by the Western Australian Planning Commission. The Application was prepared by Oracle Surveys on behalf of Dome Coffees Australia Pty Ltd and DTINN Holdings Pty Ltd (Director Troy Blizard and Paul Graham Secretary). The documentation was received on 4 December 2017.

The lots front Clive Street between Austral Terrace and Emu Lane. Lot 7 is 689m², Lots 8 & 9 are both 2m² party wall lots [0.15m wide and approximately 14m deep] and Lot 10 is 680m². It is proposed to Amalgamate the four existing lots and create a single 1373m² parcel.



Officer's Comment:

The subject land is zoned 'Town Centre' under the Shire of Katanning Town Planning Scheme No. 4 (TPS4). The land is shown in Draft Local Planning Scheme No. 5 (LPS5) as 'Commercial'.

The site is developed and has a history of use for industrial, retail and commercial purposes. The premises are currently vacant, other than the Butcher Shop adjacent to Emu Lane. The northern portion of the site contains the old Roller Flour Mill which is listed as a Heritage Site on the Municipal Inventory, State Register (Place Number 1344 – Permanent Entry 28/2/1995) and National Estate Register (18/4/1989). The Katanning Roller Flour Mill has cultural heritage significance, is a landmark in the town, has strong association with Katanning's role in the commercial development of agricultural exports in Western Australia and is highly valued by the community.

The old Mill is currently the subject of refurbishment by Dome Coffees Pty Ltd. Planning Approval for 'Restaurant (Coffee Shop) and Lodging House (Holiday Accommodation)' was granted in September 2014 (OC79/14) and revised Plans were endorsed by the Council at its meeting held 26 August 2015. The Building Permit is reference A2842 BP KA 201516175 16-12-2015.

The party wall and rear/service access areas extend across the internal/common lot boundaries. The proposed Amalgamation will rectify this anomaly and will resolve any issues with internal fire walls between the different lots.

Following conferral with Executive staff and the Development Services Team it is recommended that the amalgamation be supported, subject to the northern corner of the lot being ceded as a non-standard road truncation.

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

Heritage of Western Australia Act 1990

Policy Implications:

Shire of Katanning: Nil

WAPC Development Control Policy 1.1 - General principles for the subdivision of land

Financial Implications:

There are no Local Government Fees for this referral stage of the Subdivision/Amalgamation process.

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 MARTIN VAN KOLDENHOVEN****SECONDED: CR SERENA SANDWELL****OC175/17****That Council:**

Advises the Western Australian Planning Commission the Shire of Katanning supports the proposal to amalgamate Lots 7, 8, 9 and 10 (122-130) Clive Street, Katanning (WAPC file ref: 155980, DPLH date stamped 28 November 2017), subject to the northern corner of the proposed lot being appropriately truncated and ceded, without cost or compensation by the Shire.

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: 13 December 2017

Body/Background:

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

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

Month	Cheques 2017/18	EFT 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							0.00
January							0.00
February							0.00
March							0.00
April							0.00
May							0.00
June							0.00
Total	23,775.70	4,065,505.80	1,506,587.76	21,478.41	1,784,472.08	2,335.84	7,404,155.59

Officer's Comment:

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

Statutory Environment:

Local Government (Financial Management) Regulations 1996.

Policy Implications:

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

Financial Implications:

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 MARTIN VAN KOLDENHOVEN****SECONDED: CR OWEN BOXALL**

OC176/17 That Council endorses the Schedule of Accounts as presented, being cheques 41970-41982 totalling \$5,708.35, EFT payments 23989-24199 totalling \$770,537.18, direct payments totalling \$335,679.48, and trust payments totalling \$339.90, authorised and paid in November 2017.

Voting Requirement: Simple Majority.

CARRIED: 9/0

Cr Martin Van Koldenhoven spoke for the motion.

10.2.2 Monthly Financial Reports
(ATTACHMENTS)

File Ref: FM.FI.4
Reporting Officer: Libby French, Manager Finance
Report Prepared: 13 December 2017

Body/Background:

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

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

Officer's Comment:

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 OWEN BOXALL

SECONDED: CR ERNIE MENGHINI

OC177/17 That Council adopts the Statement of Financial Activity for the months ending 31 October 2017 and 30 November 2017, as presented.

Voting Requirement: Simple Majority.

CARRIED: 9/0

10.2.3 Governance Review Program

File Ref: GV.CM
Reporting Officer: Lisa Hannagan, Executive Manager Finance & Administration
Date Report Prepared: 4 December 2017

Issue:

To consider Council participation in the Department of Local Government, Sport and Cultural Industries (DLGSC) and Australian Institute of Company Directors (AICD) Governance Review Program.

Body/Background:

The Department of Local Government, Sport and Cultural Industries (DLGSC) is working with the Australian Institute of Company Directors (AICD) to deliver a Governance Review Program for country local governments across the State in 2017-18.

The Governance Review Program is an initiative to assist local government councils to make improvements in their governance policies, strategic planning procedures and processes.

A series of first round Governance Reviews have already been completed with fifteen country local governments. Those local governments identified the value of participating in the program, noting that because of their participation they now have a better understanding of how to assess their level and quality of governance, as well as an increased awareness of how to improve their governance practices.

Although specifically aimed at the elected member level, some survey questions will be asked of senior staff. As part of the AICD's online survey, local governments will be requested to reflect on, and assess the maturity of their council's governance arrangements in many areas, including:

- The role of the council
- The council's role in strategy and risk
- Council size, composition and skills
- The role of the Mayor/President
- The relationship between the council and management
- Council culture and dynamics
- Effective use of council meetings
- Council meeting papers

Officer's Comment:

AICD will conduct the Governance Reviews. The approach taken with councils is on of self-assessment.

The Governance Review Program will help local governments gain insight into:

- Good governance practices
- Areas that represent governance strengths
- Areas that present opportunities for improvement.

Statutory Environment:

Local Government Act 1995

Policy Implications:

There are no policy implications due to participation in the Governance Review Program.

Financial Implications:

There is no cost for Council to participate in the Governance Review Program.

Strategic Implications:**Shire of Katanning Strategic Community Plan 2017 – 2027**

PRIORITY	LEADERSHIP	
ASPIRATION	L1	An inclusive community recognized as a great place to live and visit
OBJECTIVE	L1.1	Operate with high ethical and professional standards, being open, transparent and responsive to the community and other stake holders
OBJECTIVE	L1.2	Provide effective leadership and good governance
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 KRISTY D'APRILE

OC178/17 That Council resolves to participate in the Governance Review Program in 2018.

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Serena Sandwell spoke for the motion.

10.3 EXECUTIVE MANAGER, PROJECTS AND COMMUNITY BUILDING REPORTS**10.3.1 Elevated Work Platform
(ATTACHMENTS)**

File Ref: RC.MU.3
Reporting Officer: James Wood, Acting Gallery Coordinator
Date Report Prepared: 12 December 2017

Issue:

Purchase of an Elevated Work Platform for the Katanning Gallery and Town Hall.

Body/Background:

The Shire of Katanning's Art Gallery is a one of its kind facility in the Great Southern area. With the ongoing expanding program, an issue has arisen regarding the safety and operation of some of the equipment, specifically the 2-meter platform ladder.

The ladder is usually used to access the rail hanging system in the Gallery. It is also used to access the powered track system for the Gallery lighting. The present ladder needs replacing due to the following:

- It is a danger to the health and safety of staff and Committee volunteers. It is inherently unstable as it was manufactured without stabilising out-riders. Due to its age, the clutch wheel system often fails and increases the instability. In the last 8 months, it has generated several "near miss" incidents. This presents a significant occupational health and safety risk justifies its urgent replacement. As a result, the ladder is currently banned from being used by anyone other than the Gallery Coordinator.
- It is inefficient. When setting up an exhibition, the ladder must be continually ascended with items being held, which is not conducive to current safety practices of three points of attachment to ladder, descended and moved. The wheels, that are meant to retract when the ladder has weight on it, and extend when it is to be moved, don't work.
- Space saving and ease of use. To get the ladder into the Gallery, it must first be laid on its (wheelless) back and dragged through the gallery door into the exhibition space. Due to its size, it takes up a sizable percentage of the storage space allocated for exhibition support equipment.

On understanding this safety concern, and having to deal with the restricted use of the ladder, the Katanning Art Centre Inc. voted to part fund the purchase of an elevated work platform (EWP) to help alleviate this safety hazard.

Katanning Drama Society has also offered to part fund the purchase of an EWP, with the proviso that it could use the EWP to rig lights and access the front of house lighting bar when the need arose. The Drama Society technical advisor is also the present Gallery Coordinator.

Officer's Comment:

An Elevated Work Platform is an industry standard answer to replacing ladders of dubious health and safety suitability. After much research into what was available and what other galleries are using, two models were examined: The Genie Runabout GR-15 Aerial Work Platform and the Genie GS1532 Self-Propelled Scissor lift.

- Genie GS1532 is a Self-Propelled Scissor lift and is the cheaper option (\$7,000+gst). It has a higher reach of the two and is much bigger in its elevated deck area; it can safely

accommodate two people; however, it also weighs in at 1.5 tons and, although it can fit through the gallery doors, it does so with only 4 cm of clearance.

- Genie Runabout GR-15 Aerial Work Platform is also self-propelled. It takes only one person at a time, but has a tool tray. As this unit is a mast lifter, it is more expensive (\$8,000+gst) but is lighter (975kg) and will have no problems fitting through the Gallery doors. Although it has a shorter reach than its bigger brother, with a 6.47metre working height, it is well capable of filling the requirements of the collective.

All though the GR1532 is cheaper, the GR-15 was selected because of the following:

- The “game changer” for both models was the fact that the Gallery has cable trenches criss-crossing the floor. At 1.5 tons, the possibility of the GR-1532 punching through the trench covers was very real. The lighter GR-15 (975kg) would not.
- Both models were test driven in Canning Vale. Perth, and the GR-15 was found to be much more manoeuvrable.
- Being much smaller, the GR-15 would be much more forgiving when traveling through the Gallery doors etc.
- One person and assorted equipment (lights, cables etc) did not need such a large elevated deck area.

If the purchase is approved, it is proposed that a memorandum of understanding is set between the Shire and the two other parties to detail usage arrangements regarding the EWP.

Statutory Environment:

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

Policy Implications:

Shire of Katanning Occupational Health and Safety Policy – provide and maintaining a safe work environment, well-maintained plant and machinery.

Financial Implications:

Purchase of Genie Roundabout GR-15 with Safety Harness \$8,000.00 (ex GST)

Less income

Katanning Drama Society gift	-\$2,000.00
Katanning Art Centre Inc. gift	<u>-\$5,000.00</u>
Total Gifted	-\$7,000.00 (ex GST)

Proposed Shire contribution **\$1,000.00 (ex GST)**

The proposed purchase has not been budgeted for in Council’s 2017/18 capital budget, it is anticipated that adequate budget savings will be achieved within the Gallery operating budget to cover the cost of this out of budget purchase.

Provision will also need to be made to receive the \$7,000 (ex GST) contribution from the two participating community groups.

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 OWEN BOXALL****SECONDED: CR DANNY MCGRATH****OC179/17 That Council:**

1. Authorises the purchase of a second hand elevated work platform as proposed.
2. Contributes \$1,000 ex GST to the purchase, in addition to a total contribution of \$7,000 ex GST from the Katanning Drama Society and Katanning Art Centre Inc;
3. Authorises the Chief Executive Officer to put in place a memorandum of understanding between the Shire, Katanning Drama Society, and Katanning Art Centre Inc regarding the shared use of the item; and
4. Amends the budget accordingly.

Voting Requirement: Absolute Majority

CARRIED BY AN ABSOLUTE MAJORITY: 9/0

Cr Owen Boxall spoke for the motion.

Cr Martin Van Koldenhoven spoke for the motion.

10.4 EXECUTIVE MANAGER, PROPERTY & ASSETS REPORTS
--

Nil.

10.5 CHIEF EXECUTIVE OFFICER'S REPORTS**10.5.1 Amherst Village Residents Group**

File Ref: CP.RE.1
Reporting Officer: Julian Murphy, Chief Executive Officer
Date Report Prepared: 14 December 2017

Issue:

To consider the establishment of a liaison committee for Amherst Village Residents.

Body/Background:

Amherst Village is a housing development managed by the Shire of Katanning which provides independent living units for seniors. There are 13 units in the development located in Amherst Street, Katanning.

Amherst Village Committee meetings were regularly held up until July 2014. All residents of Amherst Village were invited to attend. Council was represented by a Councillor and staff.

Matters on the agenda included building and garden maintenance issues, matters to do with the management of the units, and general issues raised by the tenants. The committee provided an opportunity for information exchange between Council representatives and tenants.

Officer's Comment:

It is recommended that Council re-establishes the Amherst Village Residents Group comprising:

- One Councillor Representative
- Executive Manager Property & Assets
- All Amherst Village Tenants

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:

Nil

Financial Implications:

The Residents Group will provide feedback on maintenance and improvement items and inform the formation and implementation of budgets for Amherst Village.

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 SERENA SANDWELL****SECONDED: CR JOHN GOODHEART****OC180/17****That Council:**

- 1. Establishes the Amherst Village Residents Group comprising:**
 - **One Councillor Representative**
 - **Executive Manager Property & Assets**
 - **All Amherst Village Tenants**
- 2. Appoints Cr Ernie Menghini to represent the committee.**

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

Cr Serena Sandwell 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**PROCEDURAL MOTION****MOVED: CR KRISTY D'APRILE****SECONDED: CR SERENA SANDWELL**

OC181/17 **That Council considers the following new business relating to the Amherst Village**
weekly service fee.

CARRIED: 9/0

12.1 Amherst Village Weekly Service Fee

File Ref: CP.RE.1
Reporting Officer: Julian Murphy, Chief Executive Officer
Date Report Prepared: 20 December 2017

Issue:

To consider reducing the Amherst Village Service Fee by \$15 per week.

Body/Background:

Council charges a weekly fee to Amherst Village Residents to cover the costs of garden and building maintenance at the Amherst Village Units which provides independent living units for seniors.

The weekly service fee which was adopted as part of the 2017/18 budget was set at \$89.03 inc-GST, an increase of \$19.03 from the previous year.

Feedback from Amherst Village Residents has been that the increase in the weekly service fee has resulted in financial hardship for the residents who are mostly on low fixed incomes. The Shire President has requested that Council consider reducing the weekly service fee for the remainder of the year and if possible backdate the reduction to the start of the current financial year.

Officer's Comment:

The *Local Government Act 1995* provides that fees and charges and charges imposed by a local government for the provision of goods and services must be done when adopting the annual budget. A local government may amend a fee and charge anytime during the financial year but must give local public notice of its intention to do so prior to imposing the charge.

Should Council decide to reduce the Amherst Village weekly service fee, the new fee could come into effect (following the public notice period) on 29 January 2017.

Statutory Environment:*Local Government Act 1995*

Section 6.16. Imposition of fees and charges

- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.

** Absolute majority required.*

Section 6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

Policy Implications:

Nil

Financial Implications:

Reduction in the Amherst Village weekly service charge of \$15 to \$74.03 inc-GST. The reduction in the fee will result in a reduction in income of approximately \$4,290 for the 2017/18 financial year. Maintenance expenditure budgets will need to be managed accordingly.

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

OC182/17

That Council:

- 1. Reduces the Amherst Village weekly service fee to \$71.53 effective from 29 January 2018; and**
- 2. Gives local public notice of the new fee.**

Voting Requirement: Absolute Majority

CARRIED BY AN ABSOLUTE MAJORITY: 9/0

Cr Kristy D'Aprile spoke for the motion.

Cr Martin Van Koldenhoven spoke for the motion.

Reason for Decision

Council reduced the Amherst Village weekly service fee to ensure that a reduced fee was applied for the remainder of the financial year.

13. CONFIDENTIAL ITEM**PROCEDURAL MOTION****MOVED: CR SERENA SANDWELL****SECONDED: CR KRISTY D'APRILE**

OC183/17 That Council closes the meeting to the public to consider the following items regarding the Katanning Citizen of the Year Awards 2018 and Chief Executive Officer Performance Review.

CARRIED: 9/0

The Public and staff left the room at 6:47pm

13.1 Katanning Citizen of the Year Awards 2018**File Ref:** CR.AH.1**Reporting Officer:** Sophie Justins, Community Relations Officer**Date Report Prepared:** 4 December 2017**Reason For Confidentiality**

The Officer's Report is confidential in accordance with section 5.23(2)(b) of the Local Government Act because it deals with the personal affairs of persons. The Officer's Report has been provided to Council under separate cover.

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

OC184/17 That Council endorses the recommendations from the Citizen of the Year Committee for the 2018 Katanning Citizen of the Year Awards.

Voting Requirement: Simple Majority

CARRIED: 9/0

Cr Serena Sandwell spoke for the motion.

Cr Owen Boxall spoke for the motion.

13.2 Chief Executive Officer Performance Review
(ATTACHMENT)

File Ref: Murphy J
Reporting Officer: Julian Murphy, Chief Executive Officer
Date Report Prepared: 14 December 2017
Disclosure of Interest: Financial Interest - Matters affecting the employment of the CEO

Reason For Confidentiality

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2)(a) of the Local Government Act because it deals with matters affecting an employee of Council.

Officer's Recommendation/Council Motion:**MOVED: CR MARTIN VAN KOLDENHOVEN****SECONDED: CR JOHN GOODHEART****OC185/17****That Council:**

- 1. Accepts the report of the CEO performance for the review period 2016/17 and notes that the CEO generally met the performance criteria during the review period; and**
- 2. Endorses the Performance Criteria as submitted for the forthcoming review period.**

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

Cr Martin Van Koldenhoven spoke for the motion.

Cr John Goodheart spoke for the motion.

Cr Alep Mydie spoke for the motion.

Cr Liz Guidera spoke for the motion.

PROCEDURAL MOTION**MOVED: CR SERENA SANDWELL****SECONDED: CR DANNY MCGRATH****OC186/17****That Council reopens the meeting to the public.****CARRIED: 9/0**

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 6.53pm