



Katanning Veterinary Clinic
3/114 Clive St, Katanning WA 6317
Dr Kate Clayton

BUSINESS EXPANSION PROPOSAL

Presented to:
Shire of Katanning
7th February 2018

Executive Summary

The Katanning Veterinary Clinic is a new business that operates in conjunction with the well-established Kojonup Veterinary Hospital.

We provide a full service Veterinary practice for small animals, production animals and equine clients.

Since opening the practice in 2015, we have grown and expanded our business to service Katanning and surrounding areas. We provide employment to 5 local nursing staff; provide workplace learning opportunities to school students and have 5 professional Veterinarians employed that work from our practice.

To continue the growth of our business and to provide a service that is demanded by clients, we need to be able to treat equine patients and small production animals on site.

One of our medium term goals is to be able to purchase a premise to operate our business from and given the prime location we currently have, we would ultimately like to stay in our current location.

However this is dependent on being able to expand and provide a full service to all clients.

Business Description

We are a locally owned and operated business that employs 14 local staff members between our two practices.

We provide a 24 hour emergency service for both small animals, equines and production animals. Our client base extends from Newdegate, to Narrogin, across to west of Kojonup and south to Tambellup, Cranbrook and Frankland.

It is important to us to provide a full service that can otherwise only be accessed in Albany, Mt Barker or Esperance.

We can provide ICU care for critical patients, run full diagnostics that are comparable to metropolitan clinics and a full range of elective and disease prevention treatments.

From our Kojonup practice we can treat Equine and production animals on site in a safe and confined facility that provides safety both for Veterinary staff, owners and animals.

Our Katanning practice attracts a large number of clients from outlying towns to use our services. While their animals are being treated a large percentage of these clients then utilise other small businesses in our immediate area and Katanning town as there is often a wait involved with providing treatment for animals.

Reason for Expansion to Services

Our one disadvantage with our Katanning practice is that we are not able to provide the same service our Kojonup branch can, as we are not able to see any large animals on site.

Our clients expect a high standard of care, which is compromised by the fact that we are not able to see large animal patients at the premises. At times we must treat animals on the back of utes, on private properties or travel out to treat animals, especially equine patients in facilities that are often unsafe for both staff and patients.

To be able to attract more clients to our practice we need to be able to treat both equine patients and small production animals (sheep and goats) on site.

Many rural practices have onsite facilities to be able to treat a range of animals, and are situated within central commercial zones. For example, our Kojonup practice, the Dongara Veterinary Hospital, Brunswick Junction Vet Clinic, Miramar Vet in Albany, Albany Veterinary Hospital.

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In addition if we are able to expand our services to include on site treatment of large animals, we have plans to further expand our small animal services to include complimentary services such as grooming into the shop front on Clive Street (formerly the Sportspower store). This is dependent on approval of plans as further expansion on this site would not be feasible without being able to offer a full mixed practice service.

Large Animal Services:

The facility will incorporate the following:

- To be fully enclosed by an 8ft high colorbond fence
- will be hard stand (ie concrete flooring)
- hard stand floor is to be graded down to a Watercorp sewer via a commercial waste drain
- Have a purpose built safe handling equine restraint (crush)
- Treatment area to be undercover via a colorbond shelter
- Holding yard and unloading area will be uncovered but enclosed within the fence.

We would not be housing any large animals overnight on site. Patients will be treated immediately as per the daily schedule and will leave the site following consultation or treatment. Consultations will be scheduled so as clients and patients are not waiting for extended periods prior to being seen.

The services that we are looking to provide to clients will not be for major surgery or hospitalisation.

Services provided will be for routine procedures, health management, minor wound repair and consultations.

Any major procedures that require full anaesthesia will be performed at a different location, not on site at our Katanning branch.

Waste Management Plans

We understand that having large animals in a central business precinct may pose issues such as dealing with biological waste i.e. faecal material.

In our Kojonup practice all faecal waste is collected at the end of a consultation and is disposed of in a separate bin. This is then collected by a waste management company on a weekly basis. We currently have a local waste management company in Katanning that handles all other waste from our practice.

A protocol would be put in place to ensure that all waste is collected at the time of visit into sealed waste bins and disposed of appropriately. The treatment area and holding yard would be washed down and cleaned with clinical grade disinfectants after every consultation. Infection control is of utmost importance and we are very careful to ensure no cross contamination occurs.

We believe in providing gold standard care for all patients, thus cleanliness is an integral part of our business operation. We are judged by what our clients see as they enter our premises and it is important that our business and professional reputation is maintained. If clients see a clinically clean and well maintained premise, they will then know they are getting the same professional care for their animals.

Public Safety

As described previously it is our plan to build a fully enclosed yard extending from the rear of the existing building.

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With regards to public safety and safety of patients the following additions are proposed.

- An outer and an inner gate leading into the treatment area
- The outer gate will be closed prior to unloading patients, preventing any possible movement of patients outside of the treatment area.
- A small yard to the side of the treatment area for short term holding of patients will be located within the fenced area.
- A high colour bond fence to prevent public viewing of procedures.
- We will have a signed, designated area for parking of floats to minimise the impact on other patrons within the carpark.
- The enclosed area is to be located on privately owned land and will not encroach on public space.

As we have already demonstrated with our small animal clinic, we have not had a single incident that has impacted public health or safety. We strive to educate the community on disease control and minimisation, safe restraint of animals and conduct when visiting our premises and business.

The same education and community awareness would be employed with regards to our large animal facility to ensure both the safety of public, clients, staff and our patients.

Instructions as to where to park and safe use of our facilities will be given to clients prior to accessing our facility.

Future Business Plans

In the next 5 years, we are looking to purchase a premise to operate our business from. Ultimately we would prefer not to move our location as feedback from our clients is always very positive with regards to an easy location with many stores and services in a small radius.

We have discussed the purchase of our current premises, including the shopfront with Clive Street frontage with the owner of the building and have secured a guarantee for first option and also pre approval for finance to purchase the building.

However we will not purchase the building if we are not able to expand our services to include seeing large animals on site. This would require us to move our premises and hence lose another business from the central business zone on Clive Street.

We would hope that in a changing environment for retail and service providers in central Katanning that our business expansion would provide a positive impact on the surrounding businesses with the introduction of new clients and customers to the area, with a guarantee of no risk to public health or safety.

Thank you for considering our proposal and I look forward to further consultation with regards to our future business expansion within the Clive Street precinct and the Katanning Shire.

MLC attend on behalf of the Premier, Rick Wilson MP as member for O'Connor, representatives from the Office of Multicultural Interests and others, the media were there in force, as well as the town. Thank you once again for the work done.

10. REPORTS OF COMMITTEES AND OFFICERS

Nil.

10.1 DIRECTOR OF PLANNING REPORTS

Nil.

10.2 DIRECTOR OF ENGINEERING & DEVELOPMENT SERVICES REPORTS

10.2.1 Planning Approval – proposed Veterinary Clinic, Lot 3 Clive Street, Katanning

File Ref: A50

Reporting Officer: U Striepe, Director of Engineering & Planning Development

Date Report Prepared: 20 March 2015

Issue:

To consider a planning application for a Veterinary Clinic at Lot 3, Clive Street Katanning. The recommendation is to grant planning approval for the development to proceed.

Body/Background:

An application was received from Dr Kate Clayton from the Kojonup Veterinary Hospital (see attached appendix 1) on 27 February 2015 for planning approval to establish a veterinary clinic at Lot 3, Clive Street, Katanning.

The same applicant previously sought approval for a veterinary clinic at Lot 12, Clive Street, Katanning. That proposal was advertised and following the receipt of no comments was approved, under delegation, on 18 December 2014.

The applicant has now identified a more suitable site for her purposes being Lot 3, Clive Street, Katanning which has, more and off-street, parking. In terms of the Veterinary Surgeons Act 1960, a Veterinary Clinic is defined as any premises at which veterinary surgery is practiced, but at which animals are not retained overnight. Any animals requiring overnight treatment will be transported to Kojonup Veterinary Hospital, a business which the applicant owns and operates.

The premises is approximately 120 square metres in extent. The applicant plans to re develop the internal space of the premises once approval has been granted. Access to the site is from Baker Street.

The proposal appears to be Building Code of Australia Compliant however these matters will further be addressed and confirmed at time of application for building license.

The proposal was advertised consistent with clause 8.3 of the Town Planning Scheme No. 4 (TPS4).

Officer's Comment:

Three submissions have been received regarding the proposal. Two of these submissions were from Dr Maxwell and his wife, who are owners and operators of the Katanning Veterinary Hospital.

The basis of these submissions are that in 1973, Dr Maxwell determined to enlarge his Veterinary Clinic in order to accommodate large animal operations. Dr Maxwell relocated from his clinic in Richardson Street, in the Katanning CBD, to a 10 acre site just out of town on the Great Southern Highway.

Dr Maxwell had found it necessary to conduct large animal operations at his Veterinary Clinic in Richardson Street. This resulted in a number of complaints being received from residents. Dr Maxwell submitted a report to Council on alternatives to the practice in Richardson Street. In the report, Dr Maxwell concluded that the only alternative to meeting future veterinary needs and accommodate three to four practitioners was to establish a regional veterinary hospital and build a new small and large animal facility on the outskirts of town and sell his existing facility. The only disadvantage to him was the cost associated with constructing the new facility. In the report, Dr Maxwell requested a loan from the Shire in the amount of \$50,000 in order to construct the facility.

Council officers have searched Council minutes and other documents relevant to the period in question (1973) to verify, as best as possible, what occurred at that time (extracts of Committee and Council minutes attached as appendix 3). At the Ordinary Council Meeting on 9 May 1973, Council agreed in-principle to Dr Maxwell establishing a veterinary hospital on a ten (10) acre site either on the Wagin Road or the Kojonup Road, outside the town boundary, provided the provisions of the Town Planning Regulations were met.

Dr Maxwell was also informed that he was not successful in his request to obtain a Shire loan to assist in the establishment of the veterinary hospital.

Dr Kate Clayton's current application under consideration is for a Veterinary Clinic and not Veterinary Hospital.

To complete the planning process, Council is now required to consider whether to approve or refuse the planning application.

Statutory Environment:

Planning and Development Act 2005

Shire of Katanning Town Planning Scheme No. 4 (TPS4)

The subject land is zoned `Commercial` under Town Planning Scheme No. 4 (TPS4).

A Veterinary Centre is listed in TPS4 as an 'AA' use which is not permitted under TPS4 unless Council has granted planning approval. The proposal was advertised consistent with clause 8.3 of TPS4 and three submissions were received. The submissions have been attached as appendix 2.

Policy Implications:

There are no policy implications.

Financial Implications:

The appropriate fee for Planning Consent Approval has been paid.
The Developer is responsible for the costs of the works of the development.

Strategic Implications:

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

Shire of Katanning Strategic Plan 2013 – 2023***Leadership and Development:***

- Strengthening our economy through the continued support of existing businesses and by exploring opportunities to expand our business base.

Cr Craig McKinley left the meeting at 7:00pm

PROCEDURAL MOTION

MOVED: CR DANNY MCGRATH

SECONDED: CR HEATHER MCCARLEY

OC16/15 That Council suspend standing orders.

Voting Requirement: Simple Majority

CARRIED: 9/0

PROCEDURAL MOTION

MOVED: CR DANNY MCGRATH

SECONDED: CR RICHARD KOWALD

OC17/15 That Council resume standing orders.

Voting Requirement: Simple Majority

CARRIED: 9/0

Officer's Recommendation/Council Motion:

MOVED: CR RICHARD KOWALD

SECONDED: CR ROBERT GODFREY

OC18/15 That Council:

Grant planning approval for the proposed Veterinary Clinic at Lot 3, Clive Street, Katanning subject to the following conditions:

- 1. No large animal operations to be conducted at this site; and**
- 2. No animals to be housed at the site overnight; and**
- 3. The development being consistent with plans date stamped 1st July 2014.**

Voting Requirement: Simple Majority

CARRIED: 7/1

Cr Richard Kowald spoke for the motion.
Cr Alep Mydie spoke against the motion.
Cr Robert Godfrey spoke for the motion.
Cr Alan McFarland spoke for the motion.

Cr Craig McKinley returned to the meeting 7:10pm.

10.3 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES REPORTS

10.3.1 Receipt of Financial Reports (SEE ATTACHED FINANCIAL REPORTS)

RECOMMENDATION

MOVED: CR LEISHA WOOD

SECONDED: CR RICHARD KOWALD

OC19/15 That Council:

- 1. Receive the Schedule of Accounts for February 2015;
and**
- 2. Receive the Financial Statement for February 2015**

Voting Requirement: Simple Majority

CARRIED: 9/0

10.3.2 Mid Year Budget Review (SEE ATTACHED BUDGET REVIEW)

File Ref: FF/08/0018
Reporting Officer: Manager of Finance
Date Report Prepared: 16 March 2015

Summary:

During the March quarter, Council is required to review the 2014/2015 Budget, compare year to date actual performance against budget, and adopt any amendments to budget that Council considers appropriate arising from that review.

Background:

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

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

15/5/18

SHIRE OF KATANNING

REF C/18/4163

FILE NO A50.

WE CANNOT BELIEVE THAT THE SHIRE OF KATANNING WOULD CONSIDER AN APPLICATION OF THIS NATURE TO OPERATE IN THE MIDDLE OF THE TOWN.

KATANNING BUSINESSES ARE STRUGGLING SO THE LAST THING WE NEED IS THE NOISE AND SMELL OF BIG ANIMALS IN THE BUSINESS DISTRICT, ESPECIALLY IN HOT WEATHER. ANIMALS SMELL NO MATTER HOW CLEAN A FACILITY IS KEPT.

DURING THE NIGHT IT IS QUIET IN TOWN SO ANY SOUND IS AMPLIFIED. ARE WE GOING TO BE WOKEN UP WITH THE NOISE? THIS WILL EFFECT ACCOMMODATION IN ANY BUSINESS.

WOULD THERE BE 24 HOUR SECURITY ON THIS BUSINESS? AT TIMES DURING THE NIGHT THERE IS A LOT OF ACTIVITY AS PEOPLE GO AROUND LOOKING FOR TROUBLE.

A VETERINARY CLINIC THAT WANTS TO OPERATE WITH HORSES, SHEEP & GOATS DOES NOT BELONG IN ANY TOWN CENTRE. WE HOPE THE KATANNING SHIRE WILL REJECT THIS APPLICATION

ELIZABETH & ROCKY HALLS

FEDERAL HOTEL.

. SHIRAZ

Z.R. Halls

10.1.1

I have supported DR John Maxwell since 1967.
I remember when the Shire forced him to move
his practice out of town after fifty years he still
has my support

Name Robert S. Noble Address 76 Bokant St Katanning Signature Robert Noble

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17 MAY 2018

FILE: _____ DOC NO. _____
OFFICER: _____

The Katanning Regional Veterinary Hospital 10.1.1

ABN: 91 972 325 050

28082 Great Southern Highway
PO Box 273
Katanning WA 6317

Phone: (08) 9821 1655
Fax: (08) 9821 4552

Dr. John Maxwell
BVSc MVS PhD MACVSc MRCVS
Veterinary Consultant & Surgeon
Specialising in Clinical Practice

Email: jmaxwell@katanningvet.com.au
Website: www.katanningvet.com.au

Dear Ms Hannagan
Acting Chief Executive Officer
Shire of Katanning
PO Box 130 Katanning WA 6317

May 9, 2018

Re: Public Health Threat to Katanning Residents.

THE Shire of Katanning intends to alter the conditions under which the Kojonup vet practice operates its branch in Clive Street Katanning. The Shire CEO recently made this clear to me when I sought an appointment with him to protest this action.

This proposal represents a significantly increased public health threat to the residents of Katanning and all those who travel into Katanning for business and shopping purposes. Already exposed to a series of diseases which spread from cats, dogs and birds to human beings; the public will now also be at risk of contracting diseases spread from cattle, pigs, sheep, goats and horses to humans including Anthrax, Brucellosis, Q Fever and the fatal Hendra Virus, perhaps the best-known given the series of human deaths in Australia over recent years.

For "Public Health Reasons", the Shire of Katanning required that I relocate outside the town boundary from the practice I had built, with Shire approval, within the commercial precinct (well away from the main street) and, in so-doing, agreed that any and all future veterinary establishments would equally be required to establish themselves outside the town boundary.

Since 1980, each of the many new veterinary practices established in Katanning have been located outside the town-boundary and thus all competed with the existing Katanning owned-and-operated practice on equal footing. Because Katanning cannot support two veterinary practices, each of these practices subsequently closed – including one run by the current owner of the Kojonup practice, Kate Clayton.

In 2015 the Shire of Katanning breached its agreement by allowing a Kojonup owned-and-operated practice to establish in the main street, Clive Street, right next to the Commonwealth Bank, thus offering an unfair economic advantage to a Kojonup ratepayer over a Katanning ratepayer. The Shire then gave further advantage to the Kojonup practice by offering financial subsidies to it in the form of reclaimable vouchers for surgical procedures

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including cat and dog sterilisations. The Katanning Shire did not offer these financial subsidies to the Katanning owned-and-operated practice.

There is no reasonable explanation as to why the Shire of Katanning would demonstrate such clear bias against a Katanning ratepayer in favour of a Kojonup ratepayer which begs the question, who exactly does the Shire of Katanning represent?

Now, the Kojonup practice is asking the Katanning Shire to approve its request to expand the practice to include on-site treatment of livestock animals and horses – thus resulting in horse floats, trucks and livestock carriers into the main street of Katanning. As well as an unacceptable heavy transport presence within the CBD, approving this request also breaches the Shire's public health responsibilities to the residents of Katanning.

Nowhere within the South West region of WA does any town or regional centre allow even small animal veterinary practices in the main street of town (with the only exceptions being Kojonup and now the Shire of Katanning which allowed it in 2015) and Shires, City and Town Councils have moved all noxious animal activities such as dog pounds, livestock sale-yards, abattoirs and veterinary practices well outside central business districts.

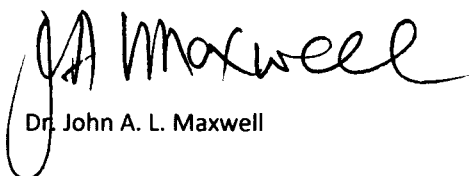
There are a number of reasons this action has been taken, but arguably none more important than public health with no town or city councils, apart from Kojonup and Katanning, willing to risk the moral, legal and financial repercussions of placing their residents at such a public health risk.

Since the beginning of the 21st Century there have been an increasing number of zoonotic diseases; Currently in Australia, two Victorian communities are experiencing outbreaks of zoonotic diseases – Q Fever (livestock to human) and Toxoplasmosis (cat to human) and tick-borne Borrelia, better known as Lyme Disease.

The American Department of Agriculture recently estimated that approximately 75% of newly emerging infectious diseases affecting humans are diseases of animal origin. This new proposal from the Kojonup veterinary practice greatly increases this risk and totally disregards the Shire's responsibility to the public health of Katanning residents.

It is a clearly backward step and one which I strenuously oppose.

Yours sincerely,



Dr. John A. L. Maxwell

BVSc, MVS, PhD, MACVs, MRCVS, MAO/ASIF

10.1.1

28 Kobeelya Avenue

Katanning

21st May 2018

Lisa Hannagan
Acting Chief Officer
Shire of Katanning
Re: Planning Proposal,
Extension of Veterinary Clinic,
Clive Street, Katanning.

In writing I would like to acknowledge the service our town receives from the efforts of the C.E.O., all Administrative Staff, our Shire President Mps L. Guidera and elected Councillors. Some small understanding of the complexities of administering local government matters has been gained, through much thought and a little experience, so that an appreciation of gaining outcomes, comes about. I thank you, each one, congratulations and best wishes for the ongoing challenges for the future.

Appreciation of the availability of both Veterinary Clinics servicing our town is given.

However, as a resident of the town and ratepayer, I must express strong concern at the move to allow large animals directly into the Town Business Precinct, per the above Planning Proposal. I have looked at the Proposals in the Shire Offices.

The concerns are:

① The impact of large animals in floats, trucks trailers, parked either (a) in the Clinic area
(b) or in the streets outside near T.A.F.E Hair Dressers, Craft Users' Building, Clothing Stores, Banks.

② The relative proximity to Land Care Facilities and the Katanning Primary School - only a short distance away.

③ The proximity to food preparation at the Federal Hotel.

④ The catering for treated animals that may require short, very short or longer term yarding. If larger animals require such care, is there adequate space provision for this or is the alternative that those ^{owners} from, out of town of some distance, will have to deal with that outcome?

⑤ The opinions of those who visit our town who may express horror at having such a facility in the town centre.

(As a person born in this town, leaving it to train in a profession and returning to it in retirement; whose father was born here and lived all his, near 98 years, here and who instilled into us a pride in our town and that, to make the town viable, we must support it, I have observed much and also deeply care about the town and its reputation.)

As people who have enjoyed caravan life, to hear fellow travellers saying, 'by pass Katanning' was upsetting. The recent pouring into the town of millions of dollars the huge efforts to re-ramp and improve the town deserve a better outcome than 'by-pass Katanning - it's parking is cluttered with animals - large - of all things in the main town precinct'. PLEASE CONSIDER this aspect.

Some have said, 'any business is good' but from the first hand comments of not so long ago, may well be negative to have animals in the main town area for many

Businesses.

It may or may not be of interest, but, a very recent trial I conducted among some of our many visitors and to some of our residents, the reaction was "horror" at such a thought. And, "what must they be thinking of?" was asked, "having large animals in the main street?"

I thank you for reading this lengthy letter. I plan to send a copy to The Shire President and also plan to be present at the Shire Meeting to hear the outcome of the Proposal and to gauge if all the queries listed have been addressed.

Yours sincerely,
Mrs Peggy Sambell
P. Sambell.

28 Kobeelya Ave,
Katanning, W.A., 6317.

9-5-2018.

Lisa Hannagan,

Acting Chief Executive Officer,

Shire of Katanning.

Re: Planning Proposal,

Extension of Veterinary Clinic,

Clive Street, Katanning.

Firstly, I would like to thank all the staff and elected representatives of the Shire for their ready recognition of the importance of this application to the rate payers of Katanning and also their willingness to receive feedback on this issue. These actions say much for the strength of local government in Katanning!

Secondly, I would like to acknowledge the high quality of the veterinary services of both the Katanning and Kojonup Veterinary Businesses involved or affected by this proposal to enlarge the Clive Street Clinic. We have been well served by their skilled professional staff over many years!

It is clear from the Planning Proposal, that the extensions requested will allow for both the **diagnosis and treatment of large animals**, (such as horses, etc), to take place at Lot 3, Clive Street, which is in the central town block of Katanning, as provision has been made in the plans for the unloading, reloading and containment by way of a holding press during treatment of large animals. Provision has also been made for the washing down of the excrement and other waste matter which occurs with the treatment of larger animals. However, these treatments will all occur **within** metres of our main shopping centre which includes a wide range of commercial, food, accommodation and tourist businesses. Both this location and the presence of these large animals at a time when they require treatment for disease or injury, raises the possibility that a disease could be transmitted to a member of the public. This has apparently happened recently in Queensland, resulting in the death of a member of the racing fraternity! Consideration of these matters alone means that, even with my most generous interpretation of the benefits to our town of the vet's treatment of large animals, I remain convinced that **this location is totally misplaced and inappropriate and therefore should be rejected on this basis**. There are also significant issues involved in the parking of larger transport vehicles nearby during treatment and the close location of significant educational facilities. There is also another question which is not answered in the Proposal: It does appear that treated animals will be not be able to be held on location overnight so what will happen to them if they require follow up observation or care then? One assumes that they will be returned each night to their homes!

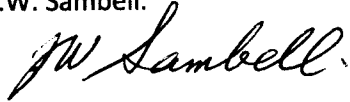
Finally, we have a challenge! It is well known that many years ago the original Katanning vet was refused permission by the Shire to locate his business close to the centre of Katanning. We are also

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aware that there has been an ongoing "disconnect" between the two vets over many years. It is also known that the Katanning vet already has outstanding facilities for all kinds of animal close to our town and that he may be close to retirement. This ongoing situation does not serve anyone in our town well! In conclusion, therefore, my request to the Shire is that it form a **delegation** from amongst its most experienced people and that they visit the Katanning vet to explore the possibility that his excellent facilities and location be purchased by the Kojonup vet. Such action is at least worth a try!

Thank you for your consideration of my submission.

J.W. Sambell.

A handwritten signature in black ink, appearing to read 'JW Sambell', written in a cursive style.

If you object to:

- The increased Public Health risk to Katanning residents and visitors,
- Livestock transport vehicles, horse floats, large trailers and etc in Clive Street,
- The Katanning Shire continuing to promote a Kojonup business at the expense of a Katanning business,

Please write your name, address and signature at the bottom of this form and deliver it to the Katanning Shire office (PO Box 130 Katanning) or to the Katanning Regional Veterinary Hospital.

Please note, the Shire will only accept written objections and these must be received by 24th May 2018

only KATANNING SHIRE would have the responsibility to do a stupid thing to our local vet who gives great service to the community things like this does nothing for the town.

George Bolt

Name

39 Beaufort

Address

6/500

Signature

SHIRE OF KATANNING
RECEIVED

17 MAY 2018

FILE: DOC NO.

OFFICER:



Shire of Katanning

ADJOINING OWNER/OCCUPIER COMMENT Application for Development Requiring Assessment

Please be aware that you are under no obligation to sign this form.

An application for additions to the Veterinary Clinic at Lot 3 (114) Clive Street is being considered by the Shire of Katanning. Comments on the proposal are being sought by the Council prior to determination of the application.

The public submission period closes on 24 May 2018.

Should you wish to discuss the proposal or inspect the plans prior to signing the form please contact the Development Services Team on 9821 9999.

It should be advised that in determining the application your comments will be taken into account, however the Shire is not obliged to support your views. The applicant/developer will have the opportunity to respond to your comments within a period of 10 days.

Location of Development

Developer's Name: Katanning Veterinary Clinic

Lot No. 3

Street No. 114

Street Name: Clive Street

Suburb: Katanning

Postcode: 6317

Details of Proposal Requiring Assessment

Addition to Veterinary Clinic (to enable treatment of large animals)

Adjoining Property Details

Name: ASTARH PTY LTD

Lot No. 1

Street No. 116

Street Name Clive Street

Suburb: KATANNING

Postcode: 6317

Residential address (If different to the property address)

Adjoining Owner/Occupier's Comment

I/we have considered the application and provide the following comment:

We have considered the above application and understand it will require vehicle access onto our property. We have no issues with this and therefore give approval for the addition to the Veterinary Clinic.

Signed: [Signature] Date: 23/4/18 Phone: 0409 116949

Signed: [Signature] Date: 23/4/18 Phone: 0439 116943

ADVERTISEMENT

PUBLIC HEALTH THREAT TO KATANNING RESIDENTS

IN the Public Notices section of the Great Southern Herald, Thursday May 3, the Shire of Katanning placed a notice seeking public comment on a proposal by the Kojonup veterinary practice to incorporate livestock and horse services in its branch practice in the main street of Katanning.

THE Shire of Katanning intends supporting this application; the Shire CEO recently made this clear to me when I sought an appointment with him to protest this action.

This proposal represents a significantly increased public health threat to the residents of Katanning and all those who travel into Katanning for business and shopping purposes. In addition to being already exposed to zoonotic (animal to human) diseases from dogs, cats and birds, the public will now also be at risk of contracting diseases spread from cattle, pigs, sheep, goats and horses such as Anthrax, Brucellosis, Q Fever and Hendra Virus, perhaps the best-known given the series of human deaths in Australia over recent years.

In 1973, for **Public Health Reasons**, the Shire of Katanning required (demanded) that I relocate outside the town from my site in Richardson Street, not in the main street, to my present site on the Great Southern Highway. I agreed to do this on condition that the Shire contract with me that all future veterinary practices would also be required to establish outside the town boundary. Since 1980, each of the many new veterinary practices to come to Katanning in the last 40 years, have been located outside the town-boundary and thus all competed with the existing Katanning owned-and-operated practice on equal footing. However, because Katanning cannot support two veterinary practices, each of these practices subsequently closed – including one operated by the current owner of the Kojonup practice.

For more than 40 years, the Shire of Katanning honored the agreement, but in 2015, it disregarded public health concerns and its agreement with me and allowed a Kojonup owned-and-operated practice to establish in the main street, Clive Street, right next to the Commonwealth Bank. In addition, the Shire of Katanning provided this practice with a financial subsidy, in the form of reclaimable vouchers for surgical procedures including cat and dog sterilisations. The Katanning Shire did not offer this to the Katanning owned-and-operated practice.

There is no reasonable explanation as to why the Shire of Katanning would demonstrate such bias against a Katanning ratepayer in favour of a Kojonup ratepayer, which begs the question: Who exactly does the Shire of Katanning represent?

Now, the Kojonup practice is asking the Katanning Shire to approve its request to expand the practice to include on-site treatment of livestock and horses – thus bringing horse floats, trucks and livestock carriers into the main street of Katanning. As well as an unacceptable heavy transport presence within the CBD, approving this request also breaches the Shire's public health responsibilities to the residents of Katanning.

Nowhere within the South West region of WA, does any town or regional center allow even small animal veterinary practices in the main street of town – with the only exceptions being Kojonup and now the Shire of Katanning – and Shires, City and Town Councils have moved all noxious animal activities such as dog pounds, livestock sale-yards, abattoirs and veterinary practices well outside central business districts.

Since the beginning of the 21st Century there have been an increasing number of animal-to-human diseases; Currently in Australia, rural communities are experiencing outbreaks of zoonotic diseases – Q Fever (livestock to human), Toxoplasmosis (cat to human) and tick-borne Borrelia infection, better known as Lyme Disease.

In 2015, the same year the Katanning Shire broke its agreement with me and established the Kojonup veterinary clinic in the main street of town, the American Department of Agriculture estimated that approximately **75% of all newly emerging infectious diseases affecting humans are diseases of animal origin**. This new proposal from the Kojonup veterinary practice greatly increases this risk and totally disregards the Shire's responsibility to the public health of Katanning residents.

It is a clearly backward step and one which I strenuously oppose and hope others in this community will oppose.

Yours sincerely,

Dr. John A. L. Maxwell

BVSc, MVS, PhD, MACVs, MRCVS, MAO/ASIF

Veterinary Consultant & Surgeon, Specialising in Clinical Practice

Katanning Regional Veterinary Hospital (Established 1975)

If you object to;

- The increased Public Health risk to Katanning residents and visitors,
- Livestock transport vehicles, horse floats, large trailers and etc in Clive Street,
- The Katanning Shire continuing to promote a Kojonup business at the expense of a Katanning business,

Please write your name, address and signature at the bottom of this form and deliver it to the Katanning Shire office (PO Box 130 Katanning) or to the Katanning Regional Veterinary Hospital.

Please note, the Shire will only accept written objections and these must be received by 24th May 2018

Name

Address

Signature

Had Delivered to
Shire Office
9 of 10 individual
OBJECTIONS
Logged 22 May 18

Attachment E

10.1.1

TO THE SHIRE OF KATANNING

SHIRE OF KATANNING

WE THE UNDERSIGNED OBJECT TO THE PROPOSAL BY THE KOJONUP
VET CLINIC IN CLIVE STREET, TO ERECT A FACILITY TO TREAT
LIVESTOCK AND HORSES IN THE MIDDLE OF TOWN.

Lisa Shalders

101 TUDHOPEST WAGEN

[Signature]

10.1.2

| BRIDGE | BRIDGE | ITEM DESCRIPTION | WORK REQUIRED | PRIORITY CODE | COMMENTS | | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 |
|--------------------|--------|--------------------------------------|---------------|---------------|--|---|-------------|-------------|--------------|--------------|-------------|
| Clive Street Drain | 652 | Clear Debris and Vegetation | Y | 3 | Clear vegetation to both entrances and rubble through both inverts | Shire to undertake under normal maintenance | \$ | \$ | \$ | \$ | \$ |
| | 652 | Deck Surface Maintenance | y | 3 | Resurface Approaches due to slight depression to both approaches. 564m ² Asphalt. | Obtain quotation for works | | | | \$ 17,484.00 | |
| | 652 | Control Corrosion | Y | 3 | Clean and paint all steelwork | Wait for review on next report | | | | | |
| | 652 | Peir Repair | Y | 1 | Concrete repairs to spalling areas to both faces of peir wall | Obtain quotation for works | | | \$ 90,000.00 | | |
| | 652 | Services-Repair | Y | 1 | Heavy concrete manhole cover requires resetting as it is protruding into the carriageway | Chase up WC to repair | COMPLETED | | | | |
| | 652 | Wing Wall-Repair | Y | 2 | Seal heavy cracking above service pipe, abutment 2 LHS wing wall. | Obtain quotation for works | | | \$ 30,000.00 | | |
| Daping Creek | 4292 | Clear Debris and Vegetation | Y | 1 | Remove farm fencing form corners (wire,mesh) and clear vegetation | Shire to undertake under normal maintenance | \$ 500.00 | | | | |
| | 4292 | Drainage-Maintain | Y | 1 | Small tree on LHS require clearing | Shire to undertake under normal maintenance | \$ 1,000.00 | | | | |
| | 4292 | Deck Surface- Maintain | Y | 2 | Repair bitumen seal abutment 1 RHS. Dips at both ends. 266m ² | Obtain quotation for works | | | | | \$ 7,980.00 |
| Warren Road Bridge | 4291 | Bridge-Monitor Defect | Y | 3 | Monitor cracking and spalling to plank 12, both spans | Wait for review on next report | | | | | |
| | 4291 | Bridge - Clear Debris and Vegetation | Y | 2 | Clear grass growth and silt along the waterway area | Shire to undertake under normal maintenance | | | | | |
| | 4291 | Deck Joint - Maintain | Y | 2 | Seal cracking to the deck joint | Shire to undertake under normal maintenance | | \$ 100.00 | | | |
| | 4291 | Guardrail - Maintain/Repair | Y | 2 | Repair guardrail posts | Obtain quotation for works | | \$ 1,000.00 | | | |
| | 4291 | Kerb-Repair (Minor)-Non structural | Y | 2 | Repair cracking to the kerbs | Obtain quotation for works | | | \$ 1,000.00 | | |

| PRIORITY CODE |
|--------------------------|
| 1-High Priority |
| 2-Medium Priority |
| 3-Low Priority (monitor) |
| |
| Contractor |
| Shire |

| INDICATIVE TIMEFRAME |
|--|
| Within 3 Years |
| Within 4-6 years |
| Assess again at next Detailed Inspection |

RATE SETTING STATEMENT

For the period ended 30 June 2018

| Operating | 2017/18 Adopted Budget \$ | 2017/18 YTD Budget \$ | 2017/18 YTD Actual \$ |
|---|--|--|--|
| Revenue | | | |
| General Purpose Funding | (1,229,685) | (1,226,962) | (2,335,938) |
| Governance | (4,586,551) | (4,679,680) | (123,987) |
| Law, Order, Public Safety | (201,235) | (201,235) | (166,742) |
| Health | (3,916) | (3,916) | (5,481) |
| Education and Welfare | (80,250) | (94,877) | (94,193) |
| Housing | (180,669) | (180,669) | (216,380) |
| Community Amenities | (2,699,541) | (2,699,541) | (962,344) |
| Recreation and Culture | (546,610) | (591,714) | (529,635) |
| Transport | (4,074,404) | (4,074,404) | (2,800,491) |
| Economic Services | (676,663) | (753,363) | (907,381) |
| Other Property and Services | (65,500) | (65,500) | (116,096) |
| | (14,345,024) | (14,571,861) | (8,258,668) |
| Expenses | | | |
| General Purpose Funding | 131,716 | 151,716 | 154,595 |
| Governance | 1,076,098 | 1,133,174 | 1,382,689 |
| Law, Order, Public Safety | 445,972 | 459,472 | 416,297 |
| Health | 140,349 | 140,349 | 117,576 |
| Education and Welfare | 464,299 | 481,299 | 464,749 |
| Housing | 241,908 | 241,908 | 223,404 |
| Community Amenities | 1,202,966 | 1,272,466 | 1,279,500 |
| Recreation & Culture | 2,935,492 | 3,116,592 | 3,408,565 |
| Transport | 5,228,713 | 5,504,213 | 4,932,858 |
| Economic Services | 1,251,395 | 1,371,095 | 1,291,217 |
| Other Property and Services | 62,194 | 102,194 | (460,952) |
| | 13,181,102 | 13,974,478 | 13,210,498 |
| (Surplus)/Deficit after Operating Expenses | (1,163,922) | (597,383) | 4,951,830 (3,306,838) |
| Adjustments for Cash Budget Requirements: | | | |
| Add Back Non-Cash Expense and Revenue | | | |
| Amherst Reducing Equity | 0 | 0 | 13,059 |
| Movement in Accrued Salaries & Wages | 0 | 0 | 20,046 |
| Movement in Accrued Interest | 0 | 0 | 343 |
| Movement in Employee Benefit Provisions | 0 | 0 | 0 |
| Movements in Pensioner Rates and ESL | 0 | 0 | 0 |
| Rounding | 0 | 0 | 0 |
| Profit/(Loss) on Asset Disposals | 7,735 | 7,735 | 244,595 |
| Depreciation on Assets | (2,964,909) | (3,568,909) | 0 |
| Nett Operating excluding non-cash items | (4,121,096) | (4,158,557) | 5,229,873 |
| Capital Expenditure and Revenue | | | |
| Movement in Works in Progress | 0 | 0 | 0 |
| Purchase Land and Buildings | 16,545,134 | 16,599,134 | 3,259,632 |
| Purchase Equipment & Furniture/Fittings | 63,192 | 71,192 | 87,762 |
| Purchase Plant & Motor Vehicles | 1,050,447 | 1,050,447 | 511,968 |
| Purchase Infrastructure Assets | 1,667,384 | 1,667,384 | 1,462,588 |
| Proceeds from Disposal of Assets | (417,273) | (417,273) | (244,045) |
| Amherst Refundable Deposits Expenses | 0 | 0 | 0 |
| Amherst Refundable Deposits Income/Expense | 0 | 0 | 0 |
| Repayment of Debentures | 172,919 | 172,919 | 85,643 |
| Proceeds from New Debentures | (3,500,000) | (3,500,000) | 0 |
| Self-Supporting Loan Principal Income | 0 | 0 | 0 |
| Transfers to Reserves (Restricted Assets) | 384,975 | 673,718 | 115,755 |
| Transfers from Reserves (Restricted Assets) | (1,898,830) | (2,043,371) | 0 |
| Estimated (Surplus)/Deficit from prior year | (5,815,404) | (5,815,404) | (5,889,670) |
| Surplus/Deficit Carried Forward | 0 | 92,866 | (6,136,047) |
| Amount Required to be Raised from Rates | 4,131,448 | 4,207,323 | 10,755,552 |



STATEMENT OF COMPREHENSIVE INCOME BY PROGRAMME

For the period ended 30 June 2018

| | 2017/18 Adopted Budget \$ | 2017/18 YTD Budget \$ | 2017/18 YTD Actual \$ | Variances the greater of +/- 10% or \$10k YTD Budget | Brief Explanation |
|------------------------------|------------------------------------|--------------------------------|--------------------------------|---|---|
| Operating Income | | | | | |
| General Purpose Funding | (5,001,685) | (4,988,962) | (6,097,163) | 22% | Advance payment of 2018/19 Financial Assistance Grant |
| Governance | (4,837,551) | (4,930,680) | (265,760) | -95% | Timing of OCDF drawdowns. |
| Law, Order, Public Safety | (201,235) | (201,235) | (166,742) | -17% | Contributions & reimbursements for CESM less than budgeted due to work performed for and paid directly by DFES. |
| Health | (3,916) | (3,916) | (5,481) | NO | |
| Education and Welfare | (80,250) | (94,877) | (94,193) | NO | |
| Housing | (180,669) | (180,669) | (216,380) | 20% | Income from Staff Housing greater than budgeted. |
| Community Amenities | (2,699,541) | (2,699,541) | (962,344) | -64% | Timing of CLGF Regional Waste Initiative. |
| Recreation and Culture | (546,610) | (591,714) | (529,635) | -10% | KLC memberships less than budgeted and RSL contribution not yet received. |
| Transport | (4,240,677) | (4,240,677) | (2,922,309) | -31% | Timing of WANDRRA claims, Regional Road Group Funding & Direct Road Grant. |
| Economic Services | (676,663) | (753,363) | (907,381) | 20% | Saleyard fees greater than budgeted. |
| Other Property and Services | (65,500) | (65,500) | (116,096) | 77% | Private Works greater than budgeted. |
| | <u>(18,534,297)</u> | <u>(18,751,134)</u> | <u>(12,283,484)</u> | | |
| Operating Expenditure | | | | | |
| General Purpose Funding | 131,716 | 151,716 | 154,599 | NO | Timing of rates legal expenses. Anticipate higher than budgeted. |
| Governance | 1,076,098 | 1,133,174 | 1,382,689 | 22% | Timing of administration allocation. |
| Law, Order, Public Safety | 445,972 | 459,472 | 416,297 | -9% | Bush Fire Brigade grant expenditure lower than budgeted. |
| Health | 140,349 | 140,349 | 117,576 | -16% | Timing of EHO Contractor payment. |
| Education and Welfare | 464,299 | 481,299 | 464,749 | -3% | |
| Housing | 241,908 | 241,908 | 223,404 | -8% | |
| Community Amenities | 1,202,966 | 1,272,466 | 1,279,500 | NO | |
| Recreation and Culture | 2,935,492 | 3,116,592 | 3,408,565 | 9% | Depreciation on buildings greater than budgeted due to fair value revaluations in 2016/1 |
| Transport | 5,228,713 | 5,504,213 | 4,932,858 | -10% | June depreciation has not yet been processed: finalisation of WANDRRA claim. |
| Economic Services | 1,251,395 | 1,371,095 | 1,291,217 | -6% | Depreciation on buildings greater than budgeted due to fair value revaluations in 2016/1 |
| Other Property and Services | 62,194 | 102,194 | (460,952) | -551% | Timing of plant recovery allocations. |
| | <u>13,181,102</u> | <u>13,974,478</u> | <u>13,210,502</u> | | |
| NET RESULT | (5,353,195) | (4,776,656) | 927,018 | | |



STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

For the period ended 30 June 2018

| | 2017/18 Adopted Budget \$ | 2017/18 YTD Budget \$ | 2017/18 YTD Actual \$ |
|---|------------------------------------|--------------------------------|--------------------------------|
| Operating Income | | | |
| Rates | (3,772,000) | (3,762,000) | (3,762,820) |
| Operating Grants, Subsidies & Contributions | (4,648,423) | (4,718,260) | (4,414,766) |
| Capital Grants, Subsidies & Contributions | (7,271,413) | (7,278,413) | (969,291) |
| Service Charges | - | - | - |
| Profit on Asset Disposals | (90,101) | (90,101) | (81,736) |
| Proceeds on Disposals | (417,273) | (417,273) | (263,591) |
| Realisation on Disposals | 417,273 | 417,273 | 244,045 |
| Fees & Charges | (2,047,374) | (2,102,374) | (2,153,199) |
| Interest Earnings | (424,280) | (424,280) | (396,486) |
| Other Revenue | (280,706) | (375,706) | (485,637) |
| Non Cash Income | - | - | - |
| | (18,534,297) | (18,751,134) | (12,283,481) |
| Operating Expenditure | | | |
| Employee Costs | 4,478,406 | 4,498,482 | 4,274,832 |
| Materials & Contracts | 4,617,383 | 4,733,583 | 3,853,369 |
| Utilities | 390,711 | 425,211 | 412,946 |
| Depreciation | 2,964,909 | 3,587,509 | 4,095,839 |
| Loss on Asset Disposals | 82,366 | 82,366 | 16,482 |
| Insurance | 291,306 | 291,306 | 291,960 |
| Interest | 22,159 | 22,159 | 12,425 |
| Other | 333,862 | 333,862 | 252,646 |
| Non Cash Expense | - | - | - |
| | 13,181,102 | 13,974,478 | 13,210,500 |
| NET RESULT | (5,353,195) | (4,776,656) | 927,018 |



SUMMARY OF CAPITAL TRANSACTIONS BY SCHEDULE

For the period ended 30 June 2018

| | 2017/18 Adopted Budget \$ | 2017/18 YTD Budget \$ | 2017/18 YTD Actual \$ | Variances the greater of +/- 10% or \$10k YTD Budget | Brief Explanation |
|--|------------------------------------|--------------------------------|--------------------------------|---|---|
| Capital Income (Inc. Loans & Reserves) | | | | | |
| General Purpose Funding | 0 | 0 | 0 | NO | |
| Governance | (1,273,274) | (4,773,274) | (2,500,000) | -48% | Transfer from Reserve not completed, Partial drawdown on budgeted loan |
| Law, Order, Public Safety | 0 | 0 | 0 | NO | |
| Health | 0 | 0 | 0 | NO | |
| Education and Welfare | 0 | 0 | 0 | NO | |
| Housing | 0 | (96,950) | (125,014) | 29% | Deposit rec'd - licence to occupy unit at Amherst Village |
| Community Amenities | 0 | 0 | 0 | NO | |
| Recreation and Culture | 0 | 0 | 0 | NO | |
| Transport | (352,000) | (352,000) | 0 | -100% | Timing of disposal of plant. |
| Economic Services | (273,556) | (273,556) | 0 | -100% | Sale Yards Reserve transfer not completed. |
| Other Property and Services | 0 | 0 | 0 | NO | |
| | <u>(1,898,830)</u> | <u>(5,495,780)</u> | <u>(2,625,014)</u> | | |
| Capital Expenditure (Inc. Loans & Reserves) | | | | | |
| General Purpose Funding | 25,000 | 25,000 | 0 | -100% | Transfer to GRV Revaluation Reserve not completed to date. |
| Governance | 15,086,736 | 15,102,654 | 3,378,394 | -78% | Capital projects - Administration Building, Early Childhood Hub, Welcome Precinct & Piesse Lake Development |
| Law, Order, Public Safety | 95,962 | 95,962 | 28,129 | -71% | Capital projects - Pound |
| Health | 0 | 0 | 0 | NO | |
| Education and Welfare | 0 | 0 | 0 | NO | |
| Housing | 54,770 | 179,770 | 149,292 | -17% | Refund of Amherst Village capital deposit. |
| Community Amenities | 1,853,199 | 1,853,199 | 8,275 | -100% | Capital projects - Regional Waste Initiative |
| Recreation and Culture | 232,080 | 336,080 | 122,716 | -63% | Capital projects - RSL/Light Horse Monument |
| Transport | 2,426,134 | 2,426,134 | 1,961,659 | -19% | Timing of roads program work; rebudgeted 2018/19. |
| Economic Services | 167,995 | 207,995 | 25,732 | -88% | Saleyards equipment purchases rebudgeted for 2018/19. |
| Other Property and Services | 0 | 0 | 0 | NO | |
| | <u>19,941,876</u> | <u>20,226,794</u> | <u>5,674,198</u> | | |



RECONCILIATION OF OPERATING/CAPITAL TRANSACTIONS TO SURPLUS/DEFICIT

For the period ended 30 June 2018

| | 2017/18 Adopted Budget INCOME | 2017/18 Adopted Budget EXPENDITURE | 2017/18 YTD Actual INCOME | 2017/18 YTD Actual EXPENDITURE |
|--|--|---|------------------------------------|---|
| Total Operating & Capital | (20,433,127) | 33,122,978 | (14,907,948) | 18,884,698 |
| (Surplus)/Deficit b/fwd 30June | <u>(5,815,404)</u> (26,248,531) | <u>33,122,978</u> | <u>(5,926,686)</u> (20,834,635) | <u>18,884,698</u> |
| Income/Expenditure adjustments | | | | |
| a) Asset Depreciation Charge | | (2,964,909) | | 0 |
| b) Profit/(Loss) on Sale of Assets | 90,101 | (82,366) | 244,595 | 0 |
| d) Movement in Accrued Salaries | | 0 | | 20,046 |
| e) Movement in Accrued Interest | | 0 | | 343 |
| f) Adj to Leave Provisions | | 0 | | 0 |
| g) Incoming/outgoing Amherst Tenants | | 0 | | 41,109 |
| h) Proceeds from Sale of Asset | (417,273) | | (244,045) | |
| i) Plus Proceeds from New Loans | (3,500,000) | | 0 | |
| j) Work In Progress | | | | 0 |
| k) Movement in Deferred Pensioner rates | | | | 0 |
| l) Movement in Deferred Pensioner ESL | | | | 0 |
| | <u>(30,075,703)</u> | <u>30,075,703</u> | <u>(20,834,085)</u> | <u>18,946,196</u> |
| General Operating Surplus/(Deficit) | | 0 | | 1,887,889 |
| | <u>(30,075,703)</u> | <u>30,075,703</u> | <u>(20,834,085)</u> | <u>20,834,085</u> |



NET CURRENT FUNDING POSITION

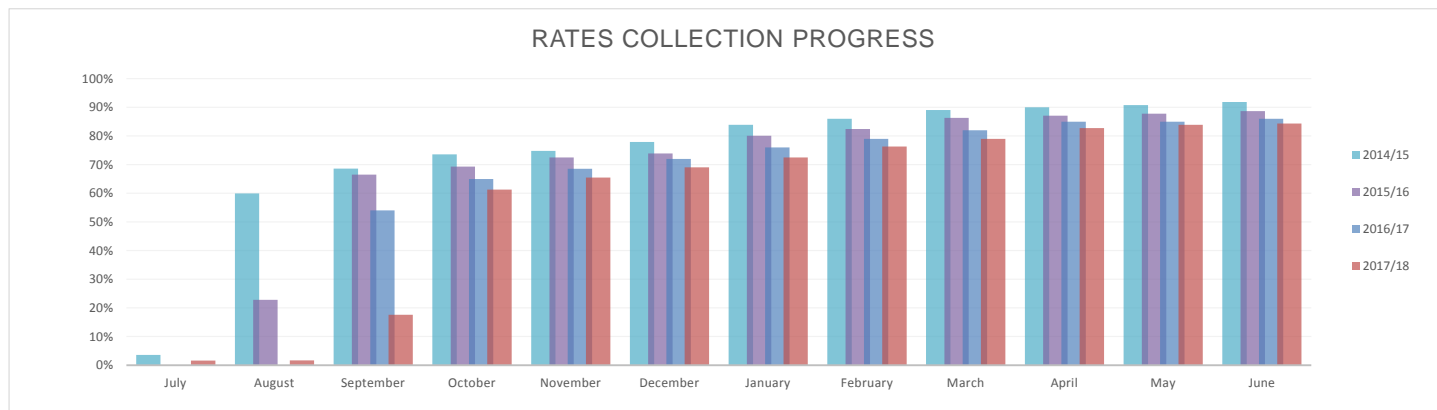
For the period ended 30 June 2018

| | 2017/18 YTD Actual \$ |
|---------------------------------------|--------------------------------|
| CURRENT ASSETS | |
| Cash - Unrestricted Muni | 4,826,088 |
| Cash - Restricted Muni | 17,980,761 |
| Cash - Restricted | 0 |
| Cash - Reserves | 9,307,198 |
| Receivables - Rates & Sanitation | 700,247 |
| Receivables - Other | 1,004,588 |
| Prepaid Expenses | 250 |
| Inventories | 25,308 |
| | <hr/> 33,844,438 |
| LESS: CURRENT LIABILITIES | |
| Creditors & Accruals | (18,564,685) |
| Provisions | 0 |
| | <hr/> (18,564,685) |
| LESS: CASH RESTRICTED/RESERVES | (9,307,198) |
| LESS: CASH COMMITTED | |
| LESS: TRUST MOVEMENT | 163,492 |
| NET CURRENT FUNDING POSITION | <hr/> <hr/> 6,136,047 |

SUMMARY OF RATES AND SERVICE CHARGES

As at 30 June 2018

| | | | | |
|---------|--|-------------------------|---|-----------------------|
| 2017/18 | Rates & charges levied | \$4,595,203 | | |
| | Less discount granted | (\$43,199) | | |
| | Arrears as at 1 July 2017 | \$661,106 | | |
| | Less collections | (\$4,395,404) | | |
| | TOTAL RATES & CHARGES OUTSTANDING | \$817,706 | PERCENTAGE COLLECTED TO DATE | 84.31% |
| | Less pensioner deferred rates | \$173,736 | Percentage deferred rates outstanding | 4.74% |
| | NET RATES COLLECTABLE | \$643,970 | PERCENTAGE NET RATES COLLECTABLE | 10.94% |
| | | <u>\$817,706</u> | | <u>100.00%</u> |

COMPARATIVE PERCENTAGE OF RATES COLLECTED MONTHLY

| Financial Year | 2008/09 | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15 | 2015/16 | 2016/17 | 2017/18 | Average |
|------------------|------------|------------|-----------|-----------|------------|------------|------------|-----------|------------|------------|------------|
| Due Date | 12/09/2008 | 10/09/2009 | 3/09/2010 | 1/09/2011 | 30/08/2012 | 30/08/2013 | 29/08/2014 | 9/09/2015 | 30/09/2016 | 16/10/2017 | Collection |
| July | 2% | 0% | 0% | 2% | 2% | 0% | 4% | 0% | 0% | 2% | 1% |
| August | 17% | 20% | 39% | 51% | 62% | 54% | 60% | 23% | 0% | 2% | 33% |
| September | 62% | 66% | 66% | 66% | 68% | 62% | 69% | 67% | 54% | 18% | 60% |
| October | 64% | 69% | 70% | 69% | 72% | 73% | 74% | 69% | 65% | 61% | 69% |
| November | 71% | 74% | 73% | 72% | 75% | 75% | 75% | 73% | 69% | 66% | 72% |
| December | 74% | 76% | 76% | 75% | 77% | 77% | 78% | 74% | 72% | 69% | 75% |
| January | 77% | 78% | 82% | 81% | 81% | 83% | 84% | 80% | 76% | 72% | 79% |
| February | 81% | 79% | 84% | 83% | 83% | 85% | 86% | 82% | 79% | 76% | 82% |
| March | 84% | 83% | 87% | 87% | 87% | 89% | 89% | 86% | 82% | 79% | 85% |
| April | 85% | 84% | 88% | 88% | 89% | 89% | 90% | 87% | 85% | 83% | 87% |
| May | 87% | 86% | 88% | 90% | 90% | 90% | 91% | 88% | 85% | 84% | 88% |
| June | 88% | 88% | 89% | 91% | 91% | 92% | 92% | 89% | 86% | 84% | 89% |

As at 30 June 2018

| GL A/c | IE | Project No. | Program/Details | Source | Gov't | 2017/18 Original Budget | Additional Grants | Variations/ Deferred | Revised Grant Available | Recoup Status | |
|---|----|-------------|---|---|-------------|-------------------------------|----------------------|-------------------------|-------------------------------|-----------------------|-------------------------------|
| | | | | | | | | | | Received/ Invoiced | Not Received/ Not Invoiced |
| Sch 3 - GENERAL PURPOSE INCOME | | | | | | | | | | | |
| General Purpose Grants | | | | | | | | | | | |
| 0181 | 38 | | General Purpose Grant (Gpf) | Grants Commission | State | 683,654 | | | 683,654 | 1,446,381 | (762,727) |
| 0201 | 38 | | Untied Road Grant (Gpf) | Grants Commission | State | 221,408 | | | 221,408 | 491,063 | (269,655) |
| Sch 4 - GOVERNANCE | | | | | | | | | | | |
| SuperTowns Project Summary | | | | | | | | | | | |
| 2636 | 41 | 201213-001 | Supertown Funding - Faa2 | State Revenue Dept | State | 636,130 | | | 636,130 | 0 | 636,130 |
| 2646 | 41 | | Early Childhood Hub Grant Funds | Dept Regional Development | State | 3,890,475 | | | 3,890,475 | 0 | 3,890,475 |
| 2660 | 41 | | Welcome Precinct Grant Funds (St) | Dept Regional Development | State | 0 | | | 0 | 0 | 0 |
| 2661 | 41 | | Piesse Lake Development Grant Funds | Dept Regional Development | State | 0 | | | 0 | 0 | 0 |
| 2665 | 41 | | Main St Stage 2 Grant Funds | Regional Development & Lands | State | 54,965 | | | 54,965 | 0 | 54,965 |
| Sch 5 - LAW, ORDER, PUBLIC SAFETY | | | | | | | | | | | |
| Fire Prevention | | | | | | | | | | | |
| 1725 | 38 | | Bfb Lggs Income | FESA | State | 27,773 | | | 27,773 | 27,773 | 1 |
| 1726 | 37 | | Contributions & Reimbursements (Cesm) | FESA/Other Shire | State/Other | 124,518 | | | 124,518 | 101,579 | 22,939 |
| Sch 8 - EDUCATION & WELFARE SERVICES | | | | | | | | | | | |
| Community Development & Other Welfare | | | | | | | | | | | |
| 3167 | 37 | | Youth Activity Grant Income | Dept Child Protection | State | 32,000 | | | 32,000 | 31,734 | 266 |
| 3173 | 37 | | Seniors Week Grant Income | COTAWA | Other | 1,000 | | | 1,000 | 1,000 | 1,000 |
| 3174 | 38 | | National Youth Week Grant Income (Cdw) | Dept Communities | State | 1,000 | | | 1,000 | 0 | 1,000 |
| 4337 | 37 | | Harmony Festival Income Grant | Lotterywest | Other | 20,000 | | | 20,000 | 30,000 | (10,000) |
| 4337 | 37 | | Harmony Festival Income Grant | Sponsorship | Other | 1,000 | | | 1,000 | 17,818 | (16,818) |
| 4337 | 38 | | Harmony Festival Income Grant | Dept Communities | State | 5,000 | | | 5,000 | 5,000 | 0 |
| 4337 | 38 | | Harmony Festival Income Grant | Healthway | State | 5,000 | | | 5,000 | 0 | 5,000 |
| 4333 | 38 | | Thank-a Volunteer Day Grant | Dept Communities | State | 0 | | | 0 | 0 | 0 |
| 4333 | 38 | | Disability Awareness Week Grant Income | Dept Communities | State | 1,000 | | | 1,000 | 1,000 | 0 |
| 5334 | 38 | | Traineeship Grant/Subsidy (Cdw) | Dept Local Govt, Sport & Cultural Interests | State | 2,273 | | | 2,273 | 0 | 2,273 |
| 5334 | 37 | | Path Internship (Cdw) | Great Southern Personnel | Other | 0 | | | 0 | 909 | (909) |
| Health Insp & Administration | | | | | | | | | | | |
| 4344 | 37 | | All Ways 5 Days Project Income (Cdw) | Dept Prime Minister & Cabinet | Federal | 0 | | | 0 | 5,808 | (5,808) |
| Sch 11 - RECREATION AND CULTURE | | | | | | | | | | | |
| Katanning Leisure Centre | | | | | | | | | | | |
| 6403 | 38 | | Traineeship Grant/Subsidy (Klc) | Dept Local Govt, Sport & Cultural Interests | State | 4,040 | | | 4,040 | 0 | 4,040 |
| Other Recreation and Sport | | | | | | | | | | | |
| 1283 | 38 | | Club Development Initiative Grant Income (Ors) | Dept Rec & Sport | State | 20,000 | | | 20,000 | 20,000 | 0 |
| 1283 | 38 | | Community Water Supply Program Grant Income (Ors) | Dept Water | State | 10,000 | | | 10,000 | 10,000 | 0 |
| 3923 | 38 | | Grant Income - Kidsport | Dept Rec & Sport | State | 16,000 | | | 16,000 | 11,546 | 4,454 |
| Library | | | | | | | | | | | |
| 4183 | 38 | | Traineeship Grant/Subsidy (Lib) | Dept Local Govt, Sport & Cultural Interests | State | 750 | | | 750 | 0 | 750 |
| Sch 10 - COMMUNITY AMENITIES | | | | | | | | | | | |
| Sanitation-Household Refuse | | | | | | | | | | | |
| 2700 | 41 | | Cldg Regional Re Regional Waste Initiative Income | Regional Development & Lands | State | 1,743,367 | | | 1,743,367 | 0 | 1,743,367 |
| Sch 12 - TRANSPORT | | | | | | | | | | | |
| Construction/Maintenance Sts, Rds, Bridges | | | | | | | | | | | |
| 4631 | 41 | | Regional Road Group Funding (Crbd) | Dept Plan & Infrastructure | State | 494,000 | | | 494,000 | 494,000 | 0 |
| 5051 | 44 | | Roads To Recovery Funding (Crbd) | Dept of Transport (Federal) | Federal | 440,736 | | | 440,736 | 440,736 | 0 |
| Mtce. Roads, Bridges, Depots | | | | | | | | | | | |
| 4911 | 38 | | Direct Road Grant (Mrbd) | Main Roads Dept | State | 65,938 | | | 65,938 | 65,938 | 0 |
| 4941 | 38 | | Street Light Subsidy | Main Roads Dept | State | 2,006 | | | 2,006 | 0 | 2,006 |
| 4981 | 38 | | Wandrra Claims (Mrbd) | Main Roads Dept | State | 3,052,750 | | | 3,052,750 | 1,718,127 | 1,334,623 |
| Transport Licensing | | | | | | | | | | | |
| 1103 | 37 | | Commissions & Contributions (Tpl) | Department of Transport | State | 105,000 | | | 105,000 | 100,154 | 4,846 |
| Aerodromes | | | | | | | | | | | |
| 5284 | 38 | | Rads Grant (Aero) | Department of Transport | State | 13,000 | | | 13,000 | 13,000 | 0 |
| Sch 13 - ECONOMIC SERVICES | | | | | | | | | | | |
| Economic Development | | | | | | | | | | | |
| 5877 | 38 | | Business Activation Project Grant Income | Building Better Regions Fund | Federal | 40,000 | | | 40,000 | 20,697 | 19,303 |
| Tourism & Area Promotion | | | | | | | | | | | |
| 8933 | 38 | | Hidden Treasures | Various | State | 68,755 | | | 68,755 | 78,793 | (10,038) |
| TOTAL - GRANTS | | | | | | 11,783,538 | 0 | 0 | 11,783,538 | 5,133,054 | 6,651,484 |

| By Program | Written Down Value | | Sale Proceeds | | Profit(Loss) | |
|---|--------------------|---------|---------------|---------|--------------|---------|
| | 2017/18 | 2017/18 | 2017/18 | 2017/18 | 2017/18 | 2017/18 |
| | Budget | Actual | Budget | Actual | Budget | Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Sch 4 - GOVERNANCE | | | | | | |
| Toyota Prado VX Wagon | 49,034 | 0 | 53,000 | 0 | 3,966 | 0 |
| Mitsubishi MQ Triton 4x4 Exceed | 21,206 | 0 | 28,000 | 27,500 | 6,794 | 27,500 |
| Toyota Camry Atara SL Stn Wgn 2.5L | 17,538 | 0 | 25,000 | 0 | 7,462 | 0 |
| Colorado Trailblazer | 18,199 | 0 | 30,000 | 27,273 | 11,801 | 27,273 |
| Colorado Trailblazer | 28,367 | 0 | 32,000 | 33,818 | 3,633 | 33,818 |
| Mazda CX-5 2016 | 24,940 | 0 | 30,000 | 0 | 5,060 | 0 |
| Mazda CX-5 2015 | 23,326 | 0 | 21,000 | 20,000 | (2,326) | 20,000 |
| Colorado Trailblazer | 28,367 | 0 | 32,000 | 33,182 | 3,633 | 33,182 |
| Sch 12 -TRANSPORT | | | | | | |
| Cat Grader | 122,918 | 0 | 50,000 | | (72,918) | 0 |
| Isuzu Giga Tip Truck (Carry forward from 16/17) | 18,000 | 0 | 62,273 | 62,273 | 44,273 | 62,273 |
| Colorado Trailblazer | 28,958 | 0 | 32,000 | 35,455 | 3,042 | 35,455 |
| Mitsubishi Triton Dual Cab | 8,112 | 0 | 4,000 | | (4,112) | 0 |
| Ford Ranger | 9,010 | 0 | 6,000 | | (3,010) | 0 |
| Ford Ranger Ute | 11,563 | 0 | 12,000 | | 437 | 0 |
| Isuzu Road Sweeper | 0 | 0 | 0 | 4,545 | 0 | 4,545 |
| Sch 13 - ECONOMIC SERVICES | | | | | | |
| Sheep Loading Ramp | 0 | 0 | 0 | 550 | 0 | 550 |
| | 409,538 | 0 | 417,273 | 244,595 | 7,735 | 244,595 |

| By Class | Written Down Value | | Sale Proceeds | | Profit(Loss) | |
|---|--------------------|---------|---------------|---------|--------------|---------|
| | 2017/18 | 2017/18 | 2017/18 | 2017/18 | 2017/18 | 2017/18 |
| | Budget | Actual | Budget | Actual | Budget | Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ |
| MOTOR VEHICLES | | | | | | |
| Toyota Prado VX Wagon | 49,034 | 0 | 53,000 | 0 | 3,966 | 0 |
| Mitsubishi MQ Triton 4x4 Exceed | 21,206 | 0 | 28,000 | 27,500 | 6,794 | 27,500 |
| Toyota Camry Atara SL Stn Wgn 2.5L | 17,538 | 0 | 25,000 | 0 | 7,462 | 0 |
| Colorado Trailblazer | 18,199 | 0 | 30,000 | 27,273 | 11,801 | 27,273 |
| Colorado Trailblazer | 28,367 | 0 | 32,000 | 33,818 | 3,633 | 33,818 |
| Mazda CX-5 2016 | 24,940 | 0 | 30,000 | 0 | 5,060 | 0 |
| Mazda CX-5 2015 | 23,326 | 0 | 21,000 | 20,000 | (2,326) | 20,000 |
| Colorado Trailblazer | 28,367 | 0 | 32,000 | 33,182 | 3,633 | 33,182 |
| Colorado Trailblazer | 28,958 | 0 | 32,000 | 35,455 | 3,042 | 35,455 |
| Mitsubishi Triton Dual Cab | 8,112 | 0 | 4,000 | 0 | (4,112) | 0 |
| Ford Ranger | 9,010 | 0 | 6,000 | 0 | (3,010) | 0 |
| Ford Ranger Ute | 11,563 | 0 | 12,000 | 0 | 437 | 0 |
| PLANT | | | | | | |
| Cat Grader | 122,918 | 0 | 50,000 | 0 | (72,918) | 0 |
| Isuzu Giga Tip Truck (Carry forward from 16/17) | 18,000 | 0 | 62,273 | 62,273 | 44,273 | 62,273 |
| Isuzu Road Sweeper | 0 | 0 | 0 | 4,545 | 0 | 4,545 |
| | 409,538 | 0 | 417,273 | 244,045 | 7,735 | 244,045 |

| Summary | 2017/18 Budget \$ | 2017/18 Actual \$ |
|---------------------------|-------------------------|-------------------------|
| Profit on Asset Disposals | 90,101 | 244,595 |
| Loss on Asset Disposals | (82,366) | 0 |
| | 7,735 | 244,595 |

As at 30 June 2018

| GL A/C | Job | Description | Original Budget \$ | YTD Actual \$ | Equipment \$ | Motor Vehicles \$ | Plant \$ | Land & Buildings \$ | Roads \$ | Parks & Gardens \$ | Other Infrastructure \$ |
|---|------|---|--------------------------|---------------------|-----------------|-------------------------|-------------|---------------------------|-------------|--------------------------|-------------------------------|
| Sch 4 - GOVERNANCE | | | | | | | | | | | |
| Other Governance | | | | | | | | | | | |
| 0324 | | MOTOR VEHICLES | | | | | | | | | |
| | | Replacement Chief Executive Officer's vehicle | 65,000 | 0 | | 0 | | | | | |
| 0334 | | LAND & BUILDINGS | | | | | | | | | |
| | | New Administration Building | 6,191,329 | 2,030,899 | | | | 2,030,899 | | | |
| Elected Members | | | | | | | | | | | |
| 0304 | | EQUIPMENT | | | | | | | | | |
| | | Christmas Decorations | 12,563 | 11,570 | 11,570 | | | | | | |
| General Administration | | | | | | | | | | | |
| 2204 | | MOTOR VEHICLES | | | | | | | | | |
| | | Replacement pool vehicle | 35,000 | 36,542 | | 36,542 | | | | | |
| | | Replacement Executive Manager - Property & Assets vehicle | 37,000 | 36,170 | | 36,170 | | | | | |
| | | Replacement Manager of Finance vehicle | 35,000 | 36,541 | | 36,541 | | | | | |
| | | Replacement Executive Manager - Projects & Community Building vehicle | 37,000 | 36,541 | | 36,541 | | | | | |
| | | Replacement Councillor vehicle | 32,000 | (0) | | (0) | | | | | |
| 5994 | | EQUIPMENT | | | | | | | | | |
| | | Installation of Microwave Radio Network | 0 | 24,502 | 24,502 | | | | | | |
| SuperTown Project Summary | | | | | | | | | | | |
| | | LAND & BUILDINGS | | | | | | | | | |
| 2638 | | Supertown Project Faa2 | | 0 | | | | 0 | | | |
| 2648 | | Town Planning | 0 | 17,303 | | | | 17,303 | | | |
| 2649 | | Heritage Precinct | 0 | 0 | | | | 0 | | | |
| 2650 | | Town Centre | 0 | 0 | | | | 0 | | | |
| 2659 | | Early Childhood Hub | 5,376,317 | 191,079 | | | | 191,079 | | | |
| 2666 | | Clive Street Stage 2 | 0 | 59,877 | | | | 59,877 | | | |
| 2668 | | Piesse Lake | 1,442,694 | 337,497 | | | | 337,497 | | | |
| 2667 | | Welcome Precinct | 1,688,616 | 500,012 | | | | 500,012 | | | |
| Sch 5 - LAW, ORDER & PUBLIC SAFETY | | | | | | | | | | | |
| Animal Control | | | | | | | | | | | |
| 0476 | | LAND & BUILDINGS | | | | | | | | | |
| | C427 | Regional Super Pound - Regional Tip Site (Total Project \$70k Council Funded) | 67,833 | 0 | | | | 0 | | | |

10.2.1

| GL A/C | Job | Description | Original Budget \$ | YTD Actual \$ | Equipment \$ | Motor Vehicles \$ | Plant \$ | Land & Buildings \$ | Roads \$ | Parks & Gardens \$ | Other Infrastructure \$ |
|--|------|--|--------------------------|---------------------|-----------------|-------------------------|-------------|---------------------------|-------------|--------------------------|-------------------------------|
| Other Law, Order, Public Safety | | | | | | | | | | | |
| 1994 | | EQUIPMENT | | | | | | | | | |
| | | CCTV Upgrade - Town Square fixed cameras | 4,910 | 4,910 | 4,910.00 | | | | | | |
| | | CCTV Upgrade - Austral Tce South | 23,219 | 23,219 | 23,219.40 | | | | | | |
| Sch 10 - COMMUNITY AMENITIES | | | | | | | | | | | |
| Sanitation Household Refuse | | | | | | | | | | | |
| 2484 | | LAND & BUILDINGS | | | | | | | | | |
| | C421 | Regional Waste Initiative Stage 1 & 2 | 1,715,331 | 8,262 | | | | 8,262 | | | |
| Sch 11 - RECREATION & CULTURE | | | | | | | | | | | |
| Public Halls and Civic Centres | | | | | | | | | | | |
| 9454 | | LAND & BUILDINGS | | | | | | | | | |
| | C436 | Town Hall Façade | 0 | 3,116 | | | | 3,116 | | | |
| | | Town Hall - Carpet stairs & upper hall | 11,493 | 5,895 | | | | 5,895 | | | |
| Katanning Leisure Centre | | | | | | | | | | | |
| 1824 | | LAND & BUILDINGS | | | | | | | | | |
| | C418 | Gym/Aerobics Extension | 0 | 6,416 | | | | 6,416 | | | |
| | C454 | Air-Conditioning for Pioneer Room | 0 | 47,591 | | | | 47,591 | | | |
| Katanning Aquatic Centre | | | | | | | | | | | |
| 3304 | | EQUIPMENT | | | | | | | | | |
| | | Swimming Pool Chlorinator | 22,500 | 23,560 | 23,560 | | | | | | |
| Other Recreation & Sport | | | | | | | | | | | |
| 3094 | | LAND & BUILDINGS | | | | | | | | | |
| | | Katanning Non-Potable Water Supply Project | 25,521 | 24,885 | | | | 24,885 | | | |
| Sch 12 -TRANSPORT | | | | | | | | | | | |
| Road Plant Purchases | | | | | | | | | | | |
| 4964 | | MOTOR VEHICLES | | | | | | | | | |
| | | Replacement Director of Engineering Services vehicle | 37,000 | 40,986 | | 40,986 | | | | | |
| | | Replacement Refuse Site vehicle | 34,000 | 0 | | 0 | | | | | |
| | | Replacement Parks & Gardens vehicle | 34,000 | 0 | | 0 | | | | | |
| | | Replacement Mechanic vehicle | 34,000 | 0 | | 0 | | | | | |
| 4954 | | PLANT | | | | | | | | | |
| | | Replace Caterpillar Grader | 350,000 | 0 | | | 0 | | | | |
| | | Slip on Water Tank | 27,000 | 27,000 | | | 27,000 | | | | |
| | | Trailer Dolly | 25,000 | 20,336 | | | 20,336 | | | | |
| | | Replace Giga Tip Truck | 252,732 | 252,732 | | | 252,732 | | | | |
| | | Custom Built Trailer | 0 | 9,405 | | | 9,405 | | | | |

| GL A/C | Job | Description | Original Budget \$ | YTD Actual \$ | Equipment \$ | Motor Vehicles \$ | Plant \$ | Land & Buildings \$ | Roads \$ | Parks & Gardens \$ | Other Infrastructure \$ |
|-------------------------------------|------------------------|---|--------------------------|---------------------|-----------------|-------------------------|-------------|---------------------------|-------------|--------------------------|-------------------------------|
| 4954 | EQUIPMENT | | | | | | | | | | |
| | | Traffic counters x 3 - vehicle classify system | 15,715 | 15,715 | 15,715 | | | | | | |
| Constr. Roads Bridges Depots | | | | | | | | | | | |
| 4540 | PARKS & OVALS | | | | | | | | | | |
| | | Piesse Lake Improvement | 86,979 | 106,720 | | | | | | 106,720 | |
| 4460 | INFRASTRUCTURE - ROADS | | | | | | | | | | |
| | C620 | Clive Street Railway to Richardson Street - repairs sections of structural failure, drainage and reseal | 0 | 20 | | | | | 20 | | |
| | C630 | Warren Road - widening seal over crests | 0 | 0 | | | | | 0 | | |
| | C638 | Trimmer Road (SLK 0 - 7.83) | 0 | 0 | | | | | 0 | | |
| | C640 | Police Pools Road - Gravel Sheetting (Slk 0 - 5.67) | 0 | 3,374 | | | | | 3,374 | | |
| | C641 | Lake Coyrecup Road - Gravel sheetting | 0 | 0 | | | | | 0 | | |
| | C642 | Fairfield Road - Repair failed pavement & reseal to 6m (4.5 km) | 240,000 | 326,296 | | | | | 326,296 | | |
| | C643 | Dumbleyung Road - Repair failed pavement & reseal (1 km) | 126,000 | 54,715 | | | | | 54,715 | | |
| | C644 | Warren Road - Reconstruct & widen crests (4.66 km) | 300,000 | 258,475 | | | | | 258,475 | | |
| | C645 | Conroy Road - Repair failures & reseal (0.29 km) | 45,000 | 46,200 | | | | | 46,200 | | |
| | C646 | Andover Street (at Clive) - Reconstruct & reseal (0.1 km) | 65,000 | 31,946 | | | | | 31,946 | | |
| | C647 | Conning Road - Resheet (5.63 km) | 135,000 | 176,595 | | | | | 176,595 | | |
| | C648 | Hutton Road - Resheet (6.75 km) 1st section | 140,000 | 157,471 | | | | | 157,471 | | |
| | C649 | Cheviot Hills Road - Resheet (4.11 km) | 100,736 | 113,000 | | | | | 113,000 | | |
| | C650 | Illareen Road - Resheet (3.54 km) | 95,000 | 121,218 | | | | | 121,218 | | |
| | C651 | Braeside Road - Repair failures and seal (0.18 km) | 115,000 | 39,376 | | | | | 39,376 | | |
| | C652 | Laneway - St John Ambulance - Asphalt | 24,000 | 26,797 | | | | | 26,797 | | |
| Aerodromes | | | | | | | | | | | |
| 4074 | LAND & BUILDINGS | | | | | | | | | | |
| | | Katanning Airstrip fencing | 26,000 | 26,800 | | | | 26,800 | | | |
| Sch 13 - ECONOMIC SERVICES | | | | | | | | | | | |
| Saleyards & Markets | | | | | | | | | | | |
| 5844 | EQUIPMENT | | | | | | | | | | |
| | | Saleyards - Irrigation/Grey Water Pumps | 100,000 | 384 | | | | 0 | | | 384 |
| | | Saleyards - Renewable energy generation & storage | 50,000 | 0 | | | | 0 | | | |
| | | | | | | | | | | | |
| | | | 19,281,488 | 5,321,948 | 103,477 | 186,779 | 309,473 | 3,259,632 | 1,355,483 | 106,720 | 384 |



Shire of
Katanning
Heart of the Great Southern

Monthly Statement of Financial Activity
For the period ended
30 June 2018



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RATE SETTING STATEMENT

For the period ended 30 June 2018

| Operating | 2017/18 Adopted Budget \$ | 2017/18 YTD Budget \$ | 2017/18 YTD Actual \$ |
|---|--|--|--|
| Revenue | | | |
| General Purpose Funding | (1,229,685) | (1,226,962) | (2,335,938) |
| Governance | (4,586,551) | (4,679,680) | (123,987) |
| Law, Order, Public Safety | (201,235) | (201,235) | (166,742) |
| Health | (3,916) | (3,916) | (5,481) |
| Education and Welfare | (80,250) | (94,877) | (94,193) |
| Housing | (180,669) | (180,669) | (216,380) |
| Community Amenities | (2,699,541) | (2,699,541) | (962,344) |
| Recreation and Culture | (546,610) | (591,714) | (529,635) |
| Transport | (4,074,404) | (4,074,404) | (2,800,491) |
| Economic Services | (676,663) | (753,363) | (907,381) |
| Other Property and Services | (65,500) | (65,500) | (116,096) |
| | (14,345,024) | (14,571,861) | (8,258,668) |
| Expenses | | | |
| General Purpose Funding | 131,716 | 151,716 | 154,595 |
| Governance | 1,076,098 | 1,133,174 | 1,382,689 |
| Law, Order, Public Safety | 445,972 | 459,472 | 416,297 |
| Health | 140,349 | 140,349 | 117,576 |
| Education and Welfare | 464,299 | 481,299 | 464,749 |
| Housing | 241,908 | 241,908 | 223,404 |
| Community Amenities | 1,202,966 | 1,272,466 | 1,279,500 |
| Recreation & Culture | 2,935,492 | 3,116,592 | 3,408,565 |
| Transport | 5,228,713 | 5,504,213 | 4,932,858 |
| Economic Services | 1,251,395 | 1,371,095 | 1,291,217 |
| Other Property and Services | 62,194 | 102,194 | (460,952) |
| | 13,181,102 | 13,974,478 | 13,210,498 |
| (Surplus)/Deficit after Operating Expenses | (1,163,922) | (597,383) | 4,951,830 (3,306,838) |
| Adjustments for Cash Budget Requirements: | | | |
| Add Back Non-Cash Expense and Revenue | | | |
| Amherst Reducing Equity | 0 | 0 | 13,059 |
| Movement in Accrued Salaries & Wages | 0 | 0 | 20,046 |
| Movement in Accrued Interest | 0 | 0 | 343 |
| Movement in Employee Benefit Provisions | 0 | 0 | 0 |
| Movements in Pensioner Rates and ESL | 0 | 0 | 0 |
| Rounding | 0 | 0 | 0 |
| Profit/(Loss) on Asset Disposals | 7,735 | 7,735 | 244,595 |
| Depreciation on Assets | (2,964,909) | (3,568,909) | 0 |
| Nett Operating excluding non-cash items | (4,121,096) | (4,158,557) | 5,229,873 |
| Capital Expenditure and Revenue | | | |
| Movement in Works in Progress | 0 | 0 | 0 |
| Purchase Land and Buildings | 16,545,134 | 16,599,134 | 3,259,632 |
| Purchase Equipment & Furniture/Fittings | 63,192 | 71,192 | 87,762 |
| Purchase Plant & Motor Vehicles | 1,050,447 | 1,050,447 | 511,968 |
| Purchase Infrastructure Assets | 1,667,384 | 1,667,384 | 1,462,588 |
| Proceeds from Disposal of Assets | (417,273) | (417,273) | (244,045) |
| Amherst Refundable Deposits Expenses | 0 | 0 | 0 |
| Amherst Refundable Deposits Income/Expense | 0 | 0 | 0 |
| Repayment of Debentures | 172,919 | 172,919 | 85,643 |
| Proceeds from New Debentures | (3,500,000) | (3,500,000) | 0 |
| Self-Supporting Loan Principal Income | 0 | 0 | 0 |
| Transfers to Reserves (Restricted Assets) | 384,975 | 673,718 | 115,755 |
| Transfers from Reserves (Restricted Assets) | (1,898,830) | (2,043,371) | 0 |
| Estimated (Surplus)/Deficit from prior year | (5,815,404) | (5,815,404) | (5,889,670) |
| Surplus/Deficit Carried Forward | 0 | 92,866 | (6,136,047) |
| Amount Required to be Raised from Rates | 4,131,448 | 4,207,323 | 10,755,552 |



STATEMENT OF COMPREHENSIVE INCOME BY PROGRAMME

For the period ended 30 June 2018

| | 2017/18 Adopted Budget \$ | 2017/18 YTD Budget \$ | 2017/18 YTD Actual \$ | Variances the greater of +/- 10% or \$10k YTD Budget | Brief Explanation |
|------------------------------|------------------------------------|--------------------------------|--------------------------------|---|---|
| Operating Income | | | | | |
| General Purpose Funding | (5,001,685) | (4,988,962) | (6,097,163) | 22% | Advance payment of 2018/19 Financial Assistance Grant |
| Governance | (4,837,551) | (4,930,680) | (265,760) | -95% | Timing of OCDF drawdowns. |
| Law, Order, Public Safety | (201,235) | (201,235) | (166,742) | -17% | Contributions & reimbursements for CESM less than budgeted due to work performed for and paid directly by DFES. |
| Health | (3,916) | (3,916) | (5,481) | NO | |
| Education and Welfare | (80,250) | (94,877) | (94,193) | NO | |
| Housing | (180,669) | (180,669) | (216,380) | 20% | Income from Staff Housing greater than budgeted. |
| Community Amenities | (2,699,541) | (2,699,541) | (962,344) | -64% | Timing of CLGF Regional Waste Initiative. |
| Recreation and Culture | (546,610) | (591,714) | (529,635) | -10% | KLC memberships less than budgeted and RSL contribution not yet received. |
| Transport | (4,240,677) | (4,240,677) | (2,922,309) | -31% | Timing of WANDRRA claims, Regional Road Group Funding & Direct Road Grant. |
| Economic Services | (676,663) | (753,363) | (907,381) | 20% | Saleyard fees greater than budgeted. |
| Other Property and Services | (65,500) | (65,500) | (116,096) | 77% | Private Works greater than budgeted. |
| | <u>(18,534,297)</u> | <u>(18,751,134)</u> | <u>(12,283,484)</u> | | |
| Operating Expenditure | | | | | |
| General Purpose Funding | 131,716 | 151,716 | 154,599 | NO | Timing of rates legal expenses. Anticipate higher than budgeted. |
| Governance | 1,076,098 | 1,133,174 | 1,382,689 | 22% | Timing of administration allocation. |
| Law, Order, Public Safety | 445,972 | 459,472 | 416,297 | -9% | Bush Fire Brigade grant expenditure lower than budgeted. |
| Health | 140,349 | 140,349 | 117,576 | -16% | Timing of EHO Contractor payment. |
| Education and Welfare | 464,299 | 481,299 | 464,749 | -3% | |
| Housing | 241,908 | 241,908 | 223,404 | -8% | |
| Community Amenities | 1,202,966 | 1,272,466 | 1,279,500 | NO | |
| Recreation and Culture | 2,935,492 | 3,116,592 | 3,408,565 | 9% | Depreciation on buildings greater than budgeted due to fair value revaluations in 2016/1 |
| Transport | 5,228,713 | 5,504,213 | 4,932,858 | -10% | June depreciation has not yet been processed: finalisation of WANDRRA claim. |
| Economic Services | 1,251,395 | 1,371,095 | 1,291,217 | -6% | Depreciation on buildings greater than budgeted due to fair value revaluations in 2016/1 |
| Other Property and Services | 62,194 | 102,194 | (460,952) | -551% | Timing of plant recovery allocations. |
| | <u>13,181,102</u> | <u>13,974,478</u> | <u>13,210,502</u> | | |
| NET RESULT | (5,353,195) | (4,776,656) | 927,018 | | |



STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE

For the period ended 30 June 2018

| | 2017/18 Adopted Budget \$ | 2017/18 YTD Budget \$ | 2017/18 YTD Actual \$ |
|---|------------------------------------|--------------------------------|--------------------------------|
| Operating Income | | | |
| Rates | (3,772,000) | (3,762,000) | (3,762,820) |
| Operating Grants, Subsidies & Contributions | (4,648,423) | (4,718,260) | (4,414,766) |
| Capital Grants, Subsidies & Contributions | (7,271,413) | (7,278,413) | (969,291) |
| Service Charges | - | - | - |
| Profit on Asset Disposals | (90,101) | (90,101) | (81,736) |
| Proceeds on Disposals | (417,273) | (417,273) | (263,591) |
| Realisation on Disposals | 417,273 | 417,273 | 244,045 |
| Fees & Charges | (2,047,374) | (2,102,374) | (2,153,199) |
| Interest Earnings | (424,280) | (424,280) | (396,486) |
| Other Revenue | (280,706) | (375,706) | (485,637) |
| Non Cash Income | - | - | - |
| | (18,534,297) | (18,751,134) | (12,283,481) |
| Operating Expenditure | | | |
| Employee Costs | 4,478,406 | 4,498,482 | 4,274,832 |
| Materials & Contracts | 4,617,383 | 4,733,583 | 3,853,369 |
| Utilities | 390,711 | 425,211 | 412,946 |
| Depreciation | 2,964,909 | 3,587,509 | 4,095,839 |
| Loss on Asset Disposals | 82,366 | 82,366 | 16,482 |
| Insurance | 291,306 | 291,306 | 291,960 |
| Interest | 22,159 | 22,159 | 12,425 |
| Other | 333,862 | 333,862 | 252,646 |
| Non Cash Expense | - | - | - |
| | 13,181,102 | 13,974,478 | 13,210,500 |
| NET RESULT | (5,353,195) | (4,776,656) | 927,018 |



SUMMARY OF CAPITAL TRANSACTIONS BY SCHEDULE

For the period ended 30 June 2018

| | 2017/18 Adopted Budget \$ | 2017/18 YTD Budget \$ | 2017/18 YTD Actual \$ | Variances the greater of +/- 10% or \$10k YTD Budget | Brief Explanation |
|--|------------------------------------|--------------------------------|--------------------------------|---|---|
| Capital Income (Inc. Loans & Reserves) | | | | | |
| General Purpose Funding | 0 | 0 | 0 | NO | |
| Governance | (1,273,274) | (4,773,274) | (2,500,000) | -48% | Transfer from Reserve not completed, Partial drawdown on budgeted loan |
| Law, Order, Public Safety | 0 | 0 | 0 | NO | |
| Health | 0 | 0 | 0 | NO | |
| Education and Welfare | 0 | 0 | 0 | NO | |
| Housing | 0 | (96,950) | (125,014) | 29% | Deposit rec'd - licence to occupy unit at Amherst Village |
| Community Amenities | 0 | 0 | 0 | NO | |
| Recreation and Culture | 0 | 0 | 0 | NO | |
| Transport | (352,000) | (352,000) | 0 | -100% | Timing of disposal of plant. |
| Economic Services | (273,556) | (273,556) | 0 | -100% | Sale Yards Reserve transfer not completed. |
| Other Property and Services | 0 | 0 | 0 | NO | |
| | <u>(1,898,830)</u> | <u>(5,495,780)</u> | <u>(2,625,014)</u> | | |
| Capital Expenditure (Inc. Loans & Reserves) | | | | | |
| General Purpose Funding | 25,000 | 25,000 | 0 | -100% | Transfer to GRV Revaluation Reserve not completed to date. |
| Governance | 15,086,736 | 15,102,654 | 3,378,394 | -78% | Capital projects - Administration Building, Early Childhood Hub, Welcome Precinct & Piesse Lake Development |
| Law, Order, Public Safety | 95,962 | 95,962 | 28,129 | -71% | Capital projects - Pound |
| Health | 0 | 0 | 0 | NO | |
| Education and Welfare | 0 | 0 | 0 | NO | |
| Housing | 54,770 | 179,770 | 149,292 | -17% | Refund of Amherst Village capital deposit. |
| Community Amenities | 1,853,199 | 1,853,199 | 8,275 | -100% | Capital projects - Regional Waste Initiative |
| Recreation and Culture | 232,080 | 336,080 | 122,716 | -63% | Capital projects - RSL/Light Horse Monument |
| Transport | 2,426,134 | 2,426,134 | 1,961,659 | -19% | Timing of roads program work; rebudgeted 2018/19. |
| Economic Services | 167,995 | 207,995 | 25,732 | -88% | Saleyards equipment purchases rebudgeted for 2018/19. |
| Other Property and Services | 0 | 0 | 0 | NO | |
| | <u>19,941,876</u> | <u>20,226,794</u> | <u>5,674,198</u> | | |



RECONCILIATION OF OPERATING/CAPITAL TRANSACTIONS TO SURPLUS/DEFICIT

For the period ended 30 June 2018

| | 2017/18 Adopted Budget INCOME | 2017/18 Adopted Budget EXPENDITURE | 2017/18 YTD Actual INCOME | 2017/18 YTD Actual EXPENDITURE |
|--|--|---|------------------------------------|---|
| Total Operating & Capital | (20,433,127) | 33,122,978 | (14,907,948) | 18,884,698 |
| (Surplus)/Deficit b/fwd 30June | <u>(5,815,404)</u> (26,248,531) | <u>33,122,978</u> | <u>(5,926,686)</u> (20,834,635) | <u>18,884,698</u> |
| Income/Expenditure adjustments | | | | |
| a) Asset Depreciation Charge | | (2,964,909) | | 0 |
| b) Profit/(Loss) on Sale of Assets | 90,101 | (82,366) | 244,595 | 0 |
| d) Movement in Accrued Salaries | | 0 | | 20,046 |
| e) Movement in Accrued Interest | | 0 | | 343 |
| f) Adj to Leave Provisions | | 0 | | 0 |
| g) Incoming/outgoing Amherst Tenants | | 0 | | 41,109 |
| h) Proceeds from Sale of Asset | (417,273) | | (244,045) | |
| i) Plus Proceeds from New Loans | (3,500,000) | | 0 | |
| j) Work In Progress | | | | 0 |
| k) Movement in Deferred Pensioner rates | | | | 0 |
| l) Movement in Deferred Pensioner ESL | | | | 0 |
| | <u>(30,075,703)</u> | <u>30,075,703</u> | <u>(20,834,085)</u> | <u>18,946,196</u> |
| General Operating Surplus/(Deficit) | | 0 | | 1,887,889 |
| | <u>(30,075,703)</u> | <u>30,075,703</u> | <u>(20,834,085)</u> | <u>20,834,085</u> |



NET CURRENT FUNDING POSITION

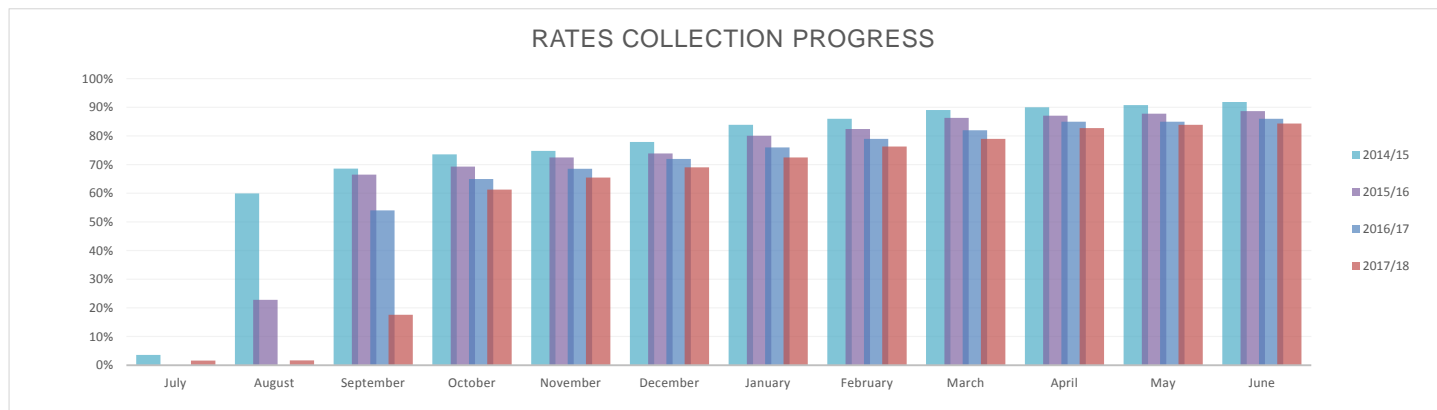
For the period ended 30 June 2018

| | 2017/18 YTD Actual \$ |
|---------------------------------------|--------------------------------|
| CURRENT ASSETS | |
| Cash - Unrestricted Muni | 4,826,088 |
| Cash - Restricted Muni | 17,980,761 |
| Cash - Restricted | 0 |
| Cash - Reserves | 9,307,198 |
| Receivables - Rates & Sanitation | 700,247 |
| Receivables - Other | 1,004,588 |
| Prepaid Expenses | 250 |
| Inventories | 25,308 |
| | <hr/> 33,844,438 |
| LESS: CURRENT LIABILITIES | |
| Creditors & Accruals | (18,564,685) |
| Provisions | 0 |
| | <hr/> (18,564,685) |
| LESS: CASH RESTRICTED/RESERVES | (9,307,198) |
| LESS: CASH COMMITTED | |
| LESS: TRUST MOVEMENT | 163,492 |
| NET CURRENT FUNDING POSITION | <hr/> <hr/> 6,136,047 |

SUMMARY OF RATES AND SERVICE CHARGES

As at 30 June 2018

| | | | | |
|---------|--|-------------------------|---|-----------------------|
| 2017/18 | Rates & charges levied | \$4,595,203 | | |
| | Less discount granted | (\$43,199) | | |
| | Arrears as at 1 July 2017 | \$661,106 | | |
| | Less collections | (\$4,395,404) | | |
| | TOTAL RATES & CHARGES OUTSTANDING | \$817,706 | PERCENTAGE COLLECTED TO DATE | 84.31% |
| | Less pensioner deferred rates | \$173,736 | Percentage deferred rates outstanding | 4.74% |
| | NET RATES COLLECTABLE | \$643,970 | PERCENTAGE NET RATES COLLECTABLE | 10.94% |
| | | <u>\$817,706</u> | | <u>100.00%</u> |

COMPARATIVE PERCENTAGE OF RATES COLLECTED MONTHLY

| Financial Year | 2008/09 | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15 | 2015/16 | 2016/17 | 2017/18 | Average |
|------------------|------------|------------|-----------|-----------|------------|------------|------------|-----------|------------|------------|------------|
| Due Date | 12/09/2008 | 10/09/2009 | 3/09/2010 | 1/09/2011 | 30/08/2012 | 30/08/2013 | 29/08/2014 | 9/09/2015 | 30/09/2016 | 16/10/2017 | Collection |
| July | 2% | 0% | 0% | 2% | 2% | 0% | 4% | 0% | 0% | 2% | 1% |
| August | 17% | 20% | 39% | 51% | 62% | 54% | 60% | 23% | 0% | 2% | 33% |
| September | 62% | 66% | 66% | 66% | 68% | 62% | 69% | 67% | 54% | 18% | 60% |
| October | 64% | 69% | 70% | 69% | 72% | 73% | 74% | 69% | 65% | 61% | 69% |
| November | 71% | 74% | 73% | 72% | 75% | 75% | 75% | 73% | 69% | 66% | 72% |
| December | 74% | 76% | 76% | 75% | 77% | 77% | 78% | 74% | 72% | 69% | 75% |
| January | 77% | 78% | 82% | 81% | 81% | 83% | 84% | 80% | 76% | 72% | 79% |
| February | 81% | 79% | 84% | 83% | 83% | 85% | 86% | 82% | 79% | 76% | 82% |
| March | 84% | 83% | 87% | 87% | 87% | 89% | 89% | 86% | 82% | 79% | 85% |
| April | 85% | 84% | 88% | 88% | 89% | 89% | 90% | 87% | 85% | 83% | 87% |
| May | 87% | 86% | 88% | 90% | 90% | 90% | 91% | 88% | 85% | 84% | 88% |
| June | 88% | 88% | 89% | 91% | 91% | 92% | 92% | 89% | 86% | 84% | 89% |

As at 30 June 2018

| GL A/c | IE | Project No. | Program/Details | Source | Gov't | 2017/18 Original Budget | Additional Grants | Variations/ Deferred | Revised Grant Available | Recoup Status | |
|---|----|-------------|---|---|-------------|-------------------------------|----------------------|-------------------------|-------------------------------|-----------------------|-------------------------------|
| | | | | | | | | | | Received/ Invoiced | Not Received/ Not Invoiced |
| Sch 3 - GENERAL PURPOSE INCOME | | | | | | | | | | | |
| <i>General Purpose Grants</i> | | | | | | | | | | | |
| 0181 | 38 | | General Purpose Grant (Gpf) | Grants Commission | State | 683,654 | | | 683,654 | 1,446,381 | (762,727) |
| 0201 | 38 | | Untied Road Grant (Gpf) | Grants Commission | State | 221,408 | | | 221,408 | 491,063 | (269,655) |
| Sch 4 - GOVERNANCE | | | | | | | | | | | |
| <i>SuperTowns Project Summary</i> | | | | | | | | | | | |
| 2636 | 41 | 201213-001 | Supertown Funding - Faa2 | State Revenue Dept | State | 636,130 | | | 636,130 | 0 | 636,130 |
| 2646 | 41 | | Early Childhood Hub Grant Funds | Dept Regional Development | State | 3,890,475 | | | 3,890,475 | 0 | 3,890,475 |
| 2660 | 41 | | Welcome Precinct Grant Funds (St) | Dept Regional Development | State | 0 | | | 0 | 0 | 0 |
| 2661 | 41 | | Piesse Lake Development Grant Funds | Dept Regional Development | State | 0 | | | 0 | 0 | 0 |
| 2665 | 41 | | Main St Stage 2 Grant Funds | Regional Development & Lands | State | 54,965 | | | 54,965 | 0 | 54,965 |
| Sch 5 - LAW, ORDER, PUBLIC SAFETY | | | | | | | | | | | |
| <i>Fire Prevention</i> | | | | | | | | | | | |
| 1725 | 38 | | Bfb Lggs Income | FESA | State | 27,773 | | | 27,773 | 27,773 | 1 |
| 1726 | 37 | | Contributions & Reimbursements (Cesm) | FESA/Other Shire | State/Other | 124,518 | | | 124,518 | 101,579 | 22,939 |
| Sch 8 - EDUCATION & WELFARE SERVICES | | | | | | | | | | | |
| <i>Community Development & Other Welfare</i> | | | | | | | | | | | |
| 3167 | 37 | | Youth Activity Grant Income | Dept Child Protection | State | 32,000 | | | 32,000 | 31,734 | 266 |
| 3173 | 37 | | Seniors Week Grant Income | COTAWA | Other | 1,000 | | | 1,000 | 1,000 | 1,000 |
| 3174 | 38 | | National Youth Week Grant Income (Cdw) | Dept Communities | State | 1,000 | | | 1,000 | 0 | 1,000 |
| 4337 | 37 | | Harmony Festival Income Grant | Lotterywest | Other | 20,000 | | | 20,000 | 30,000 | (10,000) |
| 4337 | 37 | | Harmony Festival Income Grant | Sponsorship | Other | 1,000 | | | 1,000 | 17,818 | (16,818) |
| 4337 | 38 | | Harmony Festival Income Grant | Dept Communities | State | 5,000 | | | 5,000 | 5,000 | 0 |
| 4337 | 38 | | Harmony Festival Income Grant | Healthway | State | 5,000 | | | 5,000 | 0 | 5,000 |
| 4333 | 38 | | Thank-a Volunteer Day Grant | Dept Communities | State | 0 | | | 0 | 0 | 0 |
| 4333 | 38 | | Disability Awareness Week Grant Income | Dept Communities | State | 1,000 | | | 1,000 | 1,000 | 0 |
| 5334 | 38 | | Traineeship Grant/Subsidy (Cdw) | Dept Local Govt, Sport & Cultural Interests | State | 2,273 | | | 2,273 | 0 | 2,273 |
| 5334 | 37 | | Path Internship (Cdw) | Great Southern Personnel | Other | 0 | | | 0 | 909 | (909) |
| <i>Health Insp & Administration</i> | | | | | | | | | | | |
| 4344 | 37 | | All Ways 5 Days Project Income (Cdw) | Dept Prime Minister & Cabinet | Federal | 0 | | | 0 | 5,808 | (5,808) |
| Sch 11 - RECREATION AND CULTURE | | | | | | | | | | | |
| <i>Katanning Leisure Centre</i> | | | | | | | | | | | |
| 6403 | 38 | | Traineeship Grant/Subsidy (Klc) | Dept Local Govt, Sport & Cultural Interests | State | 4,040 | | | 4,040 | 0 | 4,040 |
| <i>Other Recreation and Sport</i> | | | | | | | | | | | |
| 1283 | 38 | | Club Development Initiative Grant Income (Ors) | Dept Rec & Sport | State | 20,000 | | | 20,000 | 20,000 | 0 |
| 1283 | 38 | | Community Water Supply Program Grant Income (Ors) | Dept Water | State | 10,000 | | | 10,000 | 10,000 | 0 |
| 3923 | 38 | | Grant Income - Kidsport | Dept Rec & Sport | State | 16,000 | | | 16,000 | 11,546 | 4,454 |
| <i>Library</i> | | | | | | | | | | | |
| 4183 | 38 | | Traineeship Grant/Subsidy (Lib) | Dept Local Govt, Sport & Cultural Interests | State | 750 | | | 750 | 0 | 750 |
| Sch 10 - COMMUNITY AMENITIES | | | | | | | | | | | |
| <i>Sanitation-Household Refuse</i> | | | | | | | | | | | |
| 2700 | 41 | | Cldg Regional Re Regional Waste Initiative Income | Regional Development & Lands | State | 1,743,367 | | | 1,743,367 | 0 | 1,743,367 |
| Sch 12 - TRANSPORT | | | | | | | | | | | |
| <i>Construction/Maintenance Sts, Rds, Bridges</i> | | | | | | | | | | | |
| 4631 | 41 | | Regional Road Group Funding (Crbd) | Dept Plan & Infrastructure | State | 494,000 | | | 494,000 | 494,000 | 0 |
| 5051 | 44 | | Roads To Recovery Funding (Crbd) | Dept of Transport (Federal) | Federal | 440,736 | | | 440,736 | 440,736 | 0 |
| <i>Mtce. Roads, Bridges, Depots</i> | | | | | | | | | | | |
| 4911 | 38 | | Direct Road Grant (Mrbd) | Main Roads Dept | State | 65,938 | | | 65,938 | 65,938 | 0 |
| 4941 | 38 | | Street Light Subsidy | Main Roads Dept | State | 2,006 | | | 2,006 | 0 | 2,006 |
| 4981 | 38 | | Wandrra Claims (Mrbd) | Main Roads Dept | State | 3,052,750 | | | 3,052,750 | 1,718,127 | 1,334,623 |
| <i>Transport Licensing</i> | | | | | | | | | | | |
| 1103 | 37 | | Commissions & Contributions (Tpl) | Department of Transport | State | 105,000 | | | 105,000 | 100,154 | 4,846 |
| <i>Aerodromes</i> | | | | | | | | | | | |
| 5284 | 38 | | Rads Grant (Aero) | Department of Transport | State | 13,000 | | | 13,000 | 13,000 | 0 |
| Sch 13 - ECONOMIC SERVICES | | | | | | | | | | | |
| <i>Economic Development</i> | | | | | | | | | | | |
| 5877 | 38 | | Business Activation Project Grant Income | Building Better Regions Fund | Federal | 40,000 | | | 40,000 | 20,697 | 19,303 |
| <i>Tourism & Area Promotion</i> | | | | | | | | | | | |
| 8933 | 38 | | Hidden Treasures | Various | State | 68,755 | | | 68,755 | 78,793 | (10,038) |
| TOTAL - GRANTS | | | | | | 11,783,538 | 0 | 0 | 11,783,538 | 5,133,054 | 6,651,484 |

| By Program | Written Down Value | | Sale Proceeds | | Profit(Loss) | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| | 2017/18 Budget \$ | 2017/18 Actual \$ | 2017/18 Budget \$ | 2017/18 Actual \$ | 2017/18 Budget \$ | 2017/18 Actual \$ |
| Sch 4 - GOVERNANCE | | | | | | |
| Toyota Prado VX Wagon | 49,034 | 0 | 53,000 | 0 | 3,966 | 0 |
| Mitsubishi MQ Triton 4x4 Exceed | 21,206 | 0 | 28,000 | 27,500 | 6,794 | 27,500 |
| Toyota Camry Atara SL Stn Wgn 2.5L | 17,538 | 0 | 25,000 | 0 | 7,462 | 0 |
| Colorado Trailblazer | 18,199 | 0 | 30,000 | 27,273 | 11,801 | 27,273 |
| Colorado Trailblazer | 28,367 | 0 | 32,000 | 33,818 | 3,633 | 33,818 |
| Mazda CX-5 2016 | 24,940 | 0 | 30,000 | 0 | 5,060 | 0 |
| Mazda CX-5 2015 | 23,326 | 0 | 21,000 | 20,000 | (2,326) | 20,000 |
| Colorado Trailblazer | 28,367 | 0 | 32,000 | 33,182 | 3,633 | 33,182 |
| Sch 12 -TRANSPORT | | | | | | |
| Cat Grader | 122,918 | 0 | 50,000 | | (72,918) | 0 |
| Isuzu Giga Tip Truck (Carry forward from 16/17) | 18,000 | 0 | 62,273 | 62,273 | 44,273 | 62,273 |
| Colorado Trailblazer | 28,958 | 0 | 32,000 | 35,455 | 3,042 | 35,455 |
| Mitsubishi Triton Dual Cab | 8,112 | 0 | 4,000 | | (4,112) | 0 |
| Ford Ranger | 9,010 | 0 | 6,000 | | (3,010) | 0 |
| Ford Ranger Ute | 11,563 | 0 | 12,000 | | 437 | 0 |
| Isuzu Road Sweeper | 0 | 0 | 0 | 4,545 | 0 | 4,545 |
| Sch 13 - ECONOMIC SERVICES | | | | | | |
| Sheep Loading Ramp | 0 | 0 | 0 | 550 | 0 | 550 |
| | 409,538 | 0 | 417,273 | 244,595 | 7,735 | 244,595 |

| By Class | Written Down Value | | Sale Proceeds | | Profit(Loss) | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| | 2017/18 Budget \$ | 2017/18 Actual \$ | 2017/18 Budget \$ | 2017/18 Actual \$ | 2017/18 Budget \$ | 2017/18 Actual \$ |
| MOTOR VEHICLES | | | | | | |
| Toyota Prado VX Wagon | 49,034 | 0 | 53,000 | 0 | 3,966 | 0 |
| Mitsubishi MQ Triton 4x4 Exceed | 21,206 | 0 | 28,000 | 27,500 | 6,794 | 27,500 |
| Toyota Camry Atara SL Stn Wgn 2.5L | 17,538 | 0 | 25,000 | 0 | 7,462 | 0 |
| Colorado Trailblazer | 18,199 | 0 | 30,000 | 27,273 | 11,801 | 27,273 |
| Colorado Trailblazer | 28,367 | 0 | 32,000 | 33,818 | 3,633 | 33,818 |
| Mazda CX-5 2016 | 24,940 | 0 | 30,000 | 0 | 5,060 | 0 |
| Mazda CX-5 2015 | 23,326 | 0 | 21,000 | 20,000 | (2,326) | 20,000 |
| Colorado Trailblazer | 28,367 | 0 | 32,000 | 33,182 | 3,633 | 33,182 |
| Colorado Trailblazer | 28,958 | 0 | 32,000 | 35,455 | 3,042 | 35,455 |
| Mitsubishi Triton Dual Cab | 8,112 | 0 | 4,000 | 0 | (4,112) | 0 |
| Ford Ranger | 9,010 | 0 | 6,000 | 0 | (3,010) | 0 |
| Ford Ranger Ute | 11,563 | 0 | 12,000 | 0 | 437 | 0 |
| PLANT | | | | | | |
| Cat Grader | 122,918 | 0 | 50,000 | 0 | (72,918) | 0 |
| Isuzu Giga Tip Truck (Carry forward from 16/17) | 18,000 | 0 | 62,273 | 62,273 | 44,273 | 62,273 |
| Isuzu Road Sweeper | 0 | 0 | 0 | 4,545 | 0 | 4,545 |
| | 409,538 | 0 | 417,273 | 244,045 | 7,735 | 244,045 |

| Summary | 2017/18 Budget \$ | 2017/18 Actual \$ |
|---------------------------|-------------------------|-------------------------|
| Profit on Asset Disposals | 90,101 | 244,595 |
| Loss on Asset Disposals | (82,366) | 0 |
| | 7,735 | 244,595 |

As at 30 June 2018

| GL A/C | Job | Description | Original Budget \$ | YTD Actual \$ | Equipment \$ | Motor Vehicles \$ | Plant \$ | Land & Buildings \$ | Roads \$ | Parks & Gardens \$ | Other Infrastructure \$ |
|---|------|---|--------------------------|---------------------|-----------------|-------------------------|-------------|---------------------------|-------------|--------------------------|-------------------------------|
| Sch 4 - GOVERNANCE | | | | | | | | | | | |
| Other Governance | | | | | | | | | | | |
| 0324 | | MOTOR VEHICLES | | | | | | | | | |
| | | Replacement Chief Executive Officer's vehicle | 65,000 | 0 | | 0 | | | | | |
| 0334 | | LAND & BUILDINGS | | | | | | | | | |
| | | New Administration Building | 6,191,329 | 2,030,899 | | | | 2,030,899 | | | |
| Elected Members | | | | | | | | | | | |
| 0304 | | EQUIPMENT | | | | | | | | | |
| | | Christmas Decorations | 12,563 | 11,570 | 11,570 | | | | | | |
| General Administration | | | | | | | | | | | |
| 2204 | | MOTOR VEHICLES | | | | | | | | | |
| | | Replacement pool vehicle | 35,000 | 36,542 | | 36,542 | | | | | |
| | | Replacement Executive Manager - Property & Assets vehicle | 37,000 | 36,170 | | 36,170 | | | | | |
| | | Replacement Manager of Finance vehicle | 35,000 | 36,541 | | 36,541 | | | | | |
| | | Replacement Executive Manager - Projects & Community Building vehicle | 37,000 | 36,541 | | 36,541 | | | | | |
| | | Replacement Councillor vehicle | 32,000 | (0) | | (0) | | | | | |
| 5994 | | EQUIPMENT | | | | | | | | | |
| | | Installation of Microwave Radio Network | 0 | 24,502 | 24,502 | | | | | | |
| SuperTown Project Summary | | | | | | | | | | | |
| | | LAND & BUILDINGS | | | | | | | | | |
| 2638 | | Supertown Project Faa2 | | 0 | | | | 0 | | | |
| 2648 | | Town Planning | 0 | 17,303 | | | | 17,303 | | | |
| 2649 | | Heritage Precinct | 0 | 0 | | | | 0 | | | |
| 2650 | | Town Centre | 0 | 0 | | | | 0 | | | |
| 2659 | | Early Childhood Hub | 5,376,317 | 191,079 | | | | 191,079 | | | |
| 2666 | | Clive Street Stage 2 | 0 | 59,877 | | | | 59,877 | | | |
| 2668 | | Piesse Lake | 1,442,694 | 337,497 | | | | 337,497 | | | |
| 2667 | | Welcome Precinct | 1,688,616 | 500,012 | | | | 500,012 | | | |
| Sch 5 - LAW, ORDER & PUBLIC SAFETY | | | | | | | | | | | |
| Animal Control | | | | | | | | | | | |
| 0476 | | LAND & BUILDINGS | | | | | | | | | |
| | C427 | Regional Super Pound - Regional Tip Site (Total Project \$70k Council Funded) | 67,833 | 0 | | | | 0 | | | |

As at 30 June 2018

| GL A/C | Job | Description | Original Budget \$ | YTD Actual \$ | Equipment \$ | Motor Vehicles \$ | Plant \$ | Land & Buildings \$ | Roads \$ | Parks & Gardens \$ | Other Infrastructure \$ |
|--|------|--|--------------------------|---------------------|-----------------|-------------------------|-------------|---------------------------|-------------|--------------------------|-------------------------------|
| Other Law, Order, Public Safety | | | | | | | | | | | |
| 1994 | | EQUIPMENT | | | | | | | | | |
| | | CCTV Upgrade - Town Square fixed cameras | 4,910 | 4,910 | 4,910.00 | | | | | | |
| | | CCTV Upgrade - Austral Tce South | 23,219 | 23,219 | 23,219.40 | | | | | | |
| Sch 10 - COMMUNITY AMENITIES | | | | | | | | | | | |
| Sanitation Household Refuse | | | | | | | | | | | |
| 2484 | | LAND & BUILDINGS | | | | | | | | | |
| | C421 | Regional Waste Initiative Stage 1 & 2 | 1,715,331 | 8,262 | | | | 8,262 | | | |
| Sch 11 - RECREATION & CULTURE | | | | | | | | | | | |
| Public Halls and Civic Centres | | | | | | | | | | | |
| 9454 | | LAND & BUILDINGS | | | | | | | | | |
| | C436 | Town Hall Façade | 0 | 3,116 | | | | 3,116 | | | |
| | | Town Hall - Carpet stairs & upper hall | 11,493 | 5,895 | | | | 5,895 | | | |
| Katanning Leisure Centre | | | | | | | | | | | |
| 1824 | | LAND & BUILDINGS | | | | | | | | | |
| | C418 | Gym/Aerobics Extension | 0 | 6,416 | | | | 6,416 | | | |
| | C454 | Air-Conditioning for Pioneer Room | 0 | 47,591 | | | | 47,591 | | | |
| Katanning Aquatic Centre | | | | | | | | | | | |
| 3304 | | EQUIPMENT | | | | | | | | | |
| | | Swimming Pool Chlorinator | 22,500 | 23,560 | 23,560 | | | | | | |
| Other Recreation & Sport | | | | | | | | | | | |
| 3094 | | LAND & BUILDINGS | | | | | | | | | |
| | | Katanning Non-Potable Water Supply Project | 25,521 | 24,885 | | | | 24,885 | | | |
| Sch 12 -TRANSPORT | | | | | | | | | | | |
| Road Plant Purchases | | | | | | | | | | | |
| 4964 | | MOTOR VEHICLES | | | | | | | | | |
| | | Replacement Director of Engineering Services vehicle | 37,000 | 40,986 | | 40,986 | | | | | |
| | | Replacement Refuse Site vehicle | 34,000 | 0 | | 0 | | | | | |
| | | Replacement Parks & Gardens vehicle | 34,000 | 0 | | 0 | | | | | |
| | | Replacement Mechanic vehicle | 34,000 | 0 | | 0 | | | | | |
| 4954 | | PLANT | | | | | | | | | |
| | | Replace Caterpillar Grader | 350,000 | 0 | | | 0 | | | | |
| | | Slip on Water Tank | 27,000 | 27,000 | | | 27,000 | | | | |
| | | Trailer Dolly | 25,000 | 20,336 | | | 20,336 | | | | |
| | | Replace Giga Tip Truck | 252,732 | 252,732 | | | 252,732 | | | | |
| | | Custom Built Trailer | 0 | 9,405 | | | 9,405 | | | | |

As at 30 June 2018

| GL A/C | Job | Description | Original Budget \$ | YTD Actual \$ | Equipment \$ | Motor Vehicles \$ | Plant \$ | Land & Buildings \$ | Roads \$ | Parks & Gardens \$ | Other Infrastructure \$ |
|-------------------------------------|------------------------|---|--------------------------|---------------------|-----------------|-------------------------|-------------|---------------------------|-------------|--------------------------|-------------------------------|
| 4954 | EQUIPMENT | | | | | | | | | | |
| | | Traffic counters x 3 - vehicle classify system | 15,715 | 15,715 | 15,715 | | | | | | |
| Constr. Roads Bridges Depots | | | | | | | | | | | |
| 4540 | PARKS & OVALS | | | | | | | | | | |
| | | Piesse Lake Improvement | 86,979 | 106,720 | | | | | | 106,720 | |
| 4460 | INFRASTRUCTURE - ROADS | | | | | | | | | | |
| | C620 | Clive Street Railway to Richardson Street - repairs sections of structural failure, drainage and reseal | 0 | 20 | | | | | 20 | | |
| | C630 | Warren Road - widening seal over crests | 0 | 0 | | | | | 0 | | |
| | C638 | Trimmer Road (SLK 0 - 7.83) | 0 | 0 | | | | | 0 | | |
| | C640 | Police Pools Road - Gravel Sheetting (Slk 0 - 5.67) | 0 | 3,374 | | | | | 3,374 | | |
| | C641 | Lake Coyrecup Road - Gravel sheetting | 0 | 0 | | | | | 0 | | |
| | C642 | Fairfield Road - Repair failed pavement & reseal to 6m (4.5 km) | 240,000 | 326,296 | | | | | 326,296 | | |
| | C643 | Dumbleyung Road - Repair failed pavement & reseal (1 km) | 126,000 | 54,715 | | | | | 54,715 | | |
| | C644 | Warren Road - Reconstruct & widen crests (4.66 km) | 300,000 | 258,475 | | | | | 258,475 | | |
| | C645 | Conroy Road - Repair failures & reseal (0.29 km) | 45,000 | 46,200 | | | | | 46,200 | | |
| | C646 | Andover Street (at Clive) - Reconstruct & reseal (0.1 km) | 65,000 | 31,946 | | | | | 31,946 | | |
| | C647 | Conning Road - Resheet (5.63 km) | 135,000 | 176,595 | | | | | 176,595 | | |
| | C648 | Hutton Road - Resheet (6.75 km) 1st section | 140,000 | 157,471 | | | | | 157,471 | | |
| | C649 | Cheviot Hills Road - Resheet (4.11 km) | 100,736 | 113,000 | | | | | 113,000 | | |
| | C650 | Illareen Road - Resheet (3.54 km) | 95,000 | 121,218 | | | | | 121,218 | | |
| | C651 | Braeside Road - Repair failures and seal (0.18 km) | 115,000 | 39,376 | | | | | 39,376 | | |
| | C652 | Laneway - St John Ambulance - Asphalt | 24,000 | 26,797 | | | | | 26,797 | | |
| Aerodromes | | | | | | | | | | | |
| 4074 | LAND & BUILDINGS | | | | | | | | | | |
| | | Katanning Airstrip fencing | 26,000 | 26,800 | | | | 26,800 | | | |
| Sch 13 - ECONOMIC SERVICES | | | | | | | | | | | |
| Saleyards & Markets | | | | | | | | | | | |
| 5844 | EQUIPMENT | | | | | | | | | | |
| | | Saleyards - Irrigation/Grey Water Pumps | 100,000 | 384 | | | | 0 | | | 384 |
| | | Saleyards - Renewable energy generation & storage | 50,000 | 0 | | | | 0 | | | |
| | | | | | | | | | | | |
| | | | 19,281,488 | 5,321,948 | 103,477 | 186,779 | 309,473 | 3,259,632 | 1,355,483 | 106,720 | 384 |

From: Phillip Richards
To: [Lisa Hannagan](#)
Cc: [Kay Heron](#)
Subject: RE: QUOTATION - EXTRAORDINARY ELECTION
Date: Thursday, 12 July 2018 2:33:03 PM
Attachments: [image002.png](#)
[image007.png](#)

Hi Lisa

The estimate for an extraordinary election is \$16,500 inc GST.

As I mentioned in our phone call, under 4.17 (3) of the Local Government Act 1995, Council may with the Electoral Commissioner's approval, hold off filling the vacancy until the 2019 Ordinary Election.

Regards

Phil Richards
Manager, Election Events
WESTERN AUSTRALIAN Electoral Commission
Phone: (08) 9214 0443 Fax: (08) 9226 0577



From: Lisa Hannagan [mailto:emfa@katanning.wa.gov.au]
Sent: Thursday, 12 July 2018 1:41 PM
To: Phillip Richards
Subject: QUOTATION - EXTRAORDINARY ELECTION

Hi Phil,

Nice to catch up today and yes, Katanning is very different to Kununurra!

Council have been advised of a resignation of an elected member in the Shire of Katanning.

Please can you provide a quotation to conduct an Extraordinary Election in the Shire of Katanning.

Regards,

Lisa Hannagan
Executive Manager Finance & Administration

Street Address: 16-24 Austral Terrace, Katanning WA 6317

Postal Address: PO Box 130, Katanning WA 6317

Phone: 9821 9999 Fax: 9821 9998

Mob: 0403 204 660

Email: emfa@katanning.wa.gov.au

Website: www.katanning.wa.gov.au

 www.facebook.com/ShireOfKatanning

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| Shire of Katanning Council Policy Register Review #2 Schedule – May 2018 | | | |
|--|-------|---|----------------|
| Old # | New # | Policy Name | Recommendation |
| 1.2 | 3.1 | Equal Opportunity | Amend |
| 1.3 | 4.2 | Members' Travelling Allowance (<i>now called Reimbursement of Elected Member Expenses</i>) | Amend |
| 1.4 | 4.3 | Retirement of Councillors Gift/Function | Amend |
| 1.5 | 4.4 | Members Attendance at Conferences & Training (<i>now called Councillor Training/Professional Development</i>) | Amend |
| 1.6 | | Use of Council Chambers/Committee Rooms | Rescind |
| 1.7 | 1.2 | Citizenship Ceremony | Amend |
| 1.8 | 4.3 | Attendance at Local Government Convention | Amend |
| 1.9 | | Public Question or Statement Time | Rescind |
| 1.10 | | Instruments of Delegation | Rescind |
| 1.11 | | Advice and Information for Decision Making | Rescind |
| 1.12 | | Election of Committees | Rescind |
| 1.13 | | Councillor information Requirements | Rescind |
| 1.14 | | Press Statements/Media Interviews | Rescind |
| 1.15 | | KRBA and referral of business sector matters | Rescind |
| 1.16 | | Service Requests/Complaints | Rescind |
| 1.18 | 4.6 | Donation Requests | Amend |
| 1.19 | | Member's Childcare Allowances | Rescind |
| 1.20 | 4.7 | Community Consultation | Amend |
| 1.21 | | Standing Orders | Repeal |
| 1.22 | 3.2 | Risk Management Policy | Amend |

3.1 Equal Opportunity —~~AMENDED~~

Policy Owner: Risk Management and Workplace

Person Responsible: HR Coordinator

Date of Approval:

Amended:

Objectives: To outline the principles of Equal Opportunity as legislated under the Equal Opportunity Act 1984 for all individuals who have dealings with Council to ensure that everyone is treated fairly

Policy Statement: This Shire recognises its legal obligations under the *Equal Opportunity Act 1984* and will actively promote equal employment opportunity and diversity based solely on merit to ensure that discrimination does not occur on the grounds of gender, age, marital status, pregnancy, race, disability, and religious or political convictions. This policy applies to all elected members, employees and contractors to the Shire.

All employment training with the Shire will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such training.

All promotional policies and opportunities with this Shire will be directed towards providing equal opportunity to prospective employees and engaging a diverse workforce provided their relevant experience, skills and ability meet the minimum requirements for engagement.

This Shire will not tolerate harassment within its workplace. Harassment is defined as any unwelcome, offensive action or concerning a person's race, colour, language, ethnicity, political or religious convictions, gender, marital status or disability.

The equal employment opportunity and diversity goals of this Shire are designed to provide an enjoyable, challenging, involving, harmonious work environment for all employees where each has the opportunity to progress to the extent of their ability. Ideally, our objective is for our workforce to reflect a diverse demographic that includes a broad range of age groups, abilities and cultural backgrounds while meeting the skill requirements of the organisation. The Shire recognises the value of differences in staff profiles as well as similarities; strives to adopt an inclusive approach and appreciates that a diverse workforce may adapt more readily to the changing expectations and needs of the community.

The CEO is responsible for developing and implementing procedures, practices or guidelines to deal with harassment, perceived harassment or discrimination.

~~JT Review — this has been amended to take out all the padding.~~

4.2 Reimbursement of Elected Member Expenses – Proposed NEW Policy

Policy Owner: Council and Elected Members
Person Responsible: Chief Executive Officer
Date of Approval:
Amended:

Objectives: To reimburse Councillors on an equitable basis for expenses incurred as a result of carrying out Official duties.

Policy Statement: That elected members receive reimbursement of expenses incurred whilst attending the following:

- Council and Committee meetings held in accordance with the provisions of the *Local Government Act 1995*
- Any function or meeting as an appointed representative of the Council where specifically authorised by the Council
- Conferences and training sessions specifically authorised by the Council
- Any official social function organised by, or on behalf of, the Shire of Katanning

Guidelines:

Travel

- ~~Councillors should utilise Council vehicles to attend meetings where they are authorised delegates of the Council subject to availability~~
- Reimbursement for the use of a private vehicle is to be set in accordance with the rate applicable under the Australian Taxation Office Local Government Industry Award 2010
- Where a Councillor is a member of an external committee and reimbursement of expenses is a condition of the membership, reimbursement of expenses will not be provided by the Council
- If a Council vehicle is made available and not utilised, no expenses will be reimbursed for the use of a private vehicle

Accommodation

- ~~Accommodation will be booked and paid directly by the Shire.~~
- ~~Incidental~~ meals and parking expenses ~~incurred to a maximum of \$400.00 per day~~ will be reimbursed provided that all receipts are presented. Any unforeseen or additional expenses incurred will be paid only with respect to each individual claim at the discretion of the Chief Executive Officer in consultation with the Shire President.
- Refreshments consumed with meals will be reimbursed, however all other refreshments (eg hotel mini bar) will not be reimbursed by the Council

Conferences

- Where conference attendance is authorised by the Council, all conference attendance costs will be paid/reimbursed. When determining costs of a conference or seminar all costs associated with attendance including travel, accommodation, meals, telephone and other expenses, within reason and supported by receipts, to be included and paid for by Council
- Reimbursement for partners of members will be limited to
 - All meal costs
 - Accommodation, where such does not incur any additional expenditure for the Council
 - Any official social functions included on the official program of the conference
 - All event's listed on the partner's itinerary

Training

- Council will fund all costs, including registration, travel, accommodation and meals for attendance at authorised Councillors training including up to a maximum of four modules of the Elected Member Development Program, in any one financial year.
- ~~Councillors wishing to complete more than four modules of the Elected Member Development Program in any one financial year must pay all costs for the additional modules.~~

Childcare

- ~~Council members must be the parent, legal guardian or primary care giver of the Child/Children for whom child care expenses are being claimed.~~
- ~~Expenses will be reimbursed provided that all receipts are presented~~ Childcare will be reimbursed as per the SAT Legislation.

Other:

Accommodation requirements, wherever possible, are to be arranged in advance by the Chief Executive Officer and confirmed by an official purchase order. With regard to all other expenses, receipts are to be submitted to the Chief Executive Officer for reimbursement.

~~This is a proposed new policy with old policy 1.13, 1.15 and 1.19 included plus bits from other policies. Is the figure of \$400 still appropriate?~~

65

4.4 Councillor Training/Professional Development

Policy Owner: Council and Elected Members

Person Responsible: Chief Executive Officer

Date of Approval:

Amended:

Objectives: To maximise training and professional development opportunities for elected members.

Policy Subject: Members Attendance at Conferences, Seminars, Training and Induction Courses

Policy Statement: Council supports, and wherever possible will take advantage of, appropriate training and professional development opportunities for elected members. Council supports the Western Australian Local Government Association (WALGA) learning modules aimed at raising the collective awareness of Local Government in the community through good governance practices.

Guidelines: *Conferences and Seminars*

- a. Priority to be given to any conference or seminar that is specifically relevant to Councillors. Attendance at such conference or seminar is subject to approval by Council, Shire President or Chief Executive Officer. The Shire President or Chief Executive Officer can only approve a Councillor's attendance at seminars/conferences if there is a specific budget provision and all Councillors have been offered the opportunity to attend.
- b. Conferences, seminars or courses held by organisations of which Council is a member, or has an interest in, would usually be attended by Council's appointed representatives to those organisations.
- c. When determining costs of a conference or seminar, all costs associated with attendance at the conference or seminar, will be paid by Council in accordance with **Policy 4.2**
- d. Conferences or seminars in other States would be dealt with in the same way as any other conference within the State, except that whenever attendance at the conference entails travelling outside the State, the proposal is to be referred for the approval of Ordinary Council.
- e. Reports of conference or seminar attendance to be provided in writing to Council by inclusion in the Information Bulletin.
- f. The type of conferences or seminars that Councillors attend would generally be related to a particular function or activity in which Council is involved, rather than individual or personal development type conference/seminars.

Training

- a. All newly elected Councillors, and Councillors who have not previously attended, are strongly encouraged to attend the module 'Getting Started – Introduction to Local Government for Elected Members', which is the first module of the Elected Member Development Program, as soon as possible.
- b. All Councillors are encouraged to complete all modules of the Elected Member Development Program.
- c. When determining costs for training, all costs associated with attendance at the training, will be paid by Council in accordance with **Policy 4.2**. Councillors wishing to complete more than four modules in any one financial year must pay all costs for the additional modules.
- d. Any Councillor who completes all modules will be awarded a Certificate of Achievement by Council and will receive due recognition of the achievement at a public forum.
- e. Each module will only be funded once per Councillor.

General

A report will be included in each year's Annual Report to list the attendance of elected members at conferences, seminars and training during the year and the total number of modules completed by each elected member.

No changes suggested.

1.2 Citizenship Ceremonies

Policy Owner: Administration
Person Responsible: Chief Executive Officer
Date of Approval:
Amended:

Objectives: To recognise the importance of this occasion to new Australians. To promote and celebrate Katanning's Multicultural community.

Policy Statement: ~~That wherever practical~~As a rule Council will conduct Citizenship Ceremonies at major community events such as Australia Day or in the Council Chambers prior to an Ordinary Council Meeting.

That Council provide a small plant to all those people receiving a Citizenship Certificate.

Guidelines: 1) Citizenship Ceremonies will be conducted by one of the following Shire representatives:

- a. Shire President
- b. Shire Deputy President
- c. Shire CEO

2) Citizenship Ceremonies will be open to the families and friends of those people receiving their Citizenship Certificates and the general public.

4.5 Attendance at Local Government Convention

Policy Owner: Council and Elected Members

Person Responsible: Chief Executive Officer

Date of Approval:

Amended:

Objectives: To recognise the importance of providing Councillors with the opportunity to meet fellow Councillors from other Local Authorities and to participate in a state wide forum on issues relevant to Local Government.

Policy Statement: That Council provide within each financial year budget for the cost of Council delegates to attend the Local Government Convention.

Guidelines:

- 1) Council will meet the cost of attendance at the Local Government Convention for a maximum of five delegates to represent the Shire, being the Shire President + four other Councillors. Preference will be given to Councillors who did not attend the previous year if more than four Councillors express an interest in attending.
- 2) Bookings to the Conference/Hotel shall be made as soon as notice is given of the venue/conference in order to avoid problems with accommodation.

~~No changes suggested.~~

4.6 Donation Requests

Policy Owner: Council and Elected Members

Person Responsible: Chief Executive Officer

Date of Approval:

Amended:

Objectives: To streamline Council decision making and provide criteria for approving donations up to \$300 GST exclusive.

Policy Statement: To give guidance to the Chief Executive Officer to make decisions on donation requests up to the value of \$300 GST exclusive.

Guidelines:

- 1) The Chief Executive Officer is delegated authority to approve donation requests up to \$300 GST exclusive, in accordance with Council's budget and the eligibility criteria listed below.
- 2) Donation requests over \$300 GST exclusive are to be referred to Council for authorisation.
- 3) A monthly report is to be provided in the Councillor's Information Bulletin advising of accepted and rejected donation requests.

Eligibility:

- a. The request must come from a local community organization or an incorporated local sporting organisation and must be for community benefit;
- b. The organization must be a non-profit organization.

~~This would probably be better as a delegation, but OK to be a policy for now.~~

4.7 Community Consultation

Policy Owner: Council and Elected Members
Person Responsible: Executive Manager of Projects and Community Building
Date of Approval:
Amended:

Objective: A community consultation policy seeks to build a two-way communication process between the Shire and our community. It also ensures that effective public participation is offered to appropriate stakeholders on Shire of Katanning projects and programs. Community consultation will enable the Shire to establish a strong relationship with our community.

This policy outlines a number of methods Council will use to gain community input into our service delivery decision making process.

Policy Statement: The Katanning Shire Council believes that community consultation is of fundamental importance in ensuring that we involve our community early in the assessment and implementation of delivery options for specific services and facilities provided by the Shire.
 Community consultation is also a requirement of formulating the community strategic plan as per section 5.56 of the Local Government Act.
 The Council will work with our community to deliver services and facilities that are needed, affordable and accessible.

Guidelines: 1) Consultation and participation shall be an integral part of all Shire of Katanning programs and projects. Community participation shall be specifically planned within the development and implementation schedule of the given program or project.

2) Emphasis will be on advising stakeholders of projects that are to be undertaken, as well as inviting participation and/or comment, when appropriate. ~~CEO staff~~ will use discretion on when public participation and/or comment is sought, unless directed by Council.

~~3) Care will be taken to ensure that the Shire is not implying that individual groups have veto.~~

Key Principles of Consultation

- All relevant stakeholders must be identified
- Non-resident landowners should be included where appropriate
- Staff will decide on the best method of consultation e.g. participation, comment or advice
- Consultation process will allow stakeholders adequate time to respond to issues
- Consultation process will occur as early as possible

See
following
page

4.7 Community Consultation

Policy Owner: Council and Elected Members
Person Responsible: Executive Manager of Projects and Community Building
Date of Approval:
Amended:

Objective: A community consultation policy seeks to build a two-way communication process between the Shire and our community. It also ensures that effective public participation is offered to appropriate stakeholders on Shire of Katanning projects and programs. Community consultation will enable the Shire to establish a strong relationship with our community.

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 Community consultation is also a requirement of formulating the community strategic plan as per section 5.56 of the Local Government Act.
 The Council will work with our community to deliver services and facilities that are needed, affordable and accessible.

Guidelines:

- 1) Consultation and participation shall be an integral part of all Shire of Katanning programs and projects and include, at the earliest time, input from Councillors who are considered important stakeholders and a valuable conduit between our community and Council. Community participation shall be specifically planned within the development and implementation schedule of the given program or project.
- 2) Emphasis will be on advising stakeholders of projects that are to be undertaken, as well as inviting participation and/or comment, when appropriate. CEOStaff will use discretion on when public participation and/or comment is sought, unless directed by Council.
- ~~3) Care will be taken to ensure that the Shire is not implying that individual groups have veto.~~

Key Principles of Consultation

- All relevant stakeholders must be identified
- Non-resident landowners should be included where appropriate
- Staff will decide on the best method of consultation e.g. participation, comment or advice

- Where a decision is made by Council that is contrary to formally and directly expressed views of the community, the minutes should contain the reasons for the contradictory decision

Types of Communication

The Shire of Katanning adopts three types/levels of community consultation, being:

- 1) Participation
- 2) Comment
- 3) Advice

1) Participation:

May be appropriate for large projects affecting a wide range of people from the community, e.g. construction of new facilities, major traffic treatments, major building projects, Town Planning Scheme amendments. Participation is relevant before Council has made any decision and Council seeks community input before considering the matter.

Participation can take the form of;

- Surveys & Questionnaires – sent to sample population to gain feedback on specific issues
- Community Exhibition – provision of information displays to inform residents of a specific event/project
- Advisory Committee/Working Group – a group of representative stakeholders assembled to provide public input
- Public Meeting – formal meeting with scheduled agenda

2) Comment:

May be appropriate for medium scale projects such as upgrading of facilities, new facilities in parks, new local laws, Plan for the Future, road closures.

Comment is relevant when Council has a preferred position or draft document and seeks community input before finalising their position.

Comment can take the form of;

- Submissions invited through public notice or direct contact with stakeholders
- Surveys/Questionnaires sent to sample population to gain feedback on specific issues
- Interviews with affected stakeholders

3) Advising Stakeholders and the Community generally:

May be appropriate for issues relating to compliance issues for planning and building service, administrative issues such as local laws, property, electoral enrolments, nomination of candidates for Council, footpath construction, Council decisions on major projects.

Advice is relevant when Council has made a decision and wishes to communicate that decision to affected stakeholders and the community.

Advising stakeholders and the community generally can take the form of;

- Media – Shire President and/or CEO informing public through radio, television and newspaper interviews
- Local newspaper – public notices/media releases in Great Southern Herald
- Council publications – Annual Report, Budget, Strategic Community Plan, Corporate Business Plan.
- Newsletter/Direct Mail

Staff will decide the most appropriate method of participation and submit to the Chief Executive Officer for approval. Sufficient time should be allocated to allow stakeholders adequate time to respond to the issues.

Public Consultation Framework

Each financial year Council is required to hold an Annual Electors meeting within 56 days of accepting the Annual Report. Council prepares a Plan for the Future and is also required to prepare a Community Strategic Plan which needs to be formally reviewed every four years. This public consultation framework meets our statutory obligations and also provides the opportunity for Council to obtain community input into the Shire's strategic direction.

Council aims to achieve the following schedule each year:

| | |
|---------------------|---|
| November | Council adopts Annual Report |
| November | Council advertises the following information: |
| | • Annual report now available |
| | • Time and date of Annual Electors meeting |
| | • Request for comment and/or attendance at meeting |
| December | Annual Electors meeting to be held in mid-December with the following agenda items: |
| | • Annual Report for previous financial year |
| | • Strategic Community Plan |
| | • Plan for the Future |
| March | Council workshop to review Council's Corporate Business Plan, Plan for the Future and every four years the Community Strategic Plan. |
| April | (Four yearly) Council adopts updated Strategic Community Plan. |
| June | Adopt updated Corporate Business Plan |
| July | Adopt Budget |

Accessing Council Information

Copies of draft documents, where comments have been invited will be displayed at Council Administration, Library and also on Council's web site. Due to technology difficulties it may not be possible to put diagrams or maps on the website. Documents that are less than 20 pages will be provided to customers free of charge. Where a draft document exceeds 20 pages in length, Council will make available four copies of the document that may be borrowed by a community member for up to five days.

Copies of Agendas and Council Minutes can be obtained free of charge and will be displayed on Council's website.

Statutory Requirements

In a number of areas the Council is required to comply with specific legislative requirements such as minimum periods, publication in Government Gazette and public notice. Consultation processes identified in this policy should be seen as complementing any prescribed statutory requirements.

Other consultation commitments

For some projects or strategies being developed by Council, a separate communication plan will be prepared that will encourage community and other stakeholder engagement.

Council will acknowledge all submissions received under this community consultation policy prior to consideration and subsequently submitters will be advised of Council's decision.

~~I would recommend the removal of dates from this Policy. Including dates into a policy is not considered best practice and the dates suggested here do not fit with our current meeting schedule —there is a statutory advertising period for AEM and this timeframe wouldn't work.~~

3.2 Risk Management Policy

Policy Owner: Risk Management and Workplace
Person Responsible: Executive Manager of Finance and Administration
Date of Approval:
Amended:

Policy Statement: The Shire of Katanning's Risk Management Policy documents the commitment and objectives regarding managing uncertainty that may impact the Shire's strategies, goals or objectives.

Objective: It is the Shire's Policy to achieve best practice (aligned with AS/NZS ISO 31000:2009 Risk management), in the management of all risks that may affect the Shire, its customers, people, assets, functions, objectives, operations or members of the public.

Objectives of the risk management policy include:

- Optimising the achievement of our vision, mission, strategies, goals and objectives.
- Provide transparent and formal oversight of the risk and control environment to enable effective decision making.
- Enhance risk versus return in regard to risk appetite.
- Embed appropriate and effective controls to mitigate risk.
- Achieve effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.
- Enhance organisational resilience.
- Identify and provide for the continuity of critical operations.

Guidelines: Risk Management will form part of the Strategic, Operational, Project and Line Management responsibilities and where possible, be incorporated within the Shire's Integrated Planning Framework.

The Shire's Management Team will determine and communicate the Risk Management Policy, Objectives and Procedures, as well as direct and monitor implementation, practice and performance.

Every employee within the Shire is recognised as having a role in risk management, from the identification of risks, to implementing risk treatments and shall be invited and encouraged to participate in the process.

Subject to budget constraints consultants may be retained at times to advise and assist in the risk management process or management of specific risks or categories of risk.



Baptist Churches
WESTERN AUSTRALIA

8 June 2018

Shire of Katanning
Lisa Hannagan, Acting CEO
PO Box 130
Katanning WA 6317

Dear Lisa Hannagan

Application for Religious Exemption from Shire Rates
Assessment Number A2055 – 75 Dumbleyung Rd Katanning WA (Lot 43)

Further to your email on 7 June 2018 we would like to apply for 'Religious Exemption' from Shire Rates on the above mentioned property.

The property, being a house at 75 Dumbleyung Rd Katanning, was purchased by Katanning Karen Baptist Church in September 2015 and has been used exclusively as a church facility since that date.

Katanning Karen Baptist Church (ABN 20 228 665 096) is affiliated with The Baptist Union of Western Australian Incorporated (ABN 59 739 180 494).

Most Baptist Churches affiliated with the Union are not Incorporated and so cannot have their property titles held in their own name. Such property titles are therefore held in the name of the Union who holds such properties under the terms of "The Declaration of Trust 1903" (refer Appendix 11 of the Constitution).

Should you have any further queries concerning this matter, do not hesitate to contact me at the above address.

Yours sincerely,

Greg Holland
Head of Finance & Administration

Building healthy churches

21 Rowett Avenue, Riversdale WA 6103
PO Box 57, Burswood WA 6100
Phone : +61 8 6313 6300
Fax : +61 8 9470 1713
Email admin@baptistwa.asn.au
Web www.baptistwa.asn.au



RELIGIOUS EXEMPTION

This application form is to be used by organisations seeking exemption from rates, pursuant to the provisions of Section 6.26 of the Local Government Act 1995. In doing so you are objecting to the rate book under Section 6.76 of the Local Government Act 1995. The application for exemption will be checked based on the information you have provided, and you will be advised of the outcome in due course. Please attach any additional documents requested, as failure to do so may result in the application being refused.

Please note that where exemption from rates is approved, the property will still be subject to the Emergency Services Levy and any other service fees or charges, if applicable, such as rubbish collection charges. All properties granted exemption from rates are subject to periodic reviews to ensure continued approval.

POSTAL ADDRESS DETAILS:

Street address:

75 DUMBLEYUNG RD KATANNING A2055

Suburb:

Rates Assessment Number (if known):

What is the current use of the property (please provide full details):

CHURCH FACILITY - KATANNING KAREN BAPTIST CHURCH

YOUR DETAILS:

Contact Person:

Position Title:

GREGORY HOLLAND HEAD OF FINANCE + ADMINISTRATION

Postal Address:

Mobile:

PO BOX 57 BURSWOOD WA 6100 08 6313 6300

Email:

greg.holland@baptistwa.asn.au

Street Address: 16-24 Austral Terrace, Katanning WA 6317

Postal Address: PO Box 130, Katanning WA 6317

Phone: 9821 9999 Fax: 9821 9998

Email: admin@katanning.wa.gov.au

Website: www.katanning.wa.gov.au

www.facebook.com/ShireOfKatanning



ORGANISATION INFORMATION:

Is/does the organisation:

An incorporated body as per the Associations Incorporations Act 1987 (WA)?

☒ Yes ☐ No*If yes, provide a Certificate of Incorporation*

Provide an extract of the relevant certificate from the ACNC.

☒ Yes ☐ No

Have a tax exemption from the Australian Tax Office (ATO)?

☒ Yes ☐ No*If yes, provide a certificate of tax exemption from the ATO*

Leasing the property?

☐ Yes ☒ No*If yes, provide a copy of the lease and confirm if the lease is responsible for payment of the rates*

Have planning approval for the land use of the property?

☐ Yes ☐ No*A site inspection may be required before the application is processed***Documentation Requirements:**

Please provide a copy of (in addition to those specified in Section 5):

Organisations Constitution

☒

Written statement outlining the nature of the Organisations operations.

☒**It should include the following details:**

- Confirm the grounds upon which an objection is being made to the rate record under Section 6.76 of the Local Government Act 1995
- Confirm the grounds upon which the exemption application applies under Section 6.26 of the Local Government Act 1995
- Use and occupancy of the land, inclusive of date of commencement
- Type of service provided (e.g. food, accommodation etc)
- Frequency of service provision (e.g. full-time, daily, weekly etc)
- Whether payment is received for the service
- If there is commercial activity conducted on the land, provide details of the activity and if revenue is raised, where it is disbursed

A plan of the property, showing all building and outbuildings

☐

Or

A floor plan of the leased property area, if only part of the property is the subject of this application

☐

A copy of the current years audited financial statement for the organisation (if this exemption applies to only a portion of land owned by this organisation, provide the relevant statement for the land this application applies

☐**AUTHORISATION:**

By Signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.

Full Name:

Position:

GREG HOLLANDHEAD OF FINANCE + ADMIN

Organisation:

THE BAPTIST UNION OF WESTERN AUSTRALIA INCORPORATED

Signature of Applicant:

Date:

[Handwritten Signature]

12/6/2018

**OFFICE USE ONLY
CONSIDERATIONS**

Approval with Town Planning Scheme?

☐ Yes ☐ No

Has the property been inspected?

☐ Yes ☐ No

Recommend for non-rateable status?

☐ Yes ☐ No

Applicant/Owner Name:

Section of the Local Government Act 1995 6.26(2)___

Exemption Description:

Reason for non-rateable status:

☐ New Application

☐ Review of Exemption

Amount of rates to be exempted and dates to be applicable from (application date). The approval will be for a period of ____ years, unless circumstance change.

Amount: _____ Date (from): _____

Rubbish bin changes to be levied and dates to be applicable:

Amount: _____ Date (from): _____

**The Baptist Union of
Western Australia
Incorporated**



CONSTITUTION

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CONSTITUTION OF THE BAPTIST UNION OF WESTERN AUSTRALIA INCORPORATED

1. NAME

The name of the association will be "The Baptist Union of Western Australia Incorporated".

2. MEMBERS

The members of the Union will be those churches that are Member Churches.

3. DEFINITIONS

In this Constitution, unless the context requires otherwise, the following definitions will apply:

Accredited Persons in Ministry – means persons who are approved by Council and recognised by Assembly in accordance with the provisions of the Accreditation Policy.

Act – means the *Associations Incorporation Act 1987 (WA)*.

Agency – means an agency referred to in clause 18.4.

Assembly – means the meeting of the Member Churches, duly constituted under clause 9.

Council – means the body delegated by the Assembly to govern the Baptist Union of Western Australia Inc

Director of Ministries - means the person appointed by Assembly under clause 15 to provide leadership to the Union and to be its Chief Officer in the fulfilment of its Objects.

Member Churches – means churches that have been accepted into membership under Clause 8.3, and have not ceased to be members under clauses 8.4 or 8.6.

Other Groups – means bodies in the process of becoming churches, associated congregations and other groups who do not meet the full requirements for Member Churches but whose ministry is recognized by the Union as valid.

References to clauses – are to clauses of this Constitution.

Relationship Agreement – means the agreement between Member Churches to support one another in fulfilling God's mission to Western Australia and beyond.

Society – means a society referred to in clause 19.2.

Task Teams – means groups established by Council for specific purposes from time to time, that are accountable to the Council.

Union – means The Baptist Union of Western Australia Incorporated.

4. STATEMENT OF FAITH

4.1 *Baptists of Western Australia hold that:*

4.1.1 Jesus Christ alone is head of the Church.

4.1.2 The Church is the community called into being by God. In both its universal and local expressions, it consists of persons who have personally and knowingly accepted Jesus Christ as Saviour and Lord, and have pledged themselves to worship, follow and serve him as a priestly community.

4.1.3 By his high-priestly ministry, Jesus Christ has opened the way for every believer to approach God the Father directly through him.

4.1.4 Jesus Christ is the supreme authority in all matters of faith and conduct in the life of both churches and individuals.

4.1.5 He has given to all churches and to every individual the right and responsibility to understand and to do God's will. Therefore, being accountable to God, Christians are not to despise their fellow believers but to accept one another as Christ's servants, allowing each other freedom of conscience.

God has given to human governments the right and responsibility to promote what is just and good but not to coerce belief or practice contrary to conscience.

4.2 In common with many other Christians, Baptists of Western Australia also hold that:

- 4.2.1 There is only one God. He is infinitely good and great, and has revealed himself to be personal and triune in essential being, eternally existing as Father, Son and Holy Spirit.
- 4.2.2 God speaks to us through the Bible, the sixty-six Scriptures of the Old and New Testaments. Being God-breathed they are fully trustworthy and supremely authoritative in all matters of faith and conduct.
- 4.2.3 God created the heavens and the earth and all that exists in them. He continues to care for and govern his creation, working out his purposes for all he has made.
- 4.2.4 God created humans in his image, male and female, intending that we live in fellowship with him. However, tempted by Satan, God's adversary, the first man and woman disobeyed God. As a result we all sin, falling short in our responsibilities to love God and neighbour and to care for the world.
- 4.2.5 Despite our sin, which alienates us from God and rightly deserves his judgment, God, because of his grace and great love for all people, sent his Son into the world to save us.

The incarnate Son, Jesus of Nazareth, was conceived by the virgin Mary through the Holy Spirit. Fully human and fully divine, he lived on earth a sinless life of perfect obedience. He died on the cross as a sacrifice on our behalf and in our place, redeeming us from the penalty and power of sin and triumphing over Satan. He was raised bodily from the dead and ascended to his Father's presence where he lives forever as our great High Priest and reigns as Lord of all.

- 4.2.6 The Gospel, the good news concerning Jesus Christ and his reconciling work, is God's powerful way of bringing salvation. All who respond in repentance and faith God sets right with himself, forgiving and cleansing them from sin, giving them his Holy Spirit and eternal life, and incorporating them into his church.
- 4.2.7 The Holy Spirit gives new life to all believers and resides in them permanently. He makes them holy, and enables them to grow into the likeness of Christ. Through his Spirit God empowers all his people for life and witness, granting them various gifts for the well-being, functioning and mission of the church.
- 4.2.8 While all believers belong to the universal church, God gathers them into local churches which exist to worship and serve him. Jesus Christ, the head of the church, has established both baptism and the Lord's Supper.

Baptism is the immersion of believers on their profession of faith, an act of identification with the death, burial and resurrection of the Lord Jesus Christ. It involves commitment to a life of discipleship in fellowship with his people.

In the Lord's Supper, believers remember Christ's sacrificial death, share in fellowship with their risen Lord and with one another, and look forward to his return.

- 4.2.9 All Christians are commanded to love God with all their heart, soul, mind and strength, and their neighbours as themselves. We discover what love means in practice through searching the Scriptures, which reveal God's character and will. Such love includes the responsibility of every Christian to participate in the proclamation of the Good News throughout the world.
- 4.2.10 Jesus Christ will return visibly and victoriously from his Father's presence to gather his people to himself and to complete his conquest of sin and evil.

All people, both believers and unbelievers, will be raised bodily and be judged by God. Believers will enjoy eternal blessedness in God's presence, while unbelievers will suffer the eternal punishment of exclusion from his presence. The whole creation will be so transformed that righteousness will characterise the new heavens and the new earth forever.

4.3 Concerning congregational life, Baptists of Western Australia hold that:

- 4.3.1 The will of Christ for each church is to be found as the Holy Spirit brings direction and conviction to that congregation gathered to seek his will in the light of the Scriptures. On this basis the members' meeting is the final authority under Christ for a congregation. Finding Christ's will through the members' meeting involves mutual counsel through the exercise of the members' gifts and learning from the experience of other congregations.
- 4.3.2 Christ gives leaders to his Church. It is the duty of the local church through the member's meeting to recognise and affirm Christ's call to such leaders, and to set them aside to serve, thereby charging them

with the responsibility to lead and delegating prescribed authority to lead. Mutual accountability is to operate between leaders and church.

- 4.3.3 While not in any way diminishing the autonomy of the local church, it is appropriate for Baptist churches to cooperate in a Union of Churches in which it is essential for all member churches to practise mutual care, support, and accountability.

5. OBJECTS

- 5.1 To provide resources and positive supportive leadership for the building of healthy missional church.
- 5.2 To promote the unity of the Churches in faith, fellowship and ministry.
- 5.3 To provide opportunity for the Churches of the Union to do together such work for the advancement of the Kingdom of God as may be impossible or difficult for each to do separately, or as may more beneficially or powerfully be done together. Such work will include the formation of Churches and the provision of assistance, where necessary, in local and overseas mission work, the training of students for the ministry and for other Christian service, evangelism, youth work, Christian education at all levels, the care of the disabled, aged and infirm, the promotion of Christian morality and any other united work.

6. POWERS

- 6.1 To establish such funds as may be necessary to fulfil the Objects.
- 6.2 To purchase, lease, hire or otherwise acquire any real or personal estate. To improve, manage, develop, sell, mortgage, lease, let-on-hire and grant rights and licences in respect of or otherwise deal with, dispose of or surrender the whole or any part or parts of the property of the Union.
- 6.3 To borrow or raise upon loan any sum or sums of money whether upon current account or otherwise, and for the purpose of securing the repayment thereof to execute and give any mortgages, charges, bonds, debentures, bills of sale or other securities over all or any part of the property or assets of the Union and to liquidate, redeem or pay off such securities or any of them.
- 6.4 To act as Trustee in any matter that is consistent with the Objects.
- 6.5 To give guarantees on behalf of Member Churches, and Other Groups, where consistent with the Declaration of Trust of the Union and also on behalf of Societies and Agencies of the Union.
- 6.6 To afford opportunity to confer among the Member Churches and Other Groups of the Union on matters of Christian principle and opinion and to make public declaration of principles and opinion, and to confer and cooperate with other Christian communities as occasion may require.
- 6.7 To afford opportunity to cooperate with the Baptist Union of Australia and with similar Baptist Unions within the States and Territories of the Australian Commonwealth and elsewhere.
- 6.8 To exercise the power conferred by clause 8.4.
- 6.9 To do such other things not specified as will assist in the achievement of the Objects.

7. NOT FOR PROFIT CLAUSE

The income and assets of the Union will be applied solely for the promotion of the Objects of the Union and no part will be paid, transferred or applied directly or indirectly by way of payment, dividend or benefit to any Member provided that nothing will prevent payment in good faith for services actually rendered nor prevent the payment of interest at normal commercial rates on monies borrowed.

8. MEMBER CHURCHES

- 8.1 Application by a Church for admission to the Union will be made in writing to the Director of Ministries, and the Director of Ministries will report on the application with a recommendation to the Council. Every application must:
- 8.1.1 be accompanied by a copy of the Constitution and Statement of Faith of the applicant Church;
- 8.1.2 state the number of members in the applicant Church; and
- 8.1.3 confirm acceptance by the applicant Church of the Relationship Agreement.

- 8.2 To be eligible to become or continue as a Member Church, the Church at the time of applying and thereafter must have a doctrinal statement that is compatible with the Statement of Faith of the Union (clause 4 of this Constitution) and also expresses the principle of Congregational Government, including the principle that the final authority for the Church is vested in the Church Members' Meeting.
- 8.3 Council is empowered to provisionally accept applications for membership, subject to ratification by the Assembly. All applications for membership must be presented to the Assembly for approval or ratification.
- 8.4 Where a Member Church (not being an association incorporated under the Act) is unable to function, the Union (through the Council and its delegates) may, subject to the Relationship Agreement and any relevant provisions in the constitution of the Member Church, and after consultation with the Member Church and prayerful consideration of alternative courses of action take control of the affairs of that Member Church and where appropriate, dispose of or otherwise deal with its assets, including the distribution of any surplus assets.
- 8.5 In exceptional circumstances the Council may declare that the membership of any Church with the Union will cease as from a certain date. The declaration of the Council stating reasons for such declaration will be conveyed to the Church concerned by the Director of Ministries or delegate in such manner as the Council may decide. Council shall inform the Assembly of the actions taken.
- 8.6 Where the Council takes action under clause 8.4 or clause 8.5, the Church concerned will have a right of appeal under clause 17. To exercise this right, notice of appeal must be given in writing to the Director of Ministries or Chair of Council or such other person appointed by the Council for the receipt of such notices within twenty-eight (28) days of notification of the Council's action.
- 8.7 A Member Church may at any time request that its membership of the Union will cease. The Church will advise the Council of the request in writing. The Council will seek to arrange discussion with the Church. If the Church maintains its desire to cease membership, the Church may so notify the Council in writing and as from the time when that notice is received by the Council, the membership of that Church will cease. The Council will report on the cessation of membership to the next Assembly.

9. ASSEMBLY

- 9.1 The member churches of the Union comprising the Assembly will be the final authority in all matters pertaining to the Union. The Assembly may delegate its authority to the Council or Agencies as provided by this Constitution or authorised by the Assembly or it may take such direct action as it considers appropriate.
- 9.2 There will be an Annual Assembly, which will be held within four months (or longer if the act allows) after the end of each Financial Year.
- 9.3 A special Assembly may be called at any time by the Assembly or Council, or on receipt of a written request from at least ten (10) Member Churches.
- 9.4 The Assembly will consist of -
 - 9.4.1 All Accredited Persons active in Baptist pastoral and/or denominational ministry and Sole or Senior pastors. In the absence of special circumstances it is expected that all those eligible under this clause would attend.
 - 9.4.2 Delegates appointed by Member Churches from among their members on the basis of two (2) delegates for each church, and in addition one (1) delegate for each fifty (50) resident members (or part thereof) above 50 members. The number of delegates to be determined by the membership figures reported in the current annual statistical return. Churches who do not report their current membership figures will be allocated the minimum number of delegates. In the absence of special circumstances a member of the leadership team would normally be appointed as one of the delegates.

If a Member Church situated more than four hundred (400) kilometres from Perth is unable to appoint the delegates to which it is entitled from among its own members, it may appoint one (1) member from another Member Church as a proxy to represent it.
 - 9.4.3 The members of the Council elected pursuant to clause 10.
 - 9.4.4 The Appointees appointed according to clause 13.
- 9.5 At any Assembly fifty (50) members of Assembly will form a quorum.

10. THE COUNCIL

- 10.1 There will be a Council, which will consist of the Director of Ministries and six (6) others elected by Assembly, each of whom will normally serve for a term of 3 years. No person other than the Director of Ministries may become or continue as a member of the Council if that person or their spouse is engaged by the Union in any remunerated or volunteer staff position.
- 10.2 At each Annual Assembly, two (2) members of Council (other than the Director of Ministries) will retire from office, being firstly any member appointed to fill a casual vacancy and secondly the member longest in office since last elected. If the number of members last elected on the same day exceeds the number of members required to retire under this clause, the member or members to retire will be selected by agreement between them or by lots. Those retiring will be eligible for re-election.
- 10.3 The Council will elect one of its number, not the Director of Ministries, as Chairman.
- 10.4 The Council will normally be chaired by the Chairman or, in the absence of the Chairman, another Council member chosen by the Council members to act as chairman.
- 10.5 The Council will meet on no less than four occasions per year to discuss the business of the Union. The Chairman may call a meeting or on receipt of a written request signed by at least three (3) members of the Council will call a special meeting of the Council.
- 10.6 At any meeting of the Council, five (5) members will form a quorum.
- 10.7 The Council will, subject to any directions previously given by the Assembly, have the responsibility for the governance of the Union and will (without limiting that responsibility) have power and authority to do all or any of the following things:
- 10.7.1 Implement policy and other decisions made by Assembly.
 - 10.7.2 Exercise all or any of the powers in clause 6.
 - 10.7.3 Have the control and management of the finances of the Union, including the Budget.
 - 10.7.4 Appoint Task Teams and delegate to them such powers as it deems appropriate. The Task Teams may co-opt non-voting specialist advisors to assist them.
 - 10.7.5 Fill any casual vacancy occurring in the Council other than appointments made under clause 13.
 - 10.7.6 Recommend the engagement of Appointees under clause 13 having considered the views of the Director of Ministries.
 - 10.7.7 Research and prepare overall policy and vision of the Union for consideration by Assembly.
 - 10.7.8 Promote the Objects of the Union.
 - 10.7.9 Make public comment on social questions.
 - 10.7.10 Exercise on behalf of the Union, directly or through its delegates, the power conferred by clause 8.4.
 - 10.7.11 Take other action necessary for carrying out the Objects of the Union in accordance with this Constitution.
 - 10.7.12 Establish and maintain policies and guiding principles that authorise the Director of Ministries to lead the Union towards the fulfilment of its Objects.
 - 10.7.13 Delegate such of its powers as it deems fit to the Director of Ministries and vary or revoke such delegations, subject to any specific direction of Assembly.
- 10.8 The Council will:
- 10.8.1 be accountable to the Assembly; and
 - 10.8.2 hold the Director of Ministries accountable for observance of Assembly and Council policy and for results to be achieved from time to time by the Union.

11. ELIGIBILITY

- 11.1 To be eligible for election or appointment to membership of any Agency, the Council or to any Appointment under clause 13, a person must be an immersed baptised believer who is a member of a Member Church.

- 11.2 In the case of an Appointee under clause 13 or other positions determined by Council, appointments may be made where the Appointee is not currently a member of a Member Church if the Appointee undertakes to become a member of a Member Church within twelve (12) months of taking up the appointment.
- 11.3 To be eligible for appointment under clause 13, or for appointment or election to the Council or to other positions as determined by Council, the nominee must confirm in writing their whole-hearted acceptance of the Statement of Faith of the Union (clause 4 of this Constitution).
- 11.4 Prior to the election or appointment of a person to the Council the continuing members of Council will satisfy themselves as to the commitment of the person nominated to the Objects of the Union.
- 11.5 In considering nominees, the continuing members of Council will seek to ensure that at least one member of Council has financial expertise.

12. ELECTION OF COUNCIL

- 12.1 The following are eligible to nominate persons for election to Council:
 - 12.1.1 Member Churches; and
 - 12.1.2 Council.
- 12.2 Nominations must be signed by a responsible officer of the nominating body, and by the nominee.
- 12.3 Nominations must be in the hands of the Director of Ministries or such other person appointed by Council for the receipt of nominations six (6) weeks before commencing date of the Annual Assembly.
- 12.4 A full list of all nominations will be forwarded to all Member Churches at least fourteen (14) days prior to the commencing date of the Annual Assembly.
- 12.5 Accreditation Candidates or their spouses will not be eligible for membership of Council.
- 12.6 Elections will be by secret ballot.
- 12.7 No person will be declared elected who has not received a majority of the votes cast.

13. APPOINTEES

- 13.1 The Assembly may appoint persons to positions to fulfil identified ministries.
- 13.2 Assembly appointees are the Director of Ministries, the Principal of Vose Seminary and other positions as determined by Council or Assembly.
- 13.3 All appointments under this clause 13 will be for a period not in excess of five (5) years and can be renewed by Assembly.
- 13.4 Appointees (other than the Director of Ministries) will be accountable to the Director of Ministries (either directly or through another person) for the results to be achieved in their respective appointments.
- 13.5 Recommendation for appointments under clause 13 will come to the Assembly from the Council.
- 13.6 For the appointment of the Director of Ministries, the Council will bring the recommendation to Assembly. The Director of Ministries will not participate in any Council deliberations in relation to such appointment.
- 13.7 The Council will satisfy itself of the proposed Appointee's whole-hearted acceptance of the Union's Statement of Faith (clause 4 of this Constitution) and willingness to work within the framework of this Constitution.
- 13.8 All Member Churches will be advised of the name of the proposed appointee, with relevant information about them, at least four (4) weeks prior to the commencement of the Assembly at which the appointment is to be considered.
- 13.9 Voting on appointments will be by secret ballot.
- 13.10 A two-thirds majority of those present and voting will be required for the appointment.

14. VOTING AT ASSEMBLY

- 14.1 Except as provided in clauses 12.6 and 13.9 voting will normally be by show of hands.
- 14.2 A secret ballot may be ordered by the Chairman at their discretion or if so decided by the meeting.

- 14.3 Except in matters of Special Business motions will be resolved by a simple majority of those present and voting.
- 14.4 Matters of Special Business will be determined by a two-thirds majority of those present and voting.
- 14.5 The following will be regarded as Special Business:
 - 14.5.1 motions regarding the appointment of persons under clause 13;
 - 14.5.2 motions dealing with the acceptance of new Member Churches and termination of church membership (other than termination pursuant to clause 8.7); and
 - 14.5.3 any other matter which immediately after it has been moved and seconded and before any discussion has taken place is resolved to be special business by a simple majority of those present.
- 14.6 No Chairman will have a casting vote. Where the vote on a motion requiring a simple majority is tied, the Chairman must rule that the motion is lost.
- 14.7 Each person entitled to vote will have the right to one vote only, except where appointed as a proxy for another Member Church in accordance with clause 9.4.2.

15. DIRECTOR OF MINISTRIES

- 15.1 The Director of Ministries will, within the policies and guiding principles established by the Council, lead the Union towards the fulfilment of its Objects.
- 15.2 The Director of Ministries will be accountable to the Assembly through the Council for leadership of all the activities of the Union, except where otherwise provided in the constitution or rules of an Agency or Society.
- 15.3 The Director of Ministries may engage the services of people (other than Appointees under clause 13.2) as considered necessary to further the Objects of the Union on either a remunerated or honorary basis, and will control and hold those people accountable for results to be achieved from time to time in their respective positions.
- 15.4 The Director of Ministries may suspend or dismiss people engaged in remunerated or honorary positions (other than Appointees under clause 13.2). In this event, the person suspended or dismissed will have the right of appeal to the Council under clause 17.

16. REMOVAL FROM OFFICE

- 16.1 The Council will have the power to suspend from office, and to recommend to Assembly the removal from office of:
 - 16.1.1 members of the Council;
 - 16.1.2 Appointees appointed under the provisions of clause 13; and
 - 16.1.3 any other persons appointed to any office or role by the Council.
- 16.2 The Council will have the power to remove from office persons elected or appointed to any Agency or Society, except in cases where an Agency or Society is controlled by its own separate constitution.
- 16.3 The exercise of power under clauses 16.1 and 16.2 is subject to the following special provisions:
 - 16.3.1 The issue involved must be communicated to the person concerned, and that person must be given a reasonable opportunity to submit grounds for opposing removal or suspension from office.
 - 16.3.2 The issue involved in the possible removal or suspension from office must first be considered by the Council.
 - 16.3.3 A motion for removal or suspension from office will be resolved by secret ballot.

17. APPEALS

- 17.1 A Member Church or Accredited Person in ministry may appeal a decision of Council. Notice of appeal must be given to Council or a person delegated by Council, unless this Constitution provides otherwise.

- 17.2 When an appeal is received by Council they will discuss the issue with the appellant. If the matter cannot be resolved then an Appeals Board, of three (3) persons, will be convened to review the processes followed to make the decision. If as a result of this review the processes are found to be inadequate the Appeals Board will refer the matter back to Council to be corrected and Council's reviewed decision is final.
- 17.3 Assembly will appoint up to 6 persons to form an Appeals Panel which will be drawn on to form an Appeals Board, if required under clause 17.2. A maximum term of 3 years will apply to members.
- The persons selected must not be current members of the Council. No person is to accept appointment to an Appeals Board if they have any conflict of interest in the matter or any personal connection with any party who has a significant role in the matter.
- 17.4 An appeal may be initiated where a decision removes a responsibility, authority or engagement already granted. It refers to the taking away of something previously granted, not to something sought but not granted. Appeal rights will be subject to Council's Policy and Procedures.

18. AGENCIES

- 18.1 The Union may establish such Agencies as it deems necessary for the carrying out of its Objects.
- 18.2 Agencies of the Union will carry out specific tasks on behalf of the Union.
- 18.3 Agencies of the Union will report at least annually to Council.
- 18.4 The Agencies of the Union are:
- The WA Baptist Hospital and Homes Trust Inc. (Baptistcare);
 - The Minnie Bairstow Trust; and
 - other Agencies established under clause 18.1.
- 18.5 The functions, composition, constitution and policies of each Agency will be as approved by the Council.
- 18.6 Each Agency shall operate in accordance with the constitution or rules of the individual Agency.
- 18.7 Unless otherwise provided in its constitution, the boards or committees will be appointed by Council normally upon the recommendation of the continuing members of the board or committee of the Agency.

19. SOCIETIES

- 19.1 The Union may, through the Council, accept as affiliated Societies those Baptist organisations whose rules are not inconsistent with the Objects and Statement of Faith of the Union.
- 19.2 The Societies of the Union are:
- The Baptist Historical Society of Western Australia Inc.; and
 - any other organisation accepted by Council from time to time under clause 19.1.

20. FINANCE

- 20.1 The finances required to maintain the normal work of the Union will be provided through contributions of Member Churches in accordance with the Relationship Agreement and the contributions received from appropriate ministries of the Union.
- 20.2 The financial reports of the Union will be audited annually. The auditors will be appointed by Council for such term and on such conditions as the Council may determine. Council will inform the Assembly of the appointment.
- 20.3 Any member of the Assembly, the Council, an Agency or a Society or any person engaged by the Union who holds any direct or indirect pecuniary interest in any matter must declare the nature of their interest and must not take part in any deliberations or decisions regarding the matter.
- 20.4 The Council may delegate authority for the opening of such bank accounts as may be necessary for the effective operation of the activities of the Union to the Director of Ministries (or other responsible person engaged by the Union) who will determine the method of operation of such accounts in accordance with the policies of the Union.

21. SEAL HOLDERS

- 21.1 The Director of Ministries, the Chairman of the Council and three (3) other persons (who must be members of Council or senior administrative staff of the Union) will be the Seal-holders of the Union. Any two of the Seal-holders will be authorised to affix the Common Seal of the Union.
- 21.2 The Seal of the Union will only be affixed by the authority of a resolution of the Council, except where as a matter of urgency it is affixed by request of an Agency, or of a Church in accordance with the Declaration of Trust (1903).
- 21.3 The Seal of the Union will be in the custody of the Director of Ministries who will cause a record to be kept of all documents to which the Seal has been affixed (the Seal Register).

22. MEMBERSHIP REGISTER AND INSPECTION OF RECORDS

- 22.1 The Director of Ministries will cause a Membership Register to be maintained, recording the names and addresses of all Member Churches as current from time to time.
- 22.2 A Member Church may, through its authorised delegate(s), at any reasonable time and with reasonable notice, inspect without charge the Minutes of the Assembly, the Membership Register and the Seal Register.

23. ALTERATION TO CONSTITUTION

No change will be made to this Constitution except by the approval of three-quarters of the members present and voting at an Assembly. Notice of any proposed change must be given in writing to the Director of Ministries or such other person appointed by the Council for the receipt of such notices, at least four (4) months prior to the commencement of the Assembly at which it is to be considered. Member Churches must be given at least three (3) months notice of such proposed change. Any such proposal may be adopted as presented or as amended by the Assembly.

24. DISSOLUTION

- 24.1 The Union may be dissolved by a resolution approved by at least three-quarters of the members present and eligible to vote at a special Assembly called for such purpose; provided at least six months notice of the proposal has been given to members and section 30 of the Act is complied with. In the event of such a resolution being passed, persons appointed by the Assembly shall take all necessary steps to wind up the affairs of the Union.
- 24.2 If upon the dissolution of the Union there remains after satisfaction of all of its debts and liabilities any property whatsoever, the same shall be distributed to another incorporated association with similar objects to the Union or for other Christian charitable purposes within Western Australia as determined and confirmed by the special Assembly called under clause 24.1.

APPENDICES

1. Appendix I - Baptist Union of Western Australia Incorporated Lands Act 1941

Baptist Union of Western Australia Incorporated Lands Act 1941 of 5 Geo. VI, No. III No. 3 of 1941

An ACT to enable Baptist Union of Western Australia Incorporated to sell, lease or mortgage its lands.
(Assented to 25th September, 1941)

Be it enacted by the King's Most Excellent Majesty, by and with advice and consent of the Legislative Council and Legislative Assembly of Western Australia, in this present Parliament assembled, and by the authority of the same as follows:

1. This Act may be cited as the Baptist Union of Western Australia Lands Act, 1941.
2. i) It shall be lawful for Baptist Union of Western Australia Incorporated (hereinafter called "The Union"), subject to its rules and regulations in force for the time being and from time-to-time -
 - a) to sell any land granted or demised by the Crown or otherwise acquired and held in trust for the Union or for any of the purposes thereof, and to transfer or otherwise assure the same to a purchaser freed and absolutely discharged from any trusts to which the said land may be subject; and
 - b) to mortgage any such land to secure monies borrowed for the purpose of paying and discharging debts heretofore incurred and which are secured by existing mortgages of land of the Union, or to secure monies which may hereafter be lawfully borrowed and for the purpose of such security to assure such land to the mortgagee and his assigns freed and discharged from any such trusts as aforesaid; and
 - c) notwithstanding any such trusts to lease any such land for any term with or without right of renewal and either by way of building lease or otherwise, and subject to such covenants, conditions, and agreements as the Union may think fit.
- ii) No purchaser, mortgagee or lessee of any such land shall be bound or concerned to inquire whether any power of sale, mortgage or lease was duly and regularly made or exercised, or in anywise to see to the application of any purchase, mortgage, or other monies, or to inquire into the necessity, regularity, or priority of any such sale, mortgage, or lease or be affected by notice that the same is irregular, unnecessary or improper.

Provided that no transfer or mortgage, and no lease for a term exceeding twenty-one (21) years, of land granted by the Crown to or for use or benefit of the Union without pecuniary consideration shall be valid unless countersigned as approved by the Governor.

2. Appendix II - Declaration of Trust 1903

To all To Whom These Presents Shall Come:

The Baptist Union of Western Australia Incorporated -

A Corporation registered under the Associations Incorporated Act, 1895, then and now in force in the State of Western Australia, hereby declare -

1. That all properties now standing in the name of the Baptist Union of Western Australia Incorporated, shall continue to be held in its name. That in future, all land granted to the Union by the Government, or by private individuals, either on lease or otherwise, with all hereditaments and appurtenances, shall also be held in the name of the Union. That all Baptist Churches in the Union, holding property in their own name, shall be invited to transfer them to the Union to be held in its name. And that each Baptist Church hereafter established and desiring to join the Union, shall be invited to transfer its land and property to the Union.
2. That each Church shall have the entire management of its own affairs, excepting as to the sale of land and property, and excepting also the mortgaging of the property or properties, in which case the final decision shall lie with the Council of the Union. A two-thirds majority of members present at a duly convened meeting of the Council shall be required in favour of such a mortgage.

And such mortgage shall only be executed by the Common Seal of the said Union.

* The Executive in matters of urgency arising, has the authority to authorise the sealing of documents and report to the next appropriate Council meeting on action taken.

3. At the request of any Church desiring to obtain an advance, it shall be understood that no property shall be mortgaged for more than two-thirds of its value.
4. Before any property is mortgaged by the Union, the Church, through its representative, shall confer with the Executive of the Union as to there being reasonable prospect of the Church being able to meet the liabilities proposed to be incurred.
5. The Union shall have no power to dispose of, or mortgage, any real estate of the Union, without the consent of the Church directly interested being obtained by a two-thirds majority at a specially convened meeting of its members.
6. The permanent Pastor or Minister of each Church must have been immersed.

The said Union hereby declares and covenants on its part, and its successor, to carry out the terms and conditions of this declaration in every particular.

* *Amendment to Declaration of Trust 1903. Approved by all Assembly constituents in writing and adopted unanimously by Annual Assembly, 23rd October, 1987.*



Ministry of Fair Trading

WESTERN AUSTRALIA
Associations Incorporation Act 1987
Section (1)

Registered No: A0970006Z

Certificate of Incorporation

This is to certify that

THE BAPTIST UNION OF WESTERN AUSTRALIA

has this day twenty-third day of November 1897 been
incorporated under the Associations Incorporation Act 1987.

Dated this nineteenth day of July 2000

Commissioner for Fair Trading

CERTIFICATE

Lisa Hannagan

From: Natasha Anderson <natasha.anderson@baptistwa.asn.au>
Sent: Thursday, 21 June 2018 2:42 PM
To: Lisa Hannagan
Subject: RE: EXEMPTION APPLICATION FORM
Attachments: 20180608 SoK Religious Ex-75 Dumbleyung Rd.pdf; 20180608 SoK Religious Ex Form-75 Dumbleyung Rd.pdf; BUWA Constitution 2011.pdf; Certificate of Incorporation.pdf

Dear Lisa

Find attached the Application for Religious Exemption from Shire Rates for Assessment Number A2055 along with supporting documentation.

Please contact our office with any questions.

Kind regards

Natasha Anderson
 Accountant



Building healthy churches

21 Rowe Avenue, Rivervale WA 6103
 PO Box 57, Burswood WA 6100
 Phone: +61 8 6313 6300
 Fax: +61 8 9470 1713
 Web: www.baptistwa.asn.au



21 July



21-24 Sept



18-23 Nov



July, Dec & Jan

From: Lisa Hannagan [mailto:emfa@katanning.wa.gov.au]
Sent: Thursday, 7 June 2018 8:34 AM
To: Natasha Anderson <natasha.anderson@baptistwa.asn.au>
Cc: Courtney McCallum <rates@katanning.wa.gov.au>; Elizabeth French <mof@katanning.wa.gov.au>
Subject: EXEMPTION APPLICATION FORM

Hi Natasha,

Your details were given to me by our Rates Officer, Courtney.

Please find attached Form for completion and return to the Shire in respect of your request for an Religious Exemption from Shire rates.

Note the application will be processed as from the date received and there is no capacity to backdate the application.

Regards,

Lisa Hannagan
Acting CEO

Street Address: 16-24 Austral Terrace, Katanning WA 6317

Postal Address: PO Box 130, Katanning WA 6317

Phone: 9821 9999 Fax: 9821 9998

Mob: 0403 204 660

Email: emfa@katanning.wa.gov.au

Website: www.katanning.wa.gov.au

www.facebook.com/ShireOfKatanning



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X.X Asset Management Policy

| | | |
|--|--|----------------|
| Policy No | | |
| Policy Name | Asset Management Policy | |
| Responsible Directorate | Infrastructure & Development | |
| Responsible Officer | Executive Manager | |
| Council Adoption | Date: | Resolution No. |
| Reviewed/Modified | Date: | Resolution No. |
| Reivew Date | | |
| Legislation | Local Government Act 1995, Section 5.56 Local Government (Administration) Regulations 1996 Section 19DA | |
| Related Policies | | |
| Related Organisational Directives | | |

Objectives:

The objectives of this policy are to ensure adequate provision is made for long term replacement of assets by:

1. Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
2. Applying best asset management practices as appropriate to the management of assets for the Shire of Katanning.
3. Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and financial resources for those assets.
4. Allocating corporate responsibility for asset management and the necessary resources to deliver Asset Management strategies.
5. Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining asset management awareness throughout the organisation by training and development.
6. Assisting the Shire in compliance with the provisions of the State Government's Integrated Planning and Reporting Framework by having an integrated approach to planning for the future.
7. Meeting legislative requirements for asset management.
8. Ensuring resources and operational capabilities are identified and responsibility for asset management is allocating.
9. Providing a framework for implementing asset management to enable a consistent, co-ordinated and strategic approach.
10. Facilitate continuous improvement and innovation in delivering service in achieving service standards to benefit the community.
11. Provide a framework which quantifies risk and incorporates that into the decision-making process.
12. Providing guidance to staff responsible for asset management.

Definitions:

“Asset” means a physical item that is owned or controlled by the Shire of Katanning, and provides or contributes to the provision of service to the community (in this context excluding financial, intellectual, and non-tangible assets).

“Asset Management” means the processes applied to assets from their planning, acquisition, operation, maintenance, replacement and disposal, to ensure the assets meet the Council’s priorities for service delivery.

“Asset Management Plan” means a plan developed for the management of an infrastructure asset or asset category that combines multi-disciplinary management techniques (including technical and financial) over the lifecycle of the asset.

“Council” means the elected Council (comprising Councillors) of the Shire of Katanning.

“Infrastructure Assets” are fixed assets that support the delivery of services to the community. These include the board asset classes of Roads, Drainage, Buildings and Parks.

“Level of Service” means the combination of function, design and presentation of an asset. The higher the level of service, the greater the cost to deliver the service. The aim of asset management is to match the asset and level of service of the asset to the community expectation, need and level of affordability.

“Life Cycle” means the cycle of activities that an asset goes through while it retains an identity as a particular asset.

“Whole of life cost(s)” means the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, and rehabilitation and disposal costs.

“Maintenance” means regular ongoing day-to-day work necessary to keep asset operating and to achieve its optimum life expectancy.

“Operations” means the regular activities to provide public health, safety and amenity and to enable the assets to function eg. Road sweeping, grass mowing, cleaning, street lighting and graffiti removal.

“New” means creation of a new asset to meet additional service level requirements.

“Resources” means the combination of plant, labour and materials, whether they be external (contractors/consultants) or internal (staff/day labour).

“Renewal” means restores, rehabilitates, replaces existing asset to its original capacity. This may include the fitment of new components necessary to meet new legislative requirements in order that the asset may achieve compliance and remain in use.

“Risk” means probability and consequence of an event that could impact on the Council’s ability to meet its corporate objectives.

“Shire” means the collective Shire of Katanning organisation. The Chief Executive Officer of the Shire of Katanning is responsible for ensuring the Shire’s obligations and commitments are met.

“Stakeholders” are those people/sectors of the community that have an interest or reliance upon an asset and who may be affected by changes in the level of service of an asset.

“Upgrade” means enhances existing asset to provide a higher level of service.

Policy Statement: The community relies on the Shire of Katanning to deliver services. The Shire has finite resources and limited income streams that can be targeted to fund service delivery. The Shire must ensure that service delivery is well targeted and aligns with the Community’s aspirations identified via the Strategic Community Plan.

To ensure that scarce resources are optimally allocated, it is important that informed decisions are made when considering the acquisition, ongoing ownership, management and disposal of infrastructure assets. The Shire also needs to continuously consider whether it needs to provide or own assets in order to deliver services or whether it can simply facilitate the provision of a service via third party.

To assist with making informed decisions in relation to this issue, the Shire will put in place the following:

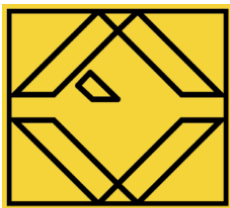
1. A Strategic Asset Management Framework that is consistent with National standards in Asset Management and Long Term Financial Planning;
2. Maintain a contemporary Asset Management Policy that is regularly reviewed (this policy);
3. Develop, maintain and regularly review an Asset Management Improvement Strategy that clearly articulates a sustainable path for continuous improvement and identifies resources to implement via the budget process.
4. Develop, maintain and regularly review Asset Management Plans that cover all key asset classes.
5. Asset Management Plans will document the Council adopted level of service that applies to Infrastructure Assets which will be derived from Service Level Plans and the community engagement processes used to develop the Strategic Community Plan.
6. Ensure processes are in place to train Councillors and Officers in key aspects of Asset Management and Long Term Financial Planning.

Guidelines:

1. To achieve the policy objectives, the Shire of Katanning recognises that Asset Management is a major corporate function.
2. The Shire will make informed decisions in relation to its infrastructure assets. To achieve this, the Shire will prepare an Asset Management Improvement Strategy that will guide the implementation of asset management across the organisation with the key outcome being the adoption by Council of an Asset Management Plan for all classes of infrastructure assets.
3. Asset Management Plans will form part of the Shire’s day-to-day business practices and will be used to make informed decisions in relation to asset management.
4. The Shire has limited resources and is custodian to a large number of assets, many of which have reached or gone beyond their economic life. In making decisions in relation to infrastructure assets, the Shire will apply the philosophy of renewing assets before acquiring new assets and where possible, rationalising assets that are no longer used or do not provided the agreed level of service.

5. Council will determine the level of service required for assets.
6. As part of the Shire's consideration of asset management, the Shire will utilise the following key principles:
 - 6.1 Prior to consideration of any major works for renewal or improvement to an asset, undertake a critical review of the need of the asset;
 - 6.2 Will consider Whole of Life cost for all new assets and for any major renewal or improvements into the Shire's Long Term Financial Plan;
 - 6.3 Undertake to develop Asset Management Plans that are financially sustainable;
 - 6.4 Involve and consult with key stakeholders on determining levels of service and asset service standards;
 - 6.5 Manage its assets utilising a corporate team approach using a multi-discipline working group;
 - 6.6 Ensure asset information is accurate and up to date allowing for appropriate asset planning both in the short and long term and for informed decision making to occur.
 - 6.7 Allocate appropriate resources to ensure asset management practices can be undertaken and the timely maintenance and renewal or upgrade of those assets so that Life Cycle costs are optimised.
 - 6.8 Ensure the roles and responsibilities of all asset users are well defined and understood;
 - 6.9 Develop reporting procedures based on the key principles of this Asset Management Policy;
 - 6.10 Training in asset and financial management will be provided for councillors and relevant staff;
 - 6.11 Continuously seek opportunities for multiple uses of assets; and
 - 6.12 Implementation of asset management as an organisational philosophy will occur through the Asset Management Improvement Strategy.

Land Transaction Business Plan – Katanning Piesse Lake Residential Development



FAR lane



July 2018

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1 BACKGROUND

The Piesse Lake site (the site) is a freehold land parcel held by the Shire of Katanning. Located to the north-east of the town's Central Business District, the site is within walking distance of the centre, schools and other services. Immediately adjacent to a substantial and permanent fresh water feature being constructed within a portion of Piesse Park, the site will be directly accessible to recreational amenities surrounding the lake.

The Piesse Lake Structure Plan for the site (Figure 1) was approved by the WAPC in April 2016. A Master Plan design has been prepared (Figure 2) that indicates the site will deliver 30 lots (ranging in area from 265m² to 1080m²).

The site comprises an area of 2.8 ha which fronts Synott Avenue and is bordered by Warren Street. Its southern boundary backs onto the Piesse Park reserve network. The Piesse Lake residential site is relatively level and has had the understorey vegetation removed, maintaining a small drainage line running just within the northern lot boundary.

The site has been planned to be a green-field subdivision that will deliver a mix of residential product offerings, primarily for the upper end of the market. The development will promote new urban housing solutions for the town, stimulate housing growth and promote an increase in market prices for housing.

Figure 1 – Piesse Park Structure Plan



Figure 2 – Piesse Lake Residential Master Plan



Local Government Act 1995 Requirements

This Business Plan has been prepared in accordance with Section 3.59 of the *Local Government Act 1995* and the associated *Local Government (Functions and General) Regulations 1996*. In accordance with Council's resolution of XXX, this Business Plan will be advertised in the XXX inviting public submissions on the proposal detailed in the business plan for a period of six weeks. For the duration of the consultation period, the business plan will be available online at www.katanning.gov.au.

Following the final day for submissions, Council will consider any submissions made during the advertising period and may resolve by Absolute Majority to proceed with the transaction as proposed. Submissions on this business plan are to be forwarded to the Shire of Katanning, PO BOX 130, KATANNING WA 6317.

2 EXPECTED EFFECT ON OTHER PERSONS PROVIDING FACILITIES AND SERVICES IN THE REGION

The Shire of Katanning has recognised the need to assist in the provision of new medium density, high amenity residential accommodation. This development will ultimately support the Shire's recognised needs outlined in the 2017-2027 Strategic Community Plan for:

- Diversification and renewal of housing stock in the Shire of Katanning;
- Providing opportunities to enhance the facilities and services available to the ageing population through the potential provision of universal access housing and smaller, lower maintenance built form;
- The town to provide high amenity and diverse housing options that can support the retention of Katanning's existing residential population and attraction of new residents; and
- Providing capacity for the shire of Katanning to deliver higher quality key worker accommodation in the future.

Additionally, the development may provide additional contracts for local services for works undertaken.

3 EXPECTED EFFECT ON THE PROVISION OF FACILITIES AND SERVICES BY THE SHIRE OF KATANNING

The Shire does not provide any services or facilities using the land, its sale would have no potential negative effects upon the provision of facilities and services to Katanning's community. The Shire has recognised that there is potential to obtain lots to provide key worker accommodation for staff and contractors into the future.

4 EXPECTED FINANCIAL EFFECT ON THE SHIRE OF KATANNING

4.1 VALUE OF LAND

The current value of the unimproved land for lot 79 is \$140,000.

Based on the best case subjective analysis, if the Shire releases the lots at an average price of \$23,047 (\$55/m²) each, the total revenue of from the lot sales would be approximately \$691,410 (\$2018). These figures have been used in the financial analysis of the development.

4.2 DEVELOPMENT COSTS

RBB was requested by the Shire to provide indicative cost estimates based on the structure plan prepared by Hames Sharley for a yield 30 lots. The development cost, including management fees and project contingency was estimated to be around \$2,733,000 excluding GST.

4.3 PROJECT FUNDING

Project funding for the 77% project cost will be sourced from the \$12.7 million allocated to the Shires SuperTown Heritage Centre Project as part of the state government's Royalties for Regions fund Growing our South programme. It is understood that The Shire would contribute the remaining 23% (\$630,000).

4.4 ASSET DISPOSAL PROGRAM

Assuming the disposal of 4 lots per annum, the assumed timeline for the sales of 30 lots is expected to be 8 years.

4.5 FINANCIAL POSITION

A comparison of the revenue generated with all the costs associated with the proposed development would see the Shire generate a financial return of approximately -\$2,021,090 (\$2018) over the life of the project. This gives the project net present value of -\$2,037,976 assuming no additional project management costs incurred by the Shire.

It was identified that that the shire will be contributing \$630,000. It is assumed that the amount could be fully recovered from the sale of lots (\$691,410).

There is a likelihood that the parcel of land will be redeveloped following its sale and hence provide additional rate revenue of \$51,500 from dwellings for the Shire.

5 ABILITY OF THE SHIRE OF KATANNING TO MANAGE THE UNDERTAKING

The Shire of Katanning ordinarily administers large-scale financial undertakings in its day-to-day business as a Local Government entity, with the assistance of suitably qualified professionals and specialist advisors as required.

The Shire has the capability and capacity to implement the proposed transaction as set out in the business plan.

Development of the site will be subject to normal planning and building approval processes administered by the Shire's directorate of Planning and Development. The management of this disposal is within the resources and capacity of the Shire of Katanning.

Key personnel include:

- CEO, Julian Murphy
- Executive Manager – Property and Assets, Andrus Budrikis
- Project Officer – Technical, Philip Mitchell
- Hames Sharley
- Wood and Grieve Engineers

5.1 RISK

It is important that the Shire of Katanning recognises that the development of land is a risk activity subject to unpredictable outcomes. The plan identifies the following risks and actions which have been taken to reduce the risk in relation to the development:

| Risks | Actions to Mitigate |
|---------------------|--|
| Project Contingency | Any additional, project plan and project management costs. |
| Site Risk | Geotechnical studies were completed as part of application for subdivision. |
| Market Risk | An expression of interest will be widely advertised to ascertain the demand. |
| Finance Risk | Project Plan and Project Management. Obtain multiple quotes for any work. |
| Approval risk | All approvals to be obtained. |

| Holding Cost | Actions to Mitigate |
|-----------------------------------|---|
| Electricity | Without power connections to individual lots, not charges would be incurred. On completion of the new road through the site, street lighting power for 8 new light poles at a cost of \$180 per light (totalling \$1,440 p.a.) would be incurred under the Shire Operational Costs. |
| Gas | Without gas connections to individual lots, not charges would be incurred. |
| Water | Without water connections to individual lots, not charges would be incurred. |
| Site Maintenance | Site maintenance and clean up when required. |
| Rates for Lots that remain unsold | Shire may waive or subsidise any rates incurred. |

The Chief Executive Office
Shire of Katanning
16-24 Austral Terrace
Katanning WA 6317
Via email: empa@katanning.wa.gov.au

Dear Sir

PIESSE LAKE RESIDENTIAL DEVELOPMENT – REVISED SCOPE

Herewith our revised estimate with a Total Project Cost of \$2,733,000 excluding GST.

The estimate includes deductions for reduce services scope as per advice from Wood & Grieve and additions for landscaping provided by Hames Sharley.

Should you have queries or require further information, please do not hesitate to contact us.

Yours faithfully
Ralph Beattie Bosworth

Mark Hampson

Attached our estimate based on Wood and Grieve's advice regarding the removal of three lots.

We attach our estimate of \$2,733,000 (excluding GST)

Exclusions

- Water, reticulation, power and lighting, drainage and sewer to POS
- Estate fencing
- Lot boundary fencing
- Dewatering
- Staging of works
- Escalation
- Bad founding ground and soil remediation
- Environmental issues and remediation
- Land Cost
- Holding and legal costs
- Marketing and selling costs
- Cash contributions in lieu of public open space should there be a shortfall

The changes to the earthworks and services resulted in approximately a \$70,000 savings.

Removing half of the concrete foot path resulted in approximately \$55,000 savings.

Additions for soft landscaping resulted in a \$112,500 increase and road reserve landscaping resulted in a \$25,500 increase. After adjustments to Contingencies and Preliminaries there is an overall increase of \$20,500.

PIESSE LAKE RESIDENTIAL DEVELOPMENT - REV2

| Ref | Description | Total \$ |
|-----|--|-------------|
| | PIESSE LAKE RESIDENTIAL DEVELOPMENT - KATANNING | |
| | CONTRACT WORKS | |
| | SITEWORKS AND DUST CONTROL | 18,000 |
| | EARTHWORKS | 414,354 |
| | RETAINING WALLS | 86,000 |
| | SEWER RETICULATION | 148,040 |
| | STORMWATER DRAINAGE | 314,500 |
| | WATER | 99,020 |
| | ROADWORKS | 339,330 |
| | FOOTPATHS | 55,250 |
| | LANDSCAPING | 112,500 |
| | UNDERGROUND POWER SUPPLY AND INSTALLATION | 206,400 |
| | NATIONAL BROADBAND NETWORK CO | 49,500 |
| | PROVISIONAL SUMS | 90,000 |
| | PRELIMINARIES 10% | 194,000 |
| | CONTRACT CONTINGENCY 5% | 106,106 |
| | TOTAL CONTRACT WORKS | 2,233,000 |
| | WORKS OUTSIDE CONTRACT | |
| | SEWER HEADWORKS (\$2479/lot) | 75,000 |
| | WATER HEADWORKS (\$2180/lot) | 66,000 |
| | LANDSCAPING | Excluded |
| | LOCAL AUTHORITY CHARGES | Excluded |
| | WATER CORPORATION FEES (Connection fee \$15,000 +3.75% cost of water service) | 19,000 |
| | WESTERN POWER AND NBN FEES | 100,000 |
| | PROFESSIONAL FEES - CONTRACT WORKS | 215,000 |
| | CONTINGENCY - NON CONTRACT WORKS 5% | 25,000 |

PIESSE LAKE RESIDENTIAL DEVELOPMENT - REV2

| Ref | Description | Total \$ |
|-----|--------------------------------|-------------|
| | TOTAL (EXCLUDING GST) | 2,733,000 |
| | GST (EXCLUDING HEADWORKS FEES) | 259,200 |
| | TOTAL (INCLUDING GST) | 2,992,200 |

PIESSE LAKE RESIDENTIAL DEVELOPMENT - REV2

| Ref | Description | Unit | Quantity | Rate \$ | Sub-Total \$ |
|-----|-------------|------|----------|------------|-----------------|
|-----|-------------|------|----------|------------|-----------------|

SITEWORKS AND DUST CONTROL

| | | | | | |
|---|--------------------------------------|---|-----|-------|---------------|
| 1 | Allow for siteworks and dust control | m | 900 | 20.00 | 18,000 |
| Sub-Total - SITEWORKS AND DUST CONTROL | | | | | 18,000 |

EARTHWORKS

| | | | | | |
|-------------------------------|--|------|--------|----------|----------------|
| 2 | Site clearance (remove trees and grub up roots say 50 trees) | No | 50 | 300.00 | 15,000 |
| 3 | Strip topsoil and stockpile | m2 | 28,655 | 1.00 | 28,655 |
| 4 | Clay shaping and proof rolling | m2 | 28,655 | 1.00 | 28,655 |
| 5 | Respread topsoil | m2 | 24,392 | 1.00 | 24,392 |
| 6 | Fill over site (assume 0.5m) excluding central POS | m2 | 11,975 | 25.00 | 299,375 |
| 7 | Hydromulch (no seed) | m2 | 23,949 | 0.45 | 10,777 |
| 8 | QA , testing and as constructed drawings | Item | 1 | 7,500.00 | 7,500 |
| Sub-Total - EARTHWORKS | | | | | 414,354 |

RETAINING WALLS

| | | | | | |
|------------------------------------|------------------------------------|---|-----|--------|---------------|
| 9 | Limestone retaining wall 0-1m high | m | 172 | 500.00 | 86,000 |
| Sub-Total - RETAINING WALLS | | | | | 86,000 |

SEWER RETICULATION

| | | | | | |
|----|--------------------------------------|------|-----|----------|--------|
| 10 | 150 dia drain | m | 492 | 120.00 | 59,040 |
| 11 | Steel sleeve | m | 20 | 1,000.00 | 20,000 |
| 12 | Connection to lots | No | 30 | 600.00 | 18,000 |
| 13 | Manhole/access chamber structures | No | 8 | 4,500.00 | 36,000 |
| 14 | Allow for Water Corporation liason | Item | 1 | 5,000.00 | 5,000 |
| 15 | Allow for testing etc | Item | 1 | 5,000.00 | 5,000 |
| 16 | Allow for locating existing services | Item | 1 | 5,000.00 | 5,000 |

PIESSE LAKE RESIDENTIAL DEVELOPMENT - REV2

| Ref | Description | Unit | Quantity | Rate \$ | Sub-Total \$ |
|-----|-------------|------|----------|------------|-----------------|
|-----|-------------|------|----------|------------|-----------------|

Sub-Total - SEWER RETICULATION

148,040

STORMWATER DRAINAGE

| | | | | | |
|----|---|------|-----|----------|--------|
| 17 | 225 dia drain | m | 150 | 200.00 | 30,000 |
| 18 | 300 dia drain | m | 370 | 260.00 | 96,200 |
| 19 | 375 dia drain | m | 160 | 280.00 | 44,800 |
| 20 | 150 dia sub soil drainage pipe | m | 735 | 50.00 | 36,750 |
| 21 | Headwall to suit 375 drain | No | 5 | 2,000.00 | 10,000 |
| 22 | Stormwater manhole | No | 22 | 2,750.00 | 60,500 |
| 23 | Stormater inlet pit | No | 5 | 3,250.00 | 16,250 |
| 24 | Bio filtration basin (based on approx 2% of road area) | m2 | 60 | 250.00 | 15,000 |
| 25 | Allow for testing etc | Item | 1 | 5,000.00 | 5,000 |

Sub-Total - STORMWATER DRAINAGE

314,500

WATER

| | | | | | |
|----|--|------|-----|----------|----------|
| 26 | 20 dia water service | m | 170 | 20.00 | 3,400 |
| 27 | 20 dia water service (internal to rear for pack lots) | m | 220 | 20.00 | 4,400 |
| 28 | 100 dia water service | m | 441 | 120.00 | 52,920 |
| 29 | 100 dia valves and valve box | No | 3 | 1,500.00 | 4,500.00 |
| 30 | 100dia flushing points and valve box | No | 3 | 1,500.00 | 4,500 |
| 31 | Trench and reintate road (for connection to existing main) | m | 32 | 100.00 | 3,200 |
| 32 | Hydrants | No | 3 | 1,500.00 | 4,500.00 |
| 33 | Connections to houses | No | 33 | 200.00 | 6,600 |
| 34 | Allow for Water Corporation liason | Item | 1 | 5,000.00 | 5,000 |
| 35 | Allow for testing etc | Item | 1 | 5,000.00 | 5,000.00 |

PIESSE LAKE RESIDENTIAL DEVELOPMENT - REV2

| Ref | Description | Unit | Quantity | Rate \$ | Sub-Total \$ |
|-----|-------------|------|----------|------------|-----------------|
|-----|-------------|------|----------|------------|-----------------|

| | | | | | |
|----|--------------------------------------|------|---|----------|----------|
| 36 | Allow for locating existing services | Item | 1 | 5,000.00 | 5,000.00 |
|----|--------------------------------------|------|---|----------|----------|

Sub-Total - WATER

99,020

ROADWORKS

| | | | | | |
|----|---|----|-------|-------|---------|
| 37 | Road comprising subgrade preparation, 300 gravel base course, prime seal and 25 asphalt | m2 | 2,549 | 60.00 | 152,940 |
|----|---|----|-------|-------|---------|

| | | | | | |
|----|--|----|-------|-------|--------|
| 38 | Gravel, sand, and mulch to south verge | m2 | 1,700 | 10.00 | 17,000 |
|----|--|----|-------|-------|--------|

| | | | | | |
|----|--|----|-----|-------|-------|
| 39 | Gravel, sand, and mulch to north verge | m2 | 850 | 10.00 | 8,500 |
|----|--|----|-----|-------|-------|

| | | | | | |
|----|-------------------|---|-------|-------|--------|
| 40 | Mountable kerbing | m | 1,208 | 30.00 | 36,240 |
|----|-------------------|---|-------|-------|--------|

| | | | | | |
|----|--|----|-------|-------|---------|
| 41 | Trafficable brick paving on subbase and compacted subgrade | m2 | 1,335 | 90.00 | 120,150 |
|----|--|----|-------|-------|---------|

| | | | | | |
|----|---------|------|---|----------|-------|
| 42 | Signage | Item | 1 | 2,500.00 | 2,500 |
|----|---------|------|---|----------|-------|

| | | | | | |
|----|---|----|---|----------|-------|
| 43 | Connection/ link in to existing main road | No | 2 | 1,000.00 | 2,000 |
|----|---|----|---|----------|-------|

Sub-Total - ROADWORKS

339,330

FOOTPATHS

| | | | | | |
|----|---|----|-----|-------|--------|
| 44 | Concrete footpath 2m wide (allowance each side of road) | m2 | 850 | 65.00 | 55,250 |
|----|---|----|-----|-------|--------|

Sub-Total - FOOTPATHS

55,250

LANDSCAPING

| | | | | | |
|----|--------------------------|----|-------|------|--------|
| 45 | Minor levelling and trim | m2 | 5,000 | 2.00 | 10,000 |
|----|--------------------------|----|-------|------|--------|

| | | | | | |
|----|-----------------------------------|----|-----|------|-------|
| 46 | Claycrete PAW/POS Paths (2m wide) | m2 | 200 | 5.00 | 1,000 |
|----|-----------------------------------|----|-----|------|-------|

| | | | | | |
|----|---|----|-------|-------|--------|
| 47 | Low Shrub and Ground Covers (inc. Tube stock mulch and soil amelioration and plants at 4/sqm) | m2 | 1,200 | 30.00 | 36,000 |
|----|---|----|-------|-------|--------|

| | | | | | |
|----|--------------|----|-------|-------|--------|
| 48 | Mulch/Gravel | m2 | 1,400 | 10.00 | 14,000 |
|----|--------------|----|-------|-------|--------|

| | | | | | |
|----|--------------------|----|-------|-------|--------|
| 49 | Gravel/Sand (75mm) | m2 | 4,000 | 10.00 | 40,000 |
|----|--------------------|----|-------|-------|--------|

| | | | | | |
|----|--|----|----|--------|-------|
| 50 | Tree Plantings (45lt) inc. staking, soil amelioration and mulching | No | 15 | 300.00 | 4,500 |
|----|--|----|----|--------|-------|

| | | | | | |
|----|--------------------------------------|----|-----|-------|-------|
| 51 | PAW South - Gravel/sand Mulch (75mm) | m2 | 300 | 10.00 | 3,000 |
|----|--------------------------------------|----|-----|-------|-------|

PIESSE LAKE RESIDENTIAL DEVELOPMENT - REV2

| Ref | Description | Unit | Quantity | Rate \$ | Sub-Total \$ |
|-----|-------------|------|----------|------------|-----------------|
|-----|-------------|------|----------|------------|-----------------|

| | | | | | |
|----|--------------------------------------|----|-----|-------|-------|
| 52 | PAW North - Gravel/sand Mulch (75mm) | m2 | 400 | 10.00 | 4,000 |
|----|--------------------------------------|----|-----|-------|-------|

| | | | | | |
|--------------------------------|--|--|--|--|----------------|
| Sub-Total - LANDSCAPING | | | | | 112,500 |
|--------------------------------|--|--|--|--|----------------|

UNDERGROUND POWER SUPPLY AND INSTALLATION

| | | | | | |
|----|-------------------|---------|----|----------|---------|
| 53 | Power (allowance) | Per Lot | 33 | 4,800.00 | 158,400 |
|----|-------------------|---------|----|----------|---------|

| | | | | | |
|----|-----------------------------|----|---|----------|--------|
| 54 | Street Lighting Say 8 poles | No | 8 | 6,000.00 | 48,000 |
|----|-----------------------------|----|---|----------|--------|

| | | | | | |
|---|--|--|--|--|----------------|
| Sub-Total - UNDERGROUND POWER SUPPLY AND | | | | | 206,400 |
|---|--|--|--|--|----------------|

NATIONAL BROADBAND NETWORK CO

| | | | | | |
|----|--|---------|----|----------|--------|
| 55 | NBN (conduits and pits only) (allowance) | Per Lot | 33 | 1,500.00 | 49,500 |
|----|--|---------|----|----------|--------|

| | | | | | |
|--|--|--|--|--|---------------|
| Sub-Total - NATIONAL BROADBAND NETWORK CO | | | | | 49,500 |
|--|--|--|--|--|---------------|

PROVISIONAL SUMS

| | | | | | |
|----|------------------|------|---|-----------|--------|
| 56 | Allowance say 5% | Item | 1 | 90,000.00 | 90,000 |
|----|------------------|------|---|-----------|--------|

| | | | | | |
|-------------------------------------|--|--|--|--|---------------|
| Sub-Total - PROVISIONAL SUMS | | | | | 90,000 |
|-------------------------------------|--|--|--|--|---------------|



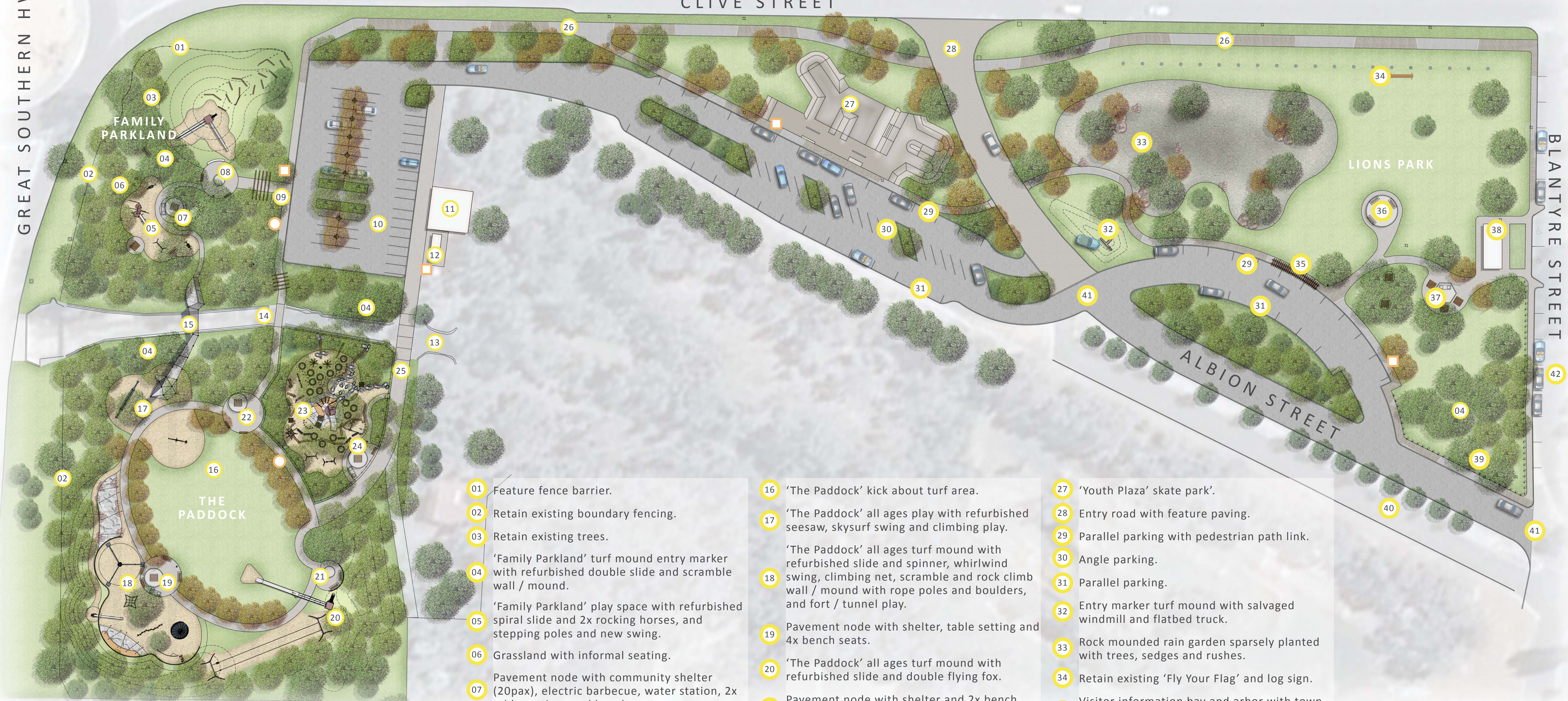


KATANNING WELCOME PRECINCT

DESIGN DEVELOPMENT

JULY 2018





- 01 Feature fence barrier.
- 02 Retain existing boundary fencing.
- 03 Retain existing trees.
- 04 'Family Parkland' turf mound entry marker with refurbished double slide and scramble wall / mound.
- 05 'Family Parkland' play space with refurbished spiral slide and 2x rocking horses, and stepping poles and new swing.
- 06 Grassland with informal seating.
- 07 Pavement node with community shelter (20pax), electric barbecue, water station, 2x table settings and bench seat.
- 08 Pavement node with shelter, concrete seating wall and 2x bench seats.
- 09 Pedestrian path to railway station building / 'Family Parkland' framed with timber arbor.
- 10 Railway square carpark.
- 11 Existing railway station building.
- 12 New toilet facility.
- 13 Fenced drainage swale with culverts for pedestrian and service vehicle access.
- 14 Fenced drainage swale with steel bridge for pedestrian access.
- 15 Aerial play-way.

- 16 'The Paddock' kick about turf area.
- 17 'The Paddock' all ages play with refurbished seesaw, skysurf swing and climbing play.
- 18 'The Paddock' all ages turf mound with refurbished slide and spinner, whirlwind swing, climbing net, scramble and rock climb wall / mound with rope poles and boulders, and fort / tunnel play.
- 19 Pavement node with shelter, table setting and 4x bench seats.
- 20 'The Paddock' all ages turf mound with refurbished slide and double flying fox.
- 21 Pavement node with shelter and 2x bench seats.
- 22 Pavement node with community shelter (20pax), electric barbecue, water station, 2x table settings and bench seat.
- 23 'The Paddock' enclosed childrens playground with shade shelter, rock mounded windmill fort, 2x slides, 2x double swings, seesaw, water, sound and sculptural play elements, fallen logs and stepping poles.
- 24 Enclosed pavement node with shelter, electric barbecue, water station, table setting and bench seat.
- 25 Service / pedestrian pavement.
- 26 Pedestrian promenade with feature paving.

- 27 'Youth Plaza' skate park'.
- 28 Entry road with feature paving.
- 29 Parallel parking with pedestrian path link.
- 30 Angle parking.
- 31 Parallel parking.
- 32 Entry marker turf mound with salvaged windmill and flatbed truck.
- 33 Rock mounded rain garden sparsely planted with trees, sedges and rushes.
- 34 Retain existing 'Fly Your Flag' and log sign.
- 35 Visitor information bay and arbor with town map / information sign.
- 36 Refurbish existing family shelter with 3x bench seats.
- 37 Retain existing shelter, with new electric barbecue, power outlet and 6x table settings.
- 38 Pavement node with changing places facility and on-road parking with disabled bays.
- 39 Bollard protection to Lions Park.
- 40 Rehabilitate redundant street or potential 'street' skate.
- 41 New four-way road intersection.
- 42 Redesignate Blantyre Street two-way.

○ Security camera (2).

□ General and recycle bin station (4).

KATANNING WELCOME PRECINCT

WELCOME PRECINCT DESIGN DEVELOPMENT MASTER PLAN
JULY 2018

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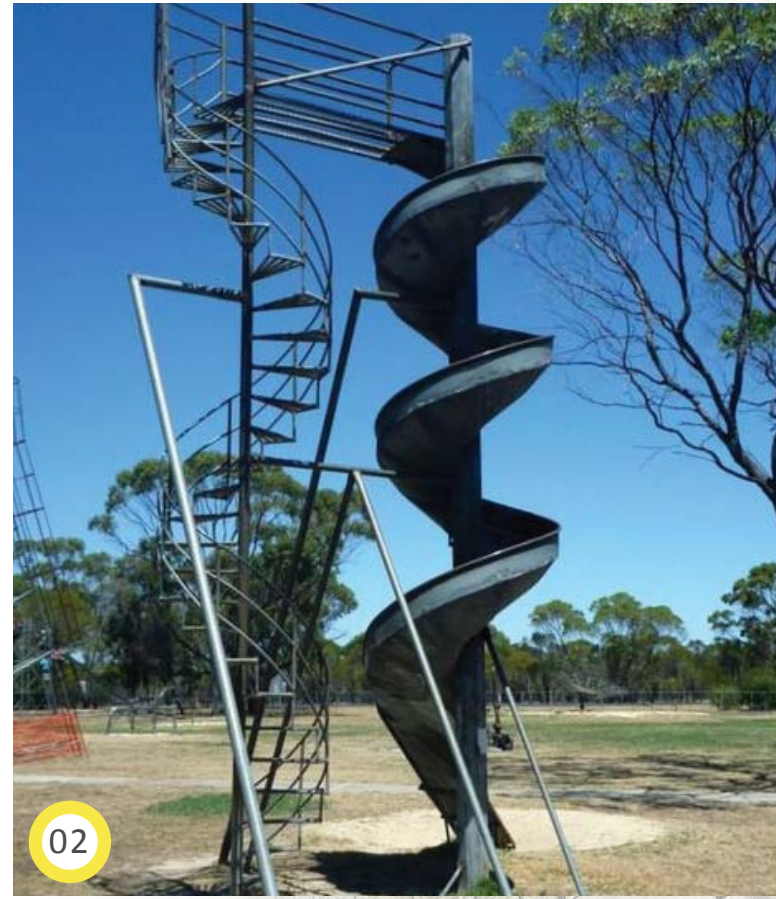


LANDSCAPE ARCHITECTS

414 ROKEBY RD SUBIACO WA 6008
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01



02



03

REFURBISHED PLAY ELEMENTS



04



05

SCRAMBLE TRACK

SWING



06

STEPPING POLES AND FALLEN LOGS



FAMILY PARKLAND

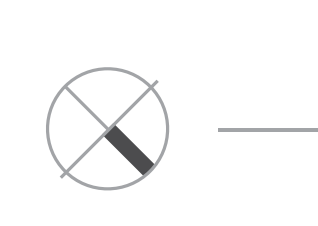
KATANNING WELCOME PRECINCT

COMMUNITY PLAYGROUND DESIGN DEVELOPMENT CONCEPT IMAGERY
JUNE 2018

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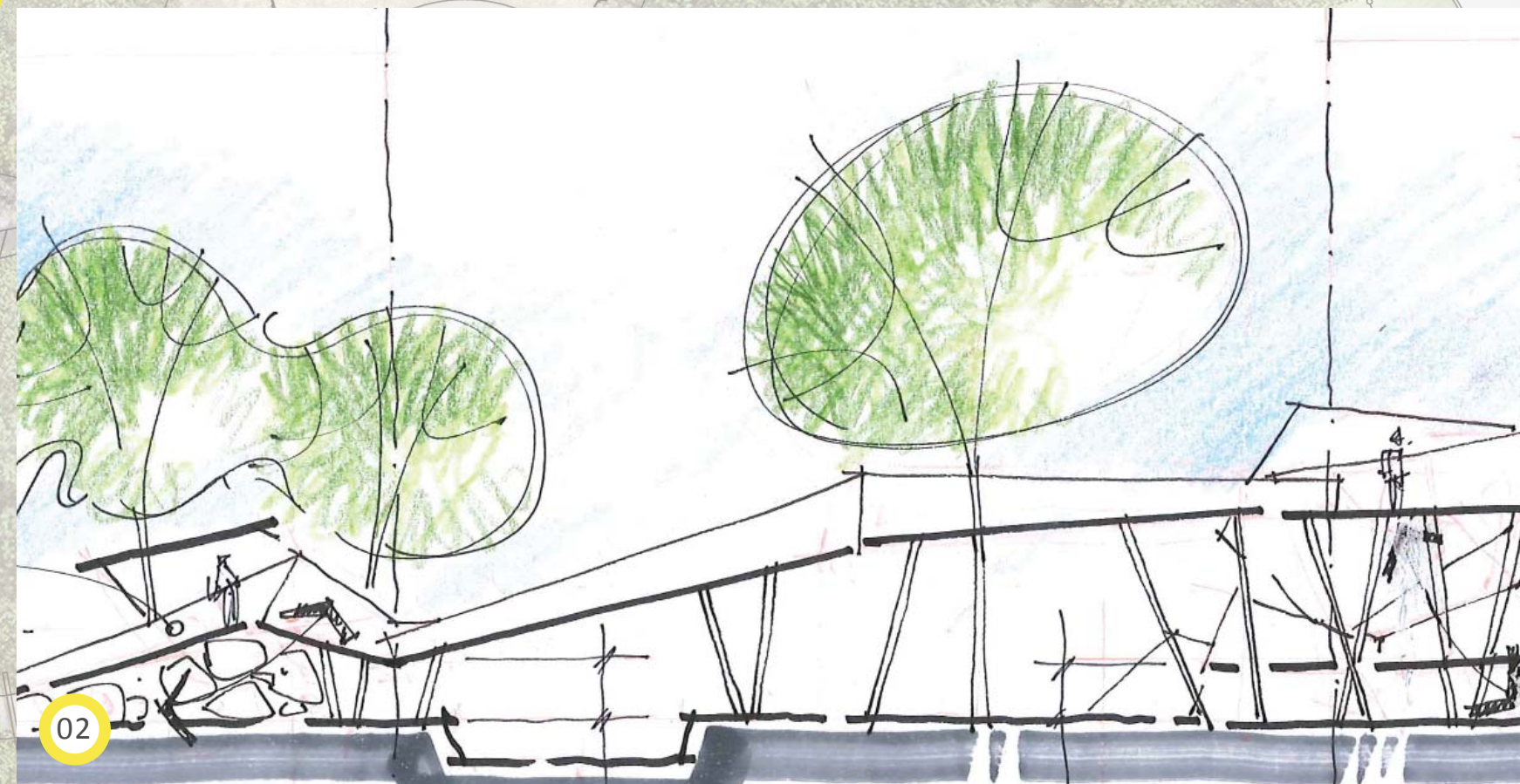
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REFURBISHED PLAY ELEMENT



AERIAL PLAY-WAY



SKYSURF SWING



CLIMBING PLAY

THE PADDOCK ALL AGES PLAYGROUND

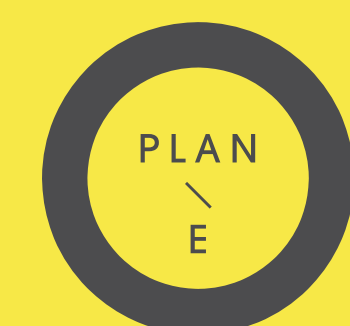
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COMMUNITY PLAYGROUND DESIGN DEVELOPMENT CONCEPT IMAGERY
JUNE 2018

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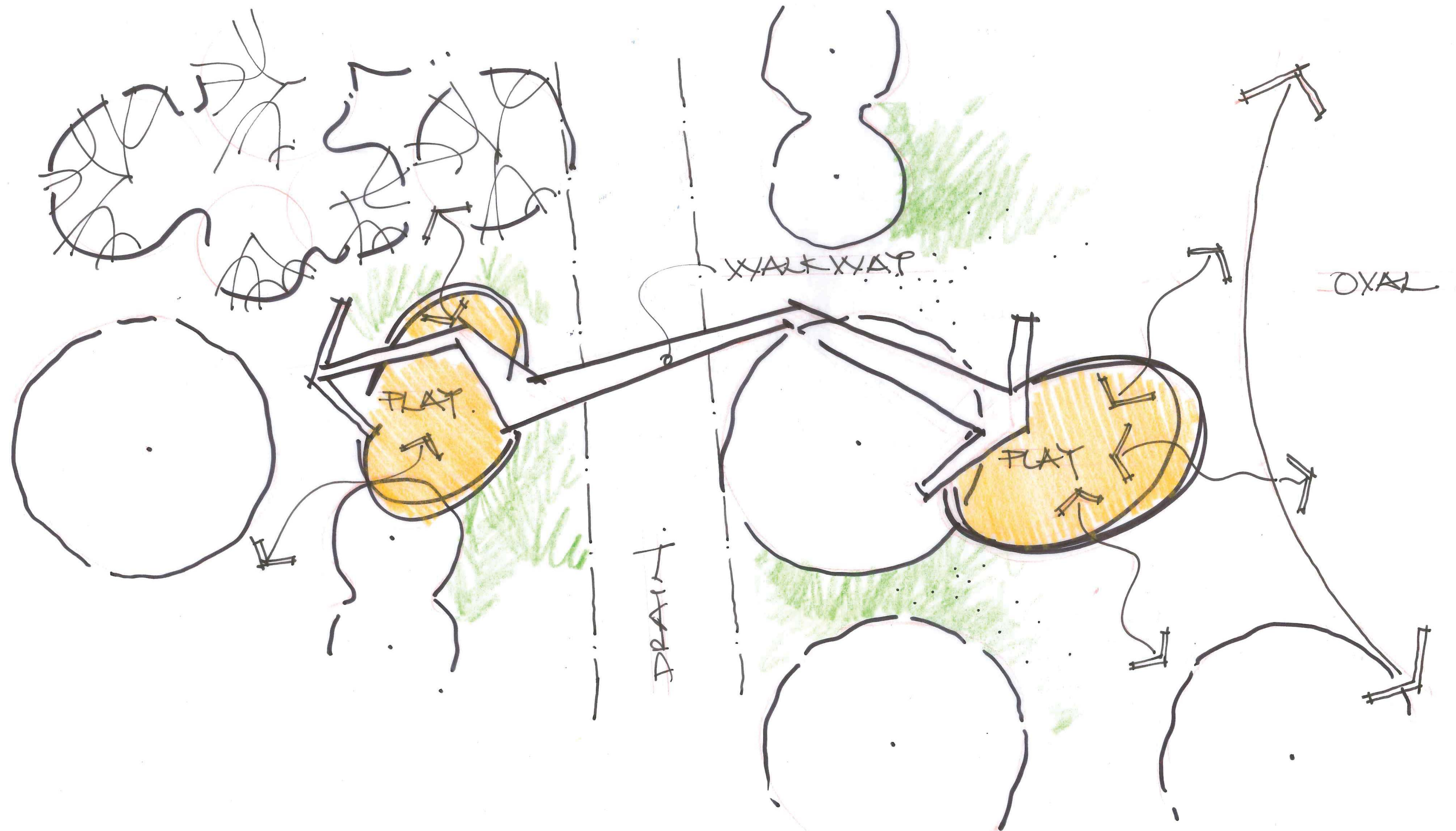
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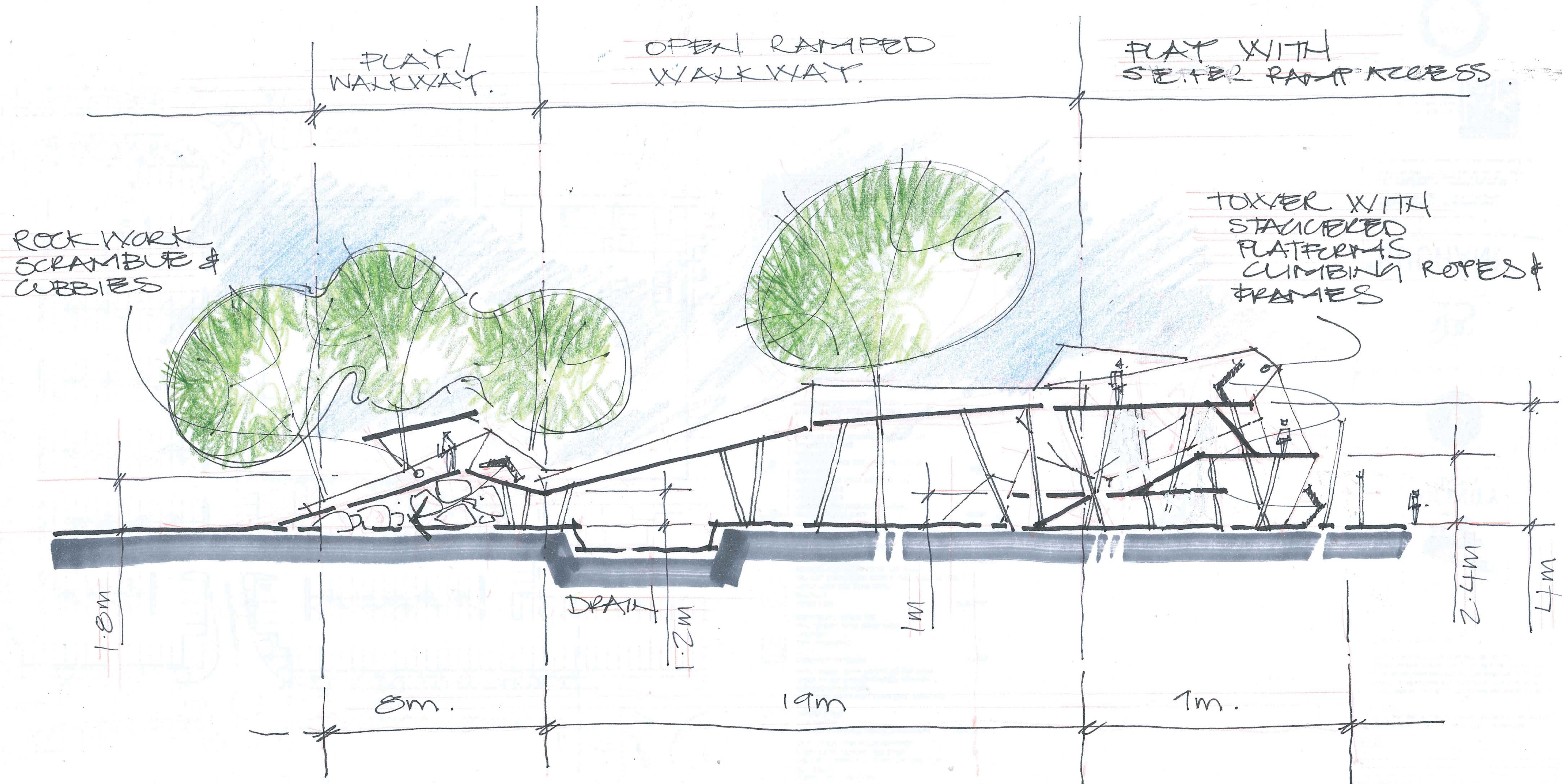
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KATANNING WELCOME PRECINCT

DESIGN DEVELOPMENT AERIAL WALKWAY ELEVATION
JUNE 2018

JOB NO. 1710601

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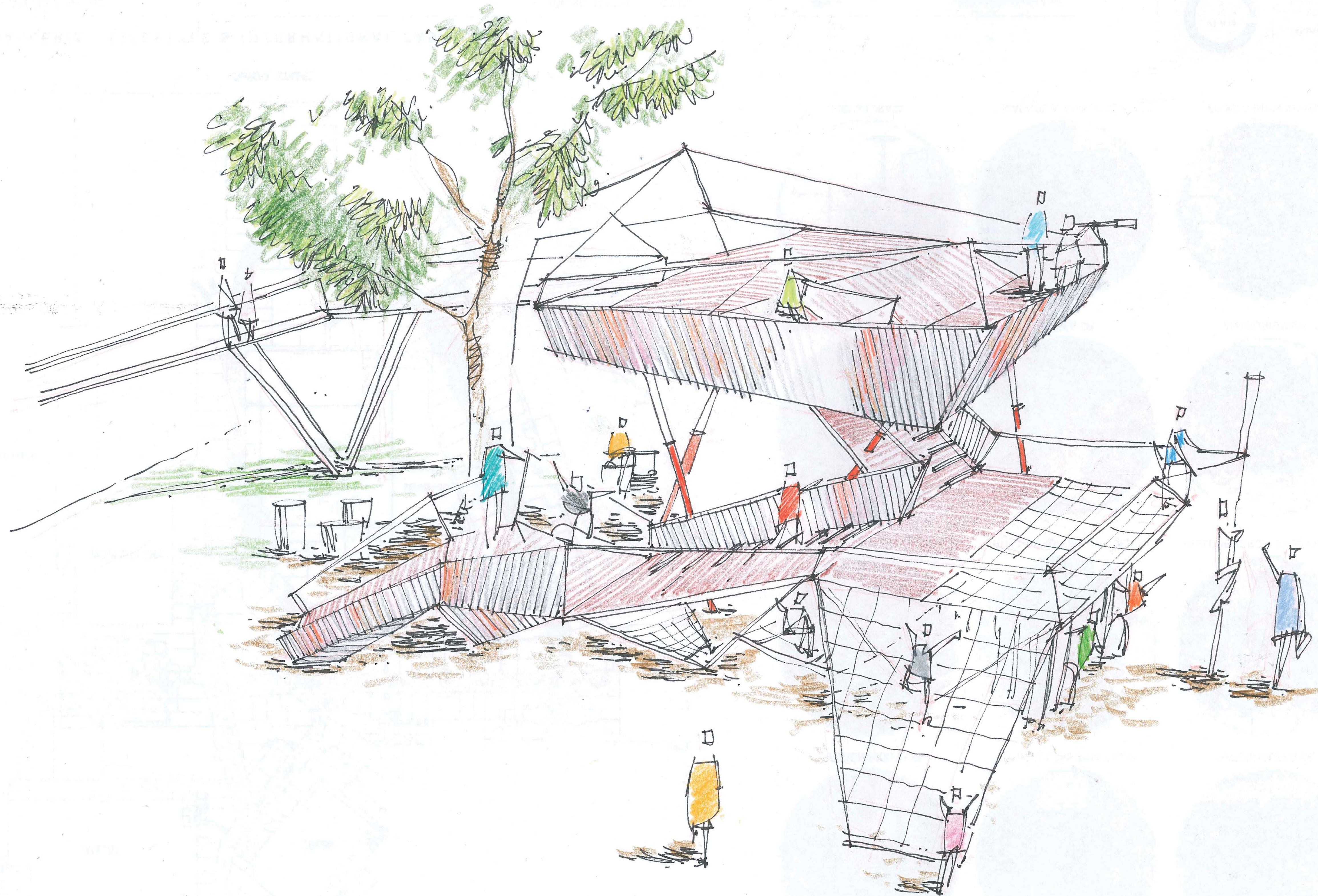
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KATANNING WELCOME PRECINCT

DESIGN DEVELOPMENT AERIAL WALKWAY PERSPECTIVE
JUNE 2018

JOB NO. 1710601

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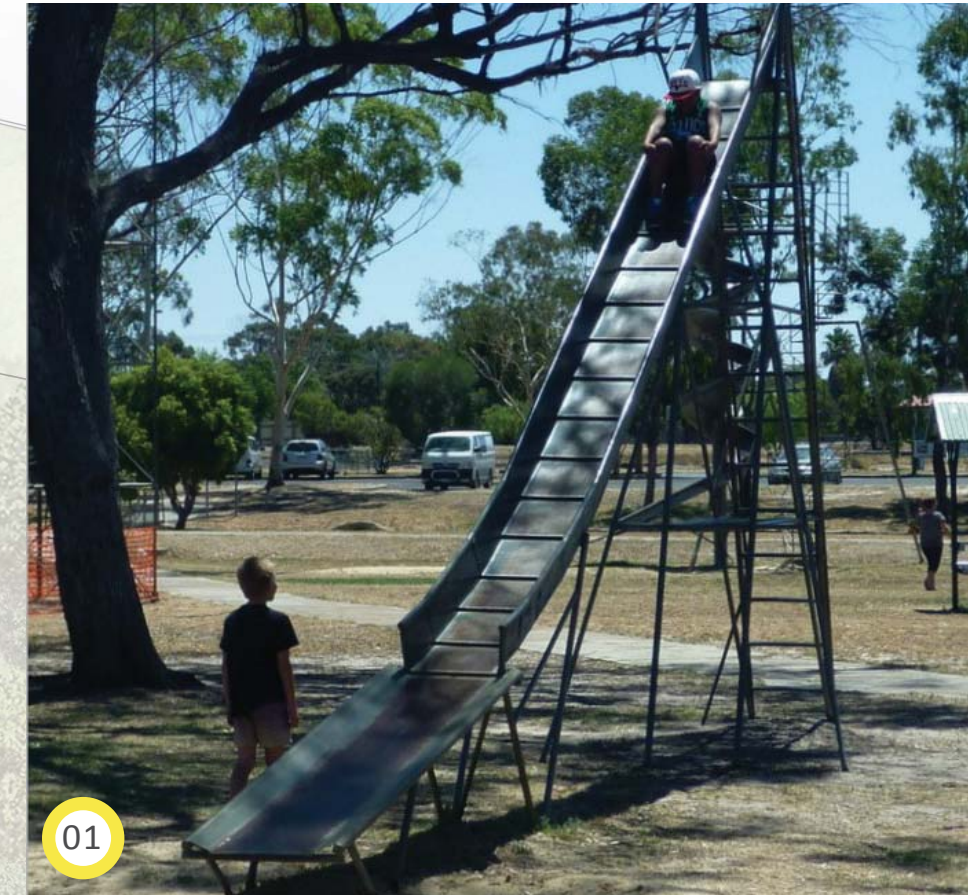
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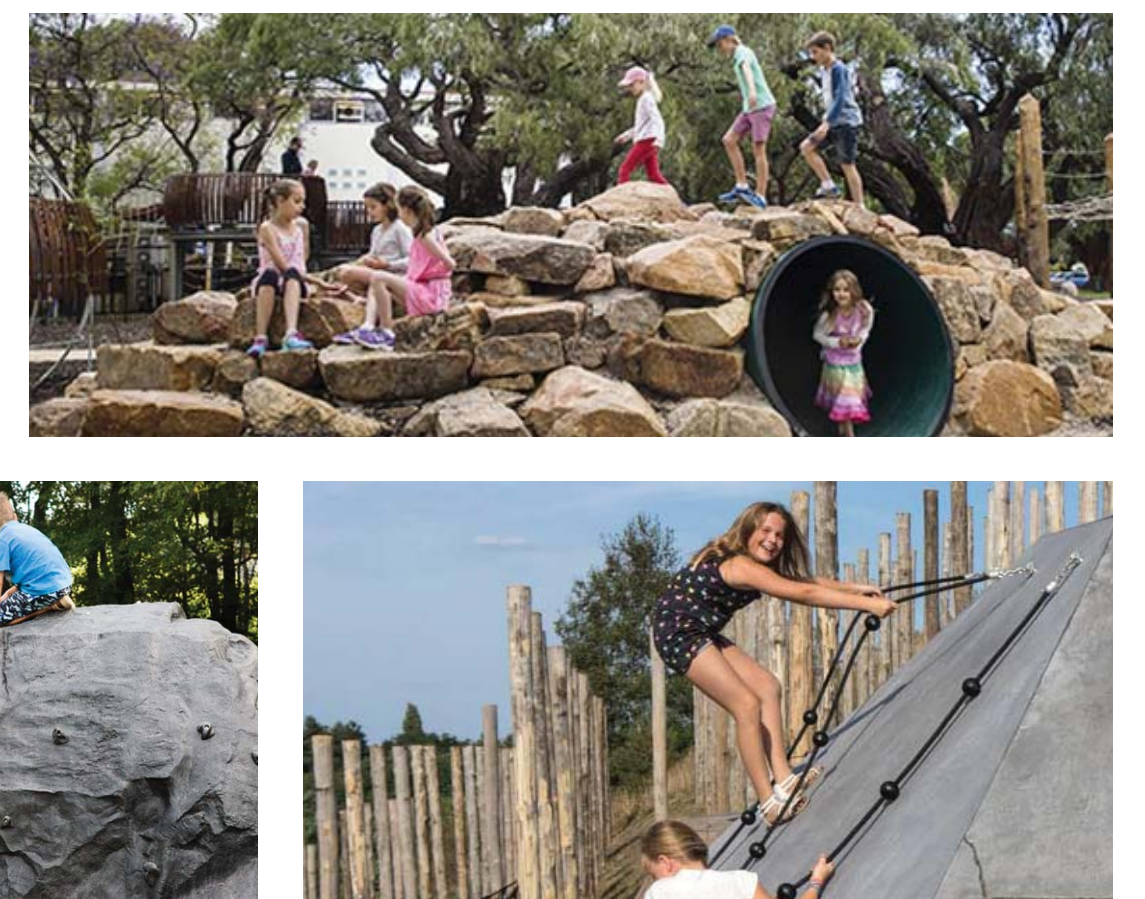


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REFURBISHED PLAY ELEMENTS



SCRAMBLE AND ROCK CLIMB WALL / MOUND WITH ROPE POLES AND BOULDERS



WHIRLWIND SWING

CLIMBING NET

FORT / TUNNEL PLAY

THE PADDOCK ALL AGES PLAYGROUND

KATANNING WELCOME PRECINCT

COMMUNITY PLAYGROUND DESIGN DEVELOPMENT CONCEPT IMAGERY
JUNE 2018

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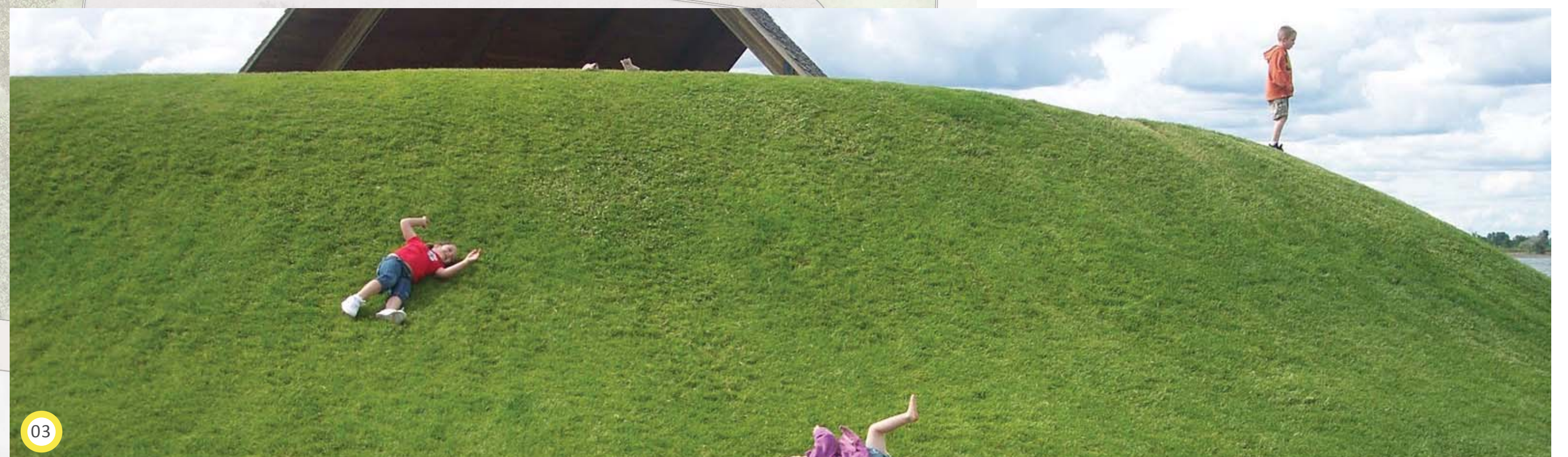
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REFURBISHED PLAY ELEMENT



FLYING FOX



TURF MOUND

THE PADDOCK ALL AGES PLAYGROUND

KATANNING WELCOME PRECINCT

COMMUNITY PLAYGROUND DESIGN DEVELOPMENT CONCEPT IMAGERY
JUNE 2018

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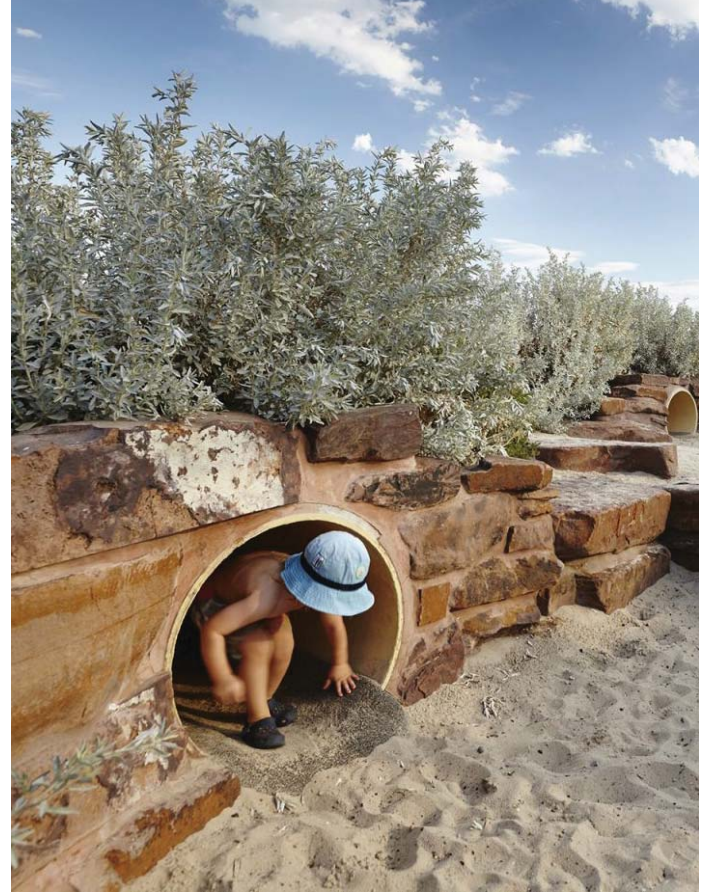


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01 FORT / CUBBY PLAY



02 WATER PLAY



03 SOUND PLAY



04 DOUBLE SWING



05 FOUR PERSON SEE SAW



06 SCULPTURAL PLAY ELEMENTS



THE PADDOCK CHILDRENS PLAYGROUND

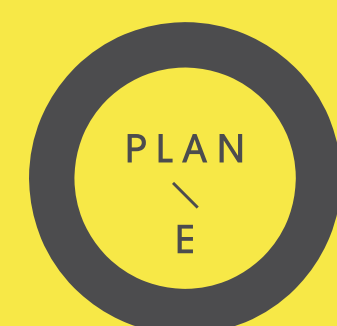
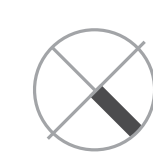
KATANNING WELCOME PRECINCT

COMMUNITY PLAYGROUND DESIGN DEVELOPMENT CONCEPT IMAGERY
JUNE 2018

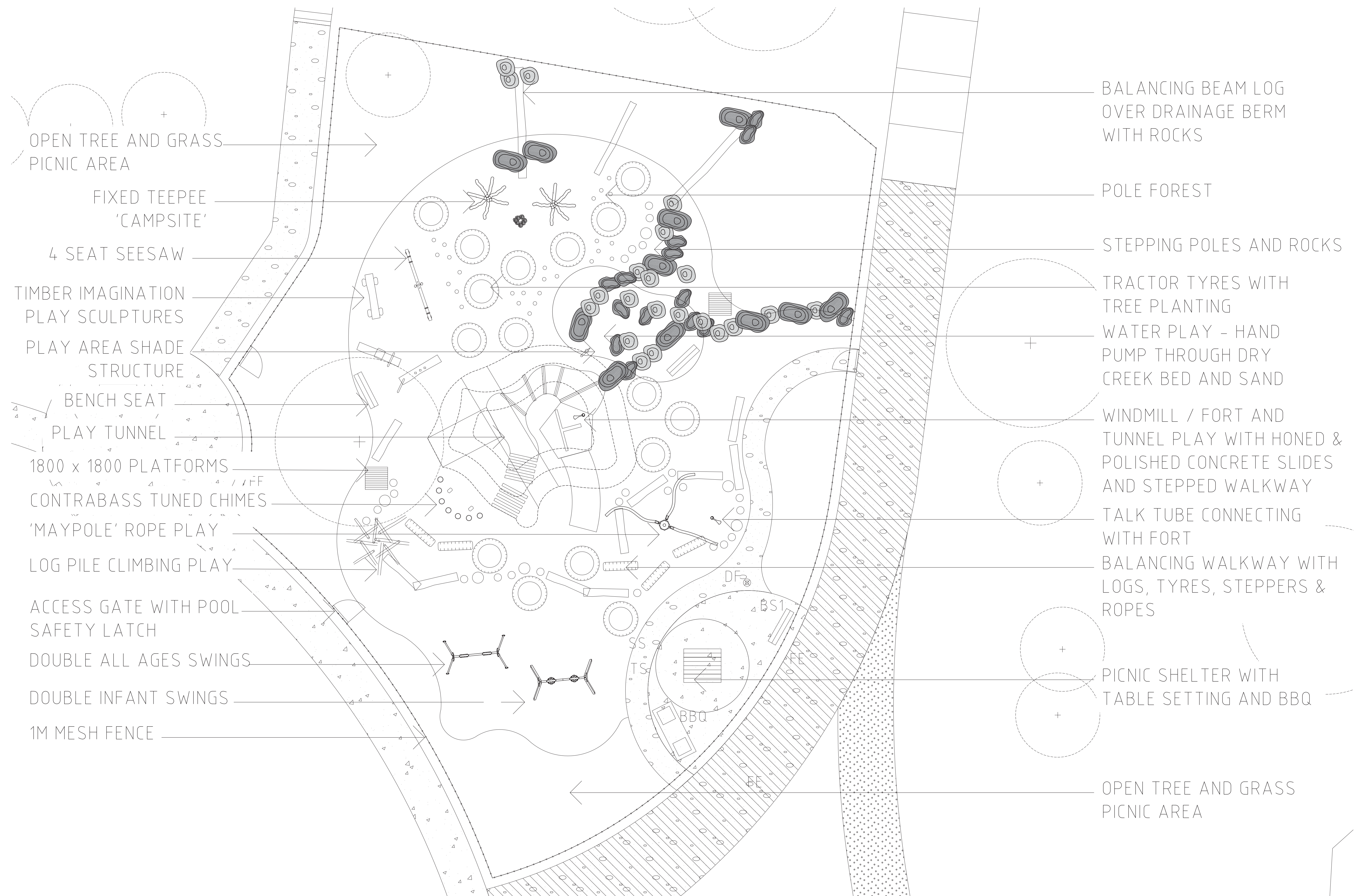
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KATANNING WELCOME PRECINCT

THE PADDOCK CHILDRENS PLAYGROUND
JUNE 2018

JOB NO. 1710601
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LANDSCAPE ARCHITECTS

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HORSESHOE BOWL



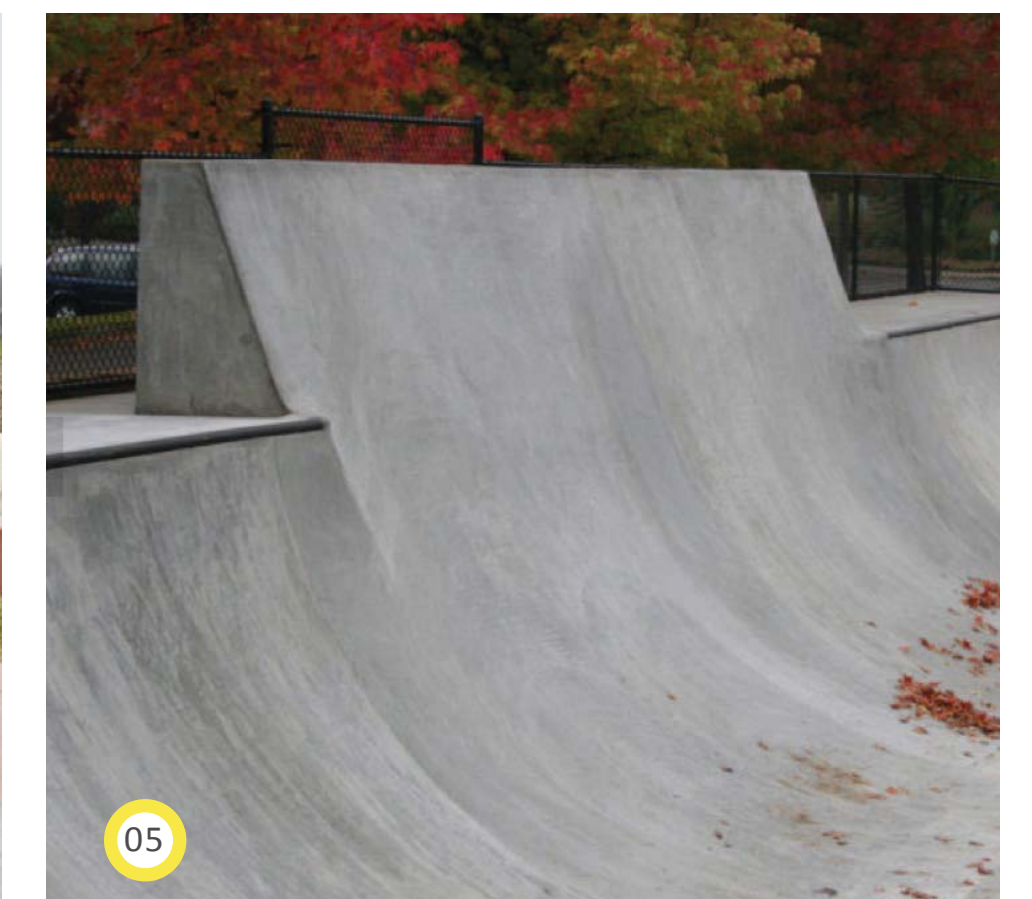
ROUND RAIL



LEDGES



RECTANGLE RAIL & KICKER TO KICKER



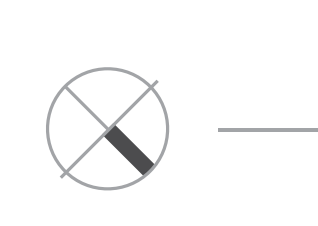
QUARTER PIPE WITH BANK

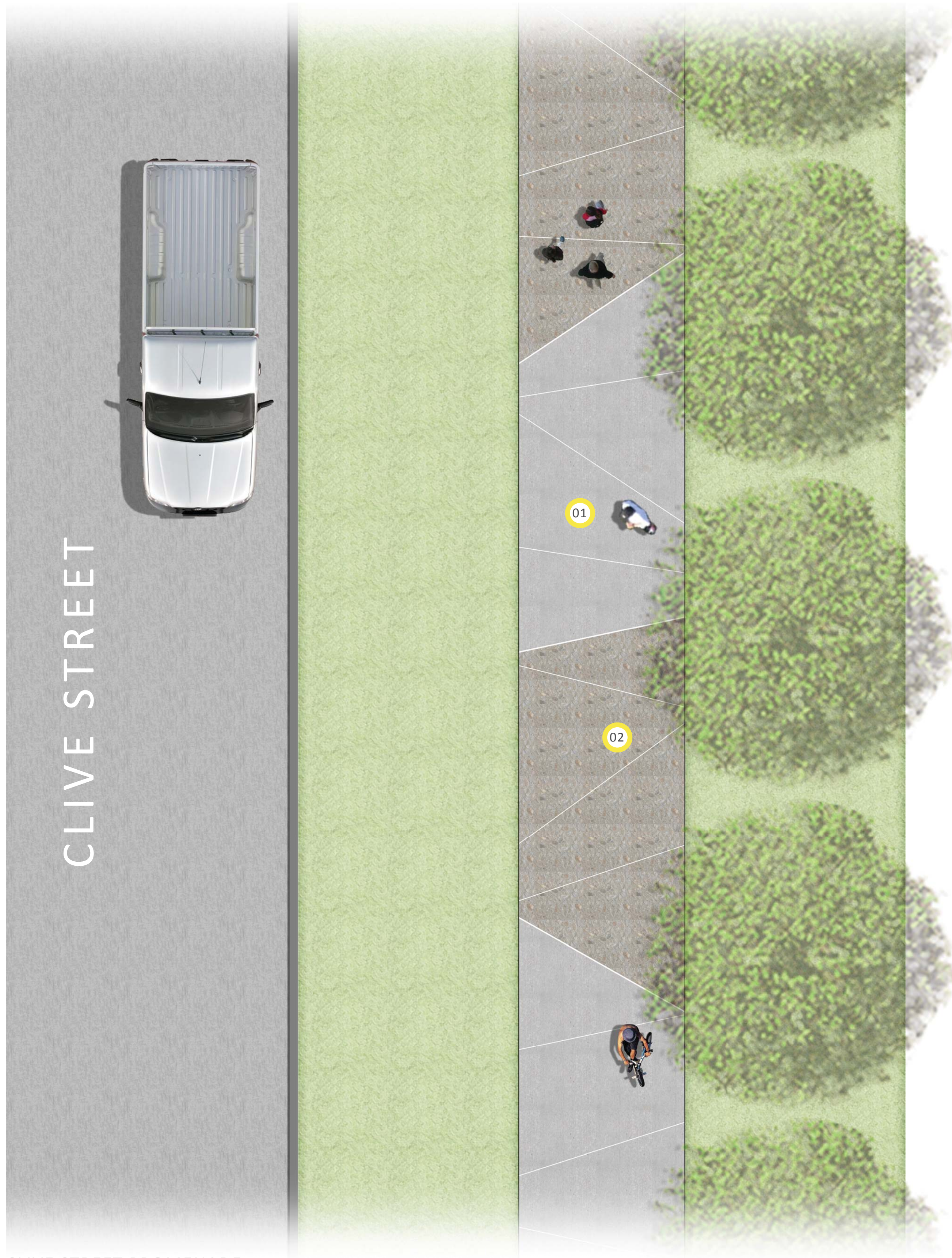


QUARTER PIPE WITH HIP



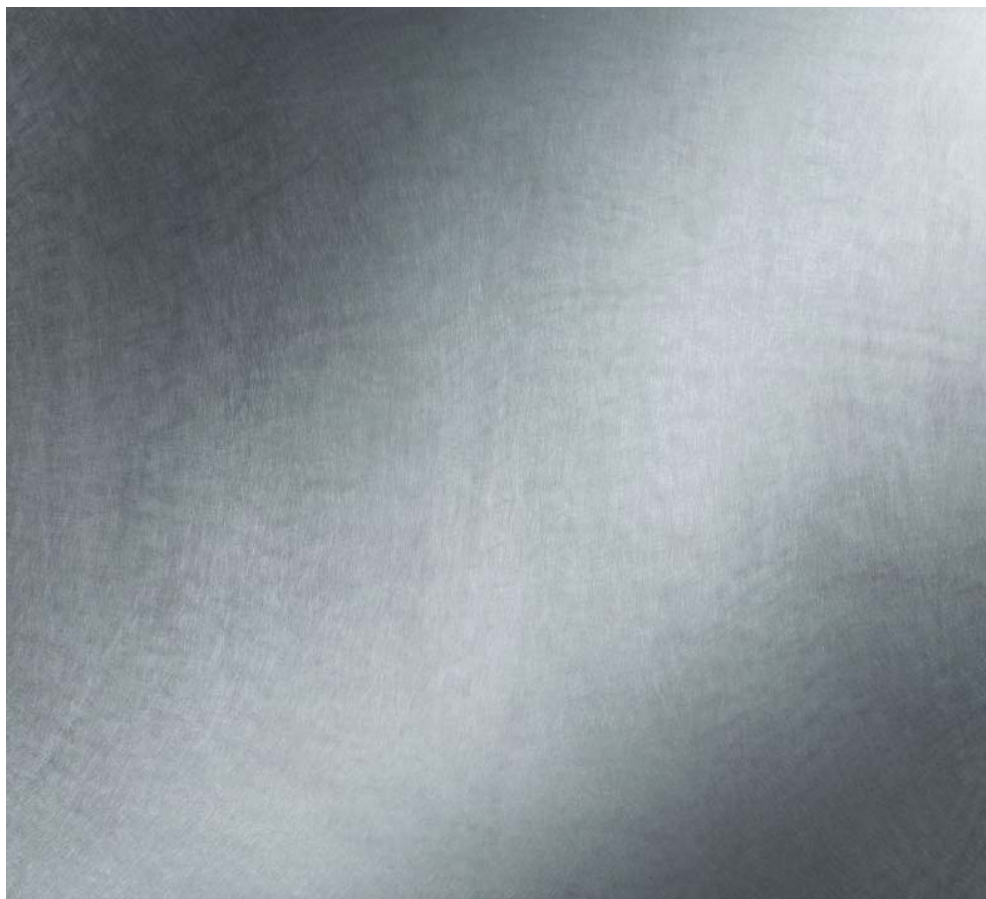
SPINE BOWL





CLIVE STREET PROMENADE

MATERIALS



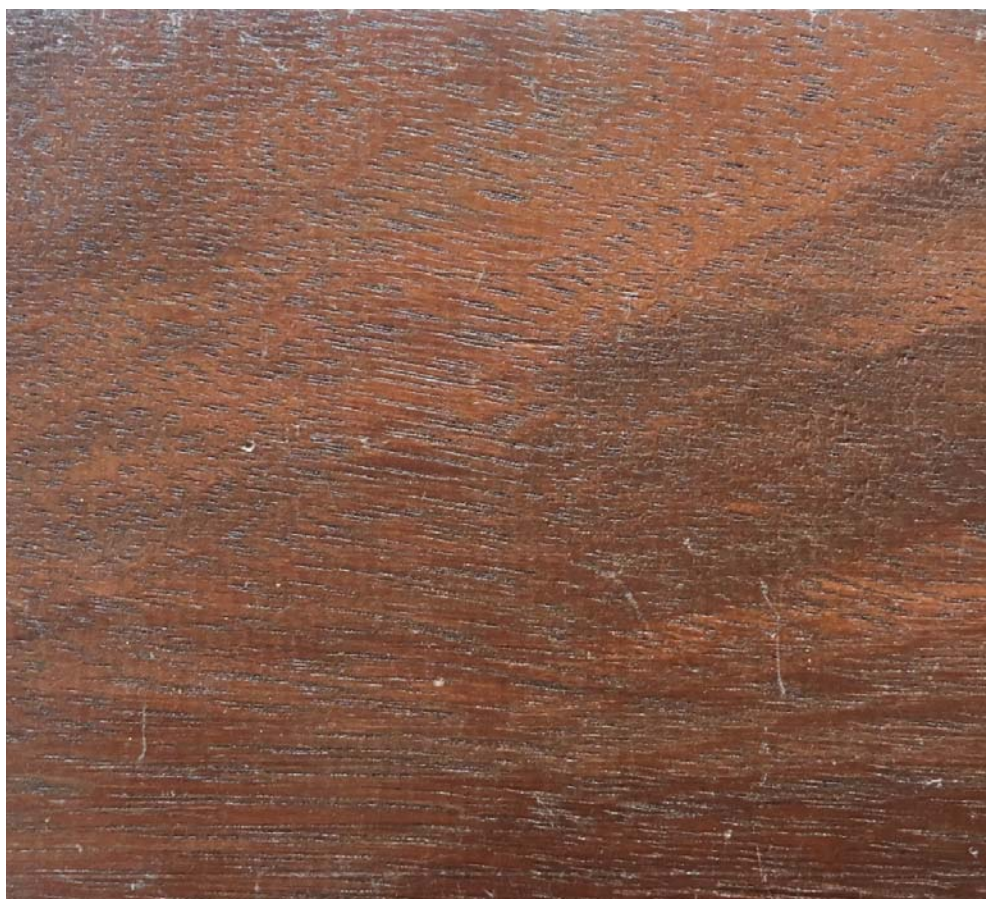
ALUMINIUM



STAINLESS STEEL



HOT DIP GALVANISED STEEL



JARRAH TIMBER



GRANITE ROCK



BARK MULCH SOFTFALL



BRUSHED CONCRETE



EXPOSED CONCRETE - URBANSTONE 2068



01 BENCH SEATING WITH BACKREST



02 BENCH SEATING WITHOUT BACKREST



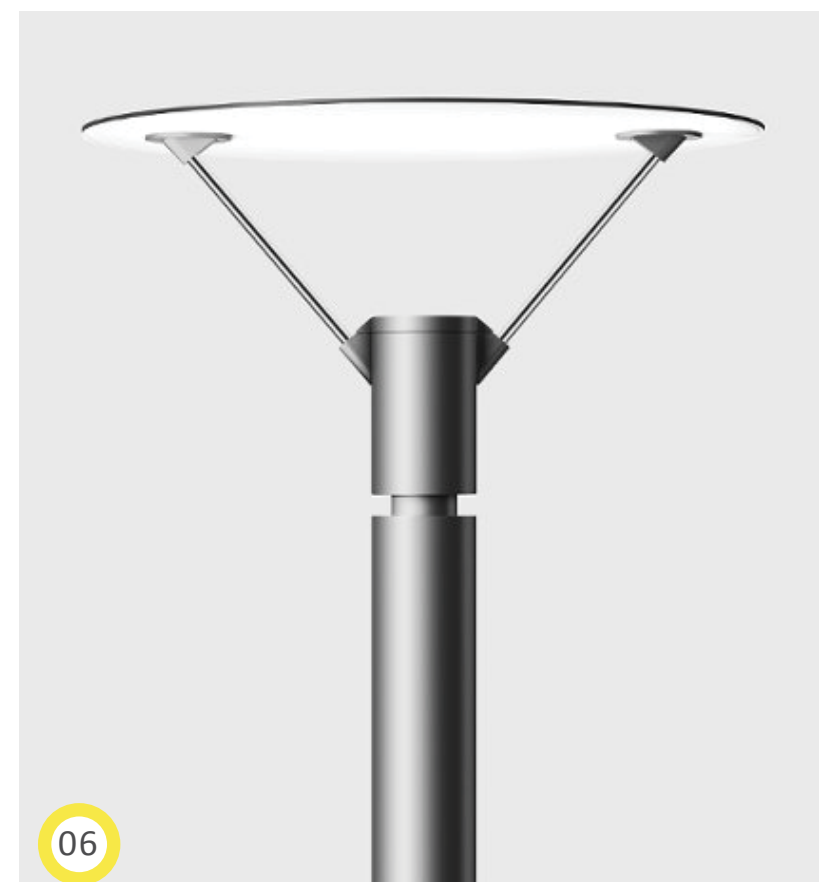
03 TABLE SETTING



04 ELECTRIC BARBECUE



05 DRINKING STATION



06 POLE-TOP LED LIGHT



07 BOLLARD



08 BIN STATION

- 01 BENCH SEATING WITH BACKREST
Commercial Systems Australia - Vertical Slat Seat
Glavanised Frame with Australian Hardwood Timber Battens
1800mmLx575mmWx845mmH
- 02 BENCH SEATING WITHOUT BACKREST
Commercial Systems Australia - Albert Park Bench
Glavanised Frame with Australian Hardwood Timber Battens
1800mmLx450mmWx505mmH
- 03 TABLE SETTING
Commercial Systems Australia - Albert Park Setting
Glavanised Steel Frame with 304 Stainless Steel Top
1800mmLx1800mmWx750mmH
- 04 ELECTRIC BARBECUE
Christie - A Series Double All-Access Barbecue
Aluminium
1900mmL x 1200mmW x 855mmH
- 05 WATER STATION
Exertia - All Abilities Drinking Fountain
- 06 POLE-TOP LED LIGHT
BEGA - Pole-Top Luminaire Adjustable Light Distribution
316 stainless steel and aluminium
4000mmH
- 07 CUSTOM BOLLARD
- 08 BIN STATION
Exertia - Driftwood Bin
Powdercoated Pressed Metal and Timber Look Aluminium Slats

FURNITURE

KATANNING WELCOME PRECINCT

DESIGN DEVELOPMENT FURNITURE SELECTION
JULY 2018

JOB NO. 1710601
NOT TO SCALE

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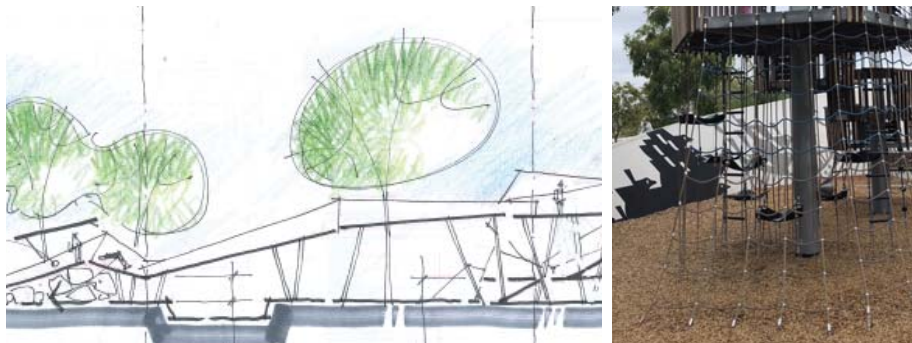
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LANDSCAPE ARCHITECTS

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T: (08) 9388 9566 E: mail@plane.com.au











| 1.00 FAMILY PARKLAND | | | | | |
|----------------------|------------------------------|----------|--|--|---|
| | ITEM | QUANTITY | ACTION | MATERIAL / FINISH | IMAGE |
| 1.01 | Giant Double Slide | 1 | Refurbish and Reuse | HDG Steel with Painted Colour Highlight |  |
| 1.02 | Giant Spiral Slide | 1 | Refurbish and Reuse | HDG Steel with Painted Colour Highlight |  |
| 1.03 | Giant Rocking Horse | 2 | Refurbish and Reuse | HDG Steel |  |
| 1.04 | Double Swing | 1 | Off Shelf (Urban Play) | HDG Steel with Painted Primary Colours |  |
| 1.05 | Rock Work and Path Scramble | 1 | Bespoke | Wagin Granite and Formed Edges |  |
| 1.06 | Totem and Stepper Poles | 26/8 | Bespoke | Jarrah Timber |  |
| 1.07 | Stepper Poles | 8 | Bespoke | HDG Steel |  |
| 1.08 | Katanning Memorial Fountain | 1 | Refurbish and Reuse | N/A |  |
| 1.09 | Katanning Windmill and Truck | 1 | Refurbish and Reuse - Lions Park Entry Statement | N/A |  |
| 1.10 | Aerial Play-Way | 1 | Bespoke | HDG Steel and HDG Steel Sheeting with Painted Colour Highlight |  |









KATANNING WELCOME PRECINCT





















LANDSCAPE ARCHITECTS











414 ROKEBY RD SUBIACO WA 6008
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| 1.00 FAMILY PARKLAND (continued) | | | | | |
|----------------------------------|-----------------------------|----------|--------------------------------|---|---|
| | ITEM | QUANTITY | ACTION | MATERIAL / FINISH | IMAGE |
| 1.11 | Fence | 1 | Off Shelf | Black HDG Chain Mesh With Pool Safety Latch |  |
| 1.12 | Entry Gateway Structure | 2 | Bespoke | Painted HDG Steel |  |
| 1.13 | Shade Structure | 2 | Bespoke | HDG Steel with Colorbond Roof |  |
| 1.14 | Double Electric Barbecue | 1 | Off Shelf (Christie) | Stainless Steel |  |
| 1.15 | Table Setting | 2 | Off Shelf (Commercial Systems) | HDG Steel and Composite Timber with Stainless Steel Top |  |
| 1.16 | Bench Seat with Backrest | 3 | Off Shelf (Commercial Systems) | HDG Steel and Composite Timber |  |
| 1.17 | Bench Seat without Backrest | 3 | Off Shelf (Commercial Systems) | HDG Steel and Composite Timber |  |
| 1.18 | Seating Wall | 1 | Bespoke | Concrete |  |
| 1.19 | Water station | 1 | Off Shelf (Exertia) | Aluminium |  |
| 1.20 | Bin station | 1 | Off Shelf (Exertia) | Powdercoated Pressed Metal and Timber Look Aluminium |  |

| 2.00 THE PADDOCK ALL AGES PLAYGROUND | | | | | |
|--------------------------------------|-----------------------|----------|------------------------------|--|---|
| | ITEM | QUANTITY | ACTION | MATERIAL / FINISH | IMAGE |
| 2.01 | Giant Spinner | 1 | Refurbish and Reuse | HDG Steel with Painted Colour Highlight |  |
| 2.02 | Giant Slide | 2 | Refurbish and Reuse | HDG Steel with Painted Colour Highlight |  |
| 2.03 | Giant See Saw | 1 | Refurbish and Reuse | HDG Steel with Painted Colour Highlight |  |
| 2.04 | Whirlwind Swing | 1 | Off Shelf (Active Discovery) | HDG Steel with Painted Primary Colours |  |
| 2.05 | Sky Surf | 1 | Off Shelf (Active Discovery) | HDG Steel with Painted Primary Colours |  |
| 2.06 | Flying Fox | 1 | Off Shelf | HDG Steel with Painted Primary Colours |  |
| 2.07 | Large Pole Rope Climb | 1 | Bespoke | Stainless Steel and Jarrah Timber with Beige Nylon Cable | |
| 2.08 | Small Pole Rope Climb | 1 | Bespoke | Stainless Steel and Jarrah Timber with Beige Nylon Cable | |
| 2.09 | Rock Rope Climb | 1 | Bespoke | Stainless Steel Cable and Wagin Granite with Beige Nylon Cable |  |
| 2.10 | Rock Lookout | 1 | Bespoke | Wagin Granite |  |

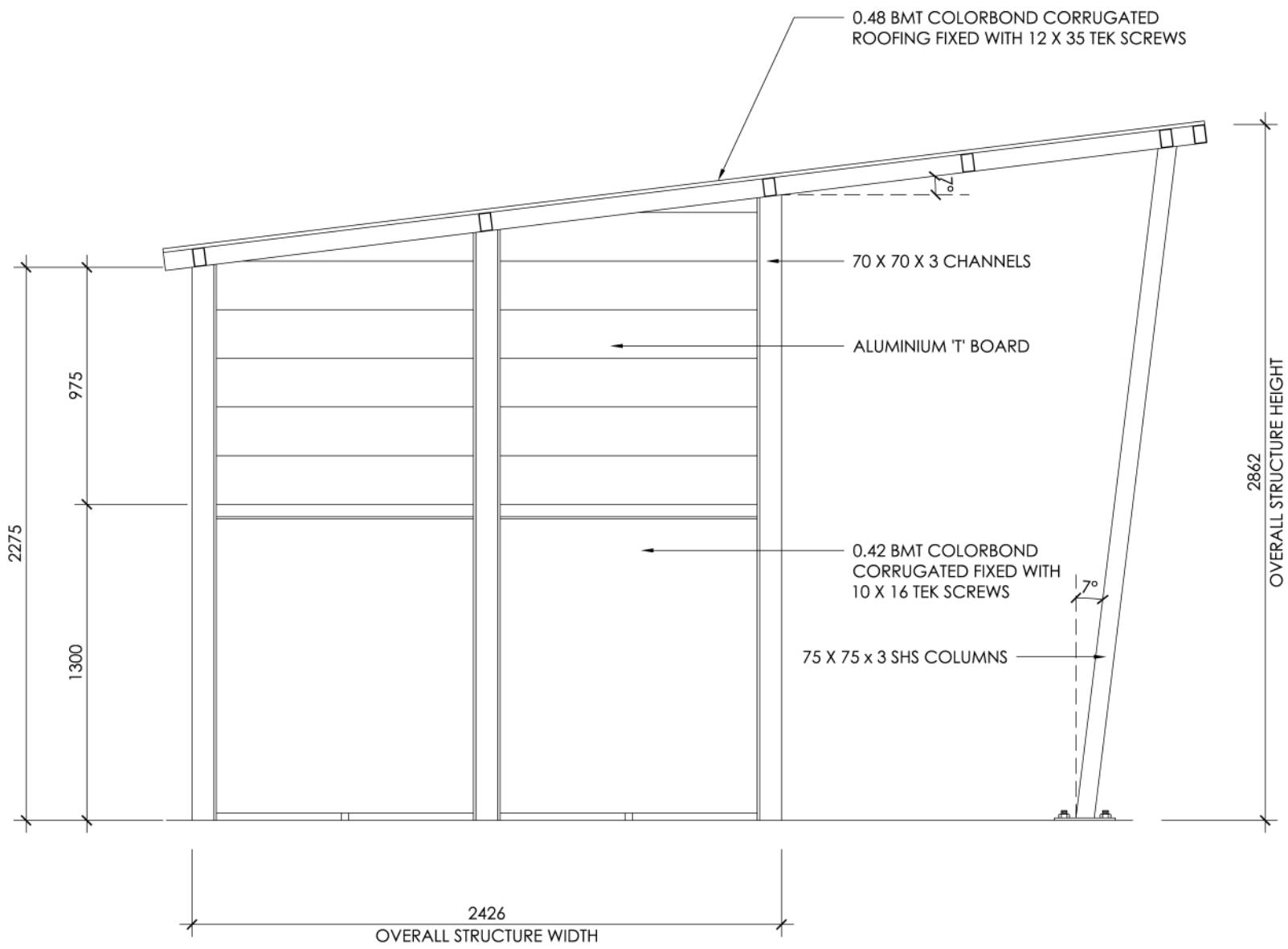
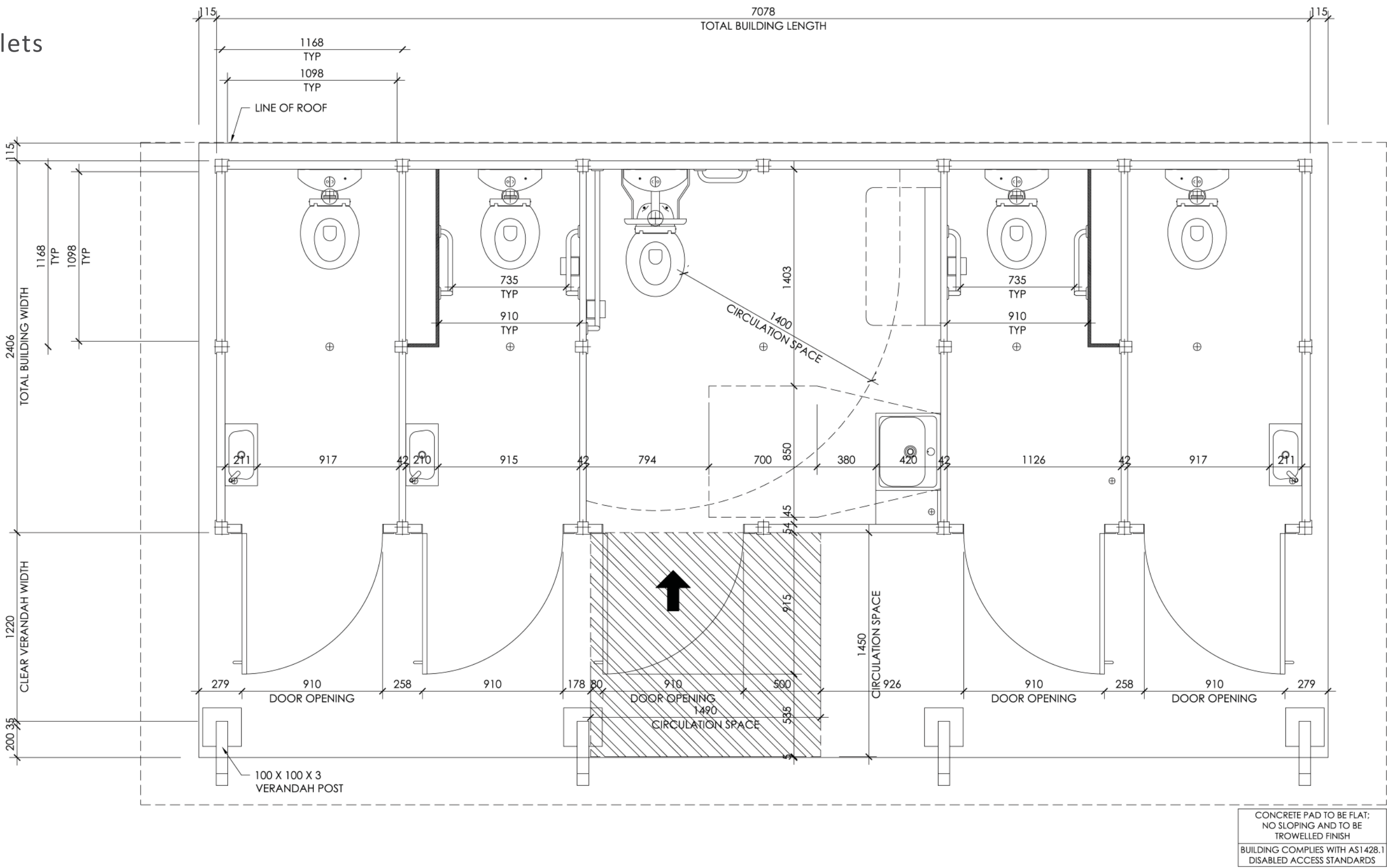
| 2.00 THE PADDOCK ALL AGES PLAYGROUND (continued) | | | | | |
|--|--------------------------|----------|--------------------------------|--------------------------------|---|
| | ITEM | QUANTITY | ACTION | MATERIAL / FINISH | IMAGE |
| 2.11 | Tunnel | 1 | Bespoke | Concrete |  |
| 2.12 | Stepper Poles and Logs | | Bespoke | Jarrah Timber |  |
| 2.13 | Stepper Poles | | Bespoke | HDG Steel |  |
| 2.14 | Shade Structure | 3 | Bespoke | HDG Steel with Colorbond Roof |  |
| 2.16 | Double Electric Barbecue | 1 | Off Shelf (Christie) | Stainless Steel |  |
| 2.17 | Table Setting | 3 | Off Shelf (Commercial Systems) | HDG Steel and Composite Timber |  |
| 2.18 | Bench Seat with Backrest | 7 | Off Shelf (Commercial Systems) | HDG Steel and Composite Timber |  |
| 2.19 | Water station | 1 | Off Shelf (Exertia) | Aluminium |  |

| 3.00 THE PADDOCK CHILDRENS PLAYGROUND | | | | | |
|---------------------------------------|---|----------|-------------------------|---------------------------------|---|
| | ITEM | QUANTITY | ACTION | MATERIAL / FINISH | IMAGE |
| 3.01 | Play Fort and Windmill Feature (Combined) | 1 | Bespoke | HDG Steel and Composite Timber |  |
| 3.02 | Play Tunnel | 1 | Bespoke | Concrete |  |
| 3.03 | Slides (Infant & General) | 2 | Bespoke | Honed & Polished Concrete |  |
| 3.04 | Double Swing | 1 | Off Shelf (Urban Play) | HDG Steel |  |
| 3.05 | Double Infant Swing | 1 | Off Shelf (Urban Play) | HDG Steel |  |
| 3.06 | Four Seater See Saw | 1 | Off Shelf (Russel Play) | HDG Steel and Jarrah Timber |  |
| 3.07 | Maypole Rope Play | 1 | Bespoke | Jarrah Timber and Jungle Rope |  |
| 3.08 | Platform Stage | 2 | Bespoke | HDG Steel and Composite Timber |  |
| 3.09 | Tee Pee (Fixed) | 1 | Off Shelf (Lypa) | Jarrah Timber |  |
| 3.10 | Campsite | 1 | Bespoke | Wagin Granite and Jarrah Timber |  |

| 3.00 THE PADDOCK CHILDRENS PLAYGROUND (continued) | | | | | |
|---|---------------------------------------|----------|---------------------|---|---|
| | ITEM | QUANTITY | ACTION | MATERIAL / FINISH | IMAGE |
| 3.11 | Timber Imagination Play Sculpture | 3 | Bespoke | Timber Logs With Reins, Saddles, Peddles & Steering Wheels |  |
| 3.12 | Large Tyres and Tyre Planters | | Bespoke | Rubber Tyre |  |
| 3.13 | Hand Pump with Spillway and Soakwell | 1 | Bespoke | Galvanised Hand Pump With Concrete and Rock Spillway with Sand Soakwell |  |
| 3.14 | Contrabass Tuned Chimes | 1 | Off Shelf (PD Play) | HDG Steel |  |
| 3.15 | Talk Tubes | 1 | Off Shelf (Lypa) | HDG Steel |  |
| 3.16 | Rope and Pole Steppers | 1 | Bespoke | Jarrah Timber and Beige Nylon Cable |  |
| 3.17 | Rock and Log Steppers / Balance Beams | 1 | Bespoke | Wagin Granite and Jarrah Timber |  |
| 3.18 | Perimeter Fence | | Off Shelf | Black HDG Steel Chain Mesh With Pool Safety Latch |  |
| 3.19 | Shade Structure over Play | 1 | Bespoke | HDG Steel With Colourbond Roof |  |
| 3.20 | Shade Structure | 1 | Bespoke | HDG Steel with Colorbond Roof |  |

| 3.00 THE PADDOCK CHILDRENS PLAYGROUND (continued) | | | | | |
|---|--------------------------|----------|--------------------------------|--------------------------------|---|
| | ITEM | QUANTITY | ACTION | MATERIAL / FINISH | IMAGE |
| 3.21 | Double Electric Barbecue | 1 | Off Shelf (Christie) | Stainless Steel |  |
| 3.22 | Table Setting | 1 | Off Shelf (Commercial Systems) | HDG Steel and Composite Timber |  |
| 3.23 | Bench Seat with Backrest | 3 | Off Shelf (Commercial Systems) | HDG Steel and Composite Timber |  |
| 3.24 | Water Station | 1 | Off Shelf (Exertia) | Aluminium |  |

TOILET FACILITY
Modus Australia - Yarra 5
1x universal access cubicle, 2x ambulant toilets and 2x standard toilets



TOILET FACILITY

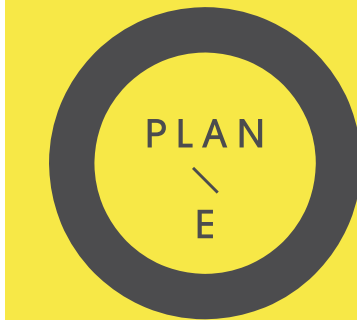
KATANNING WELCOME PRECINCT

DESIGN DEVELOPMENT TOILET FACILITY
JUNE 2018

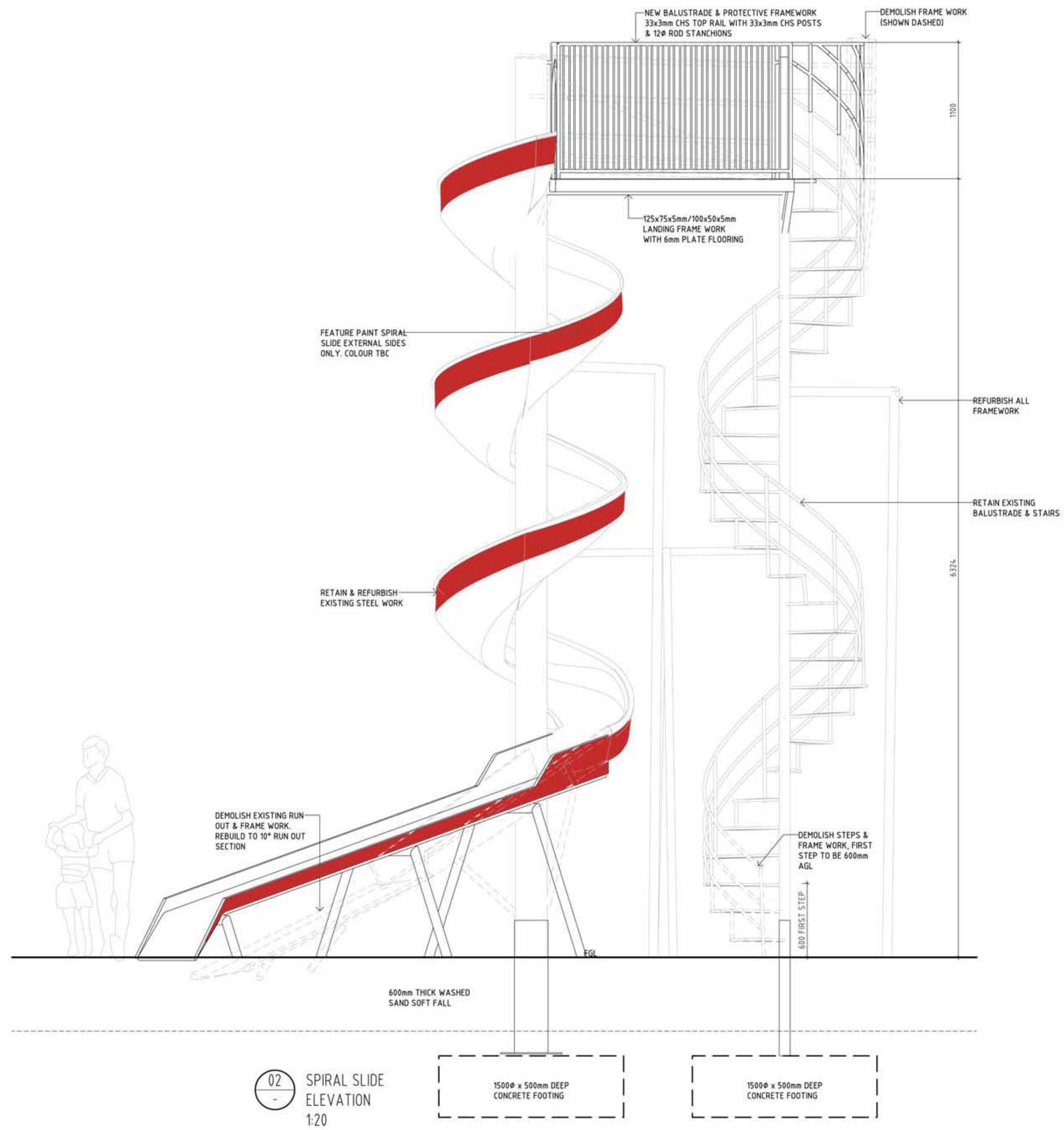
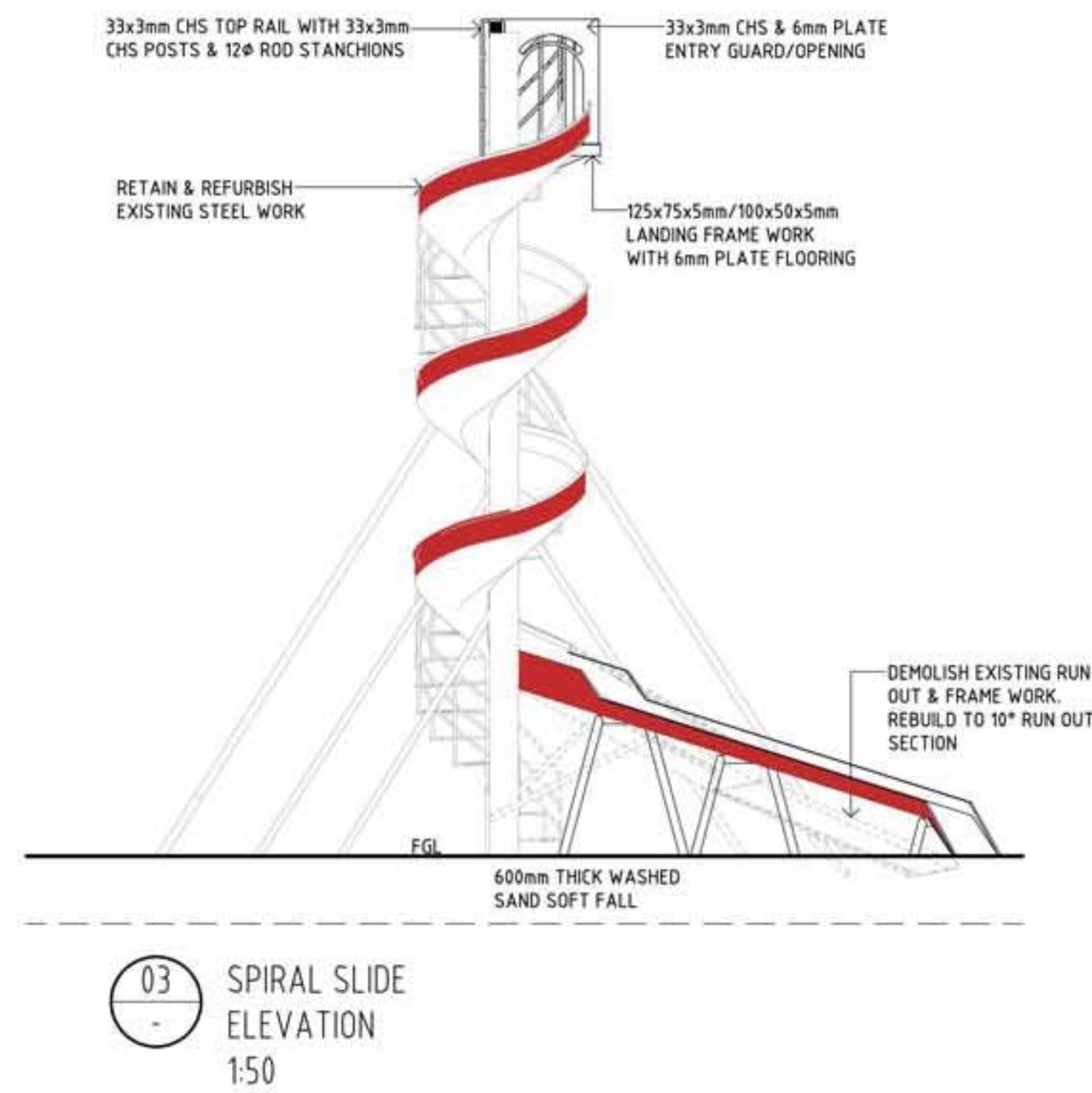
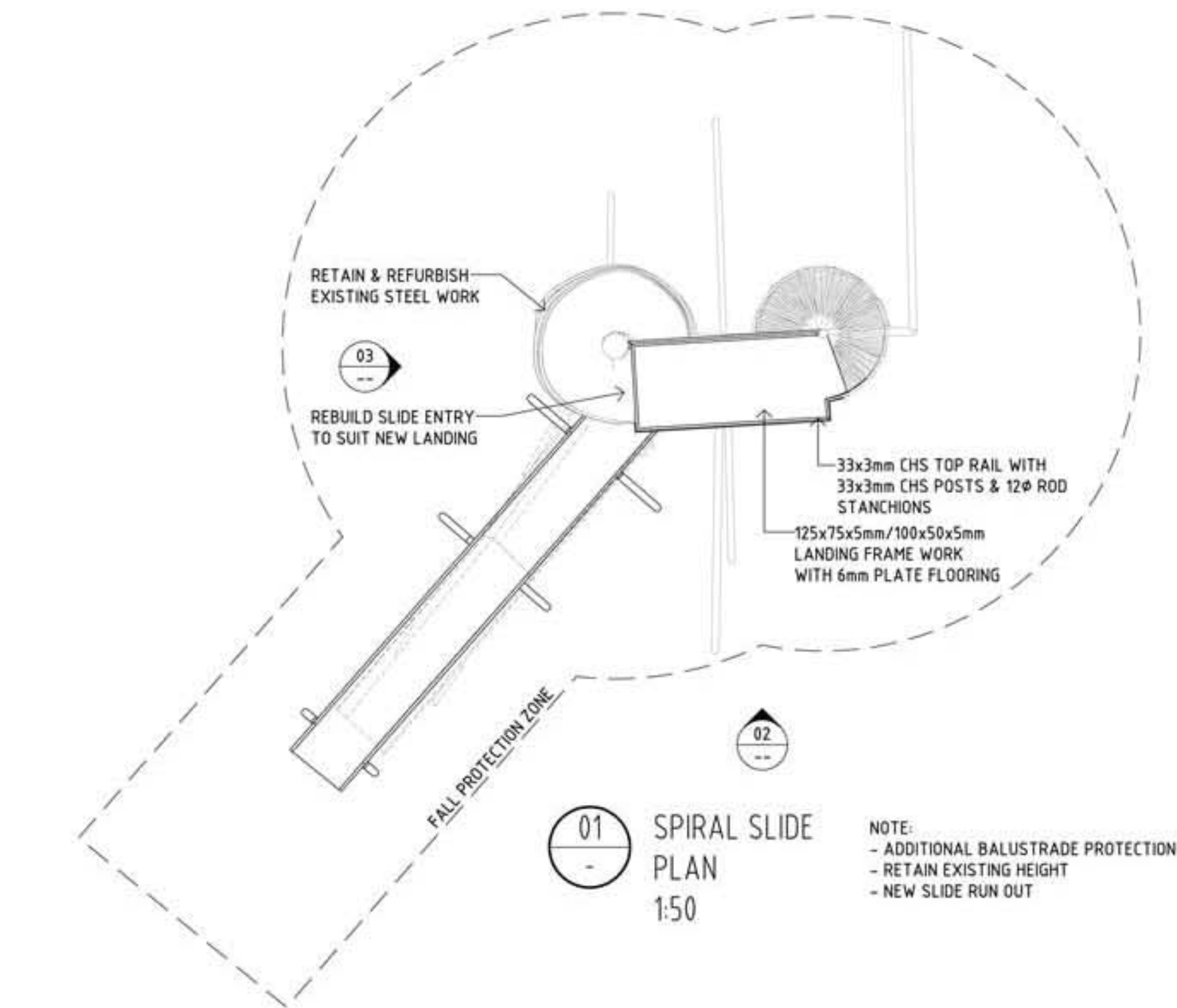
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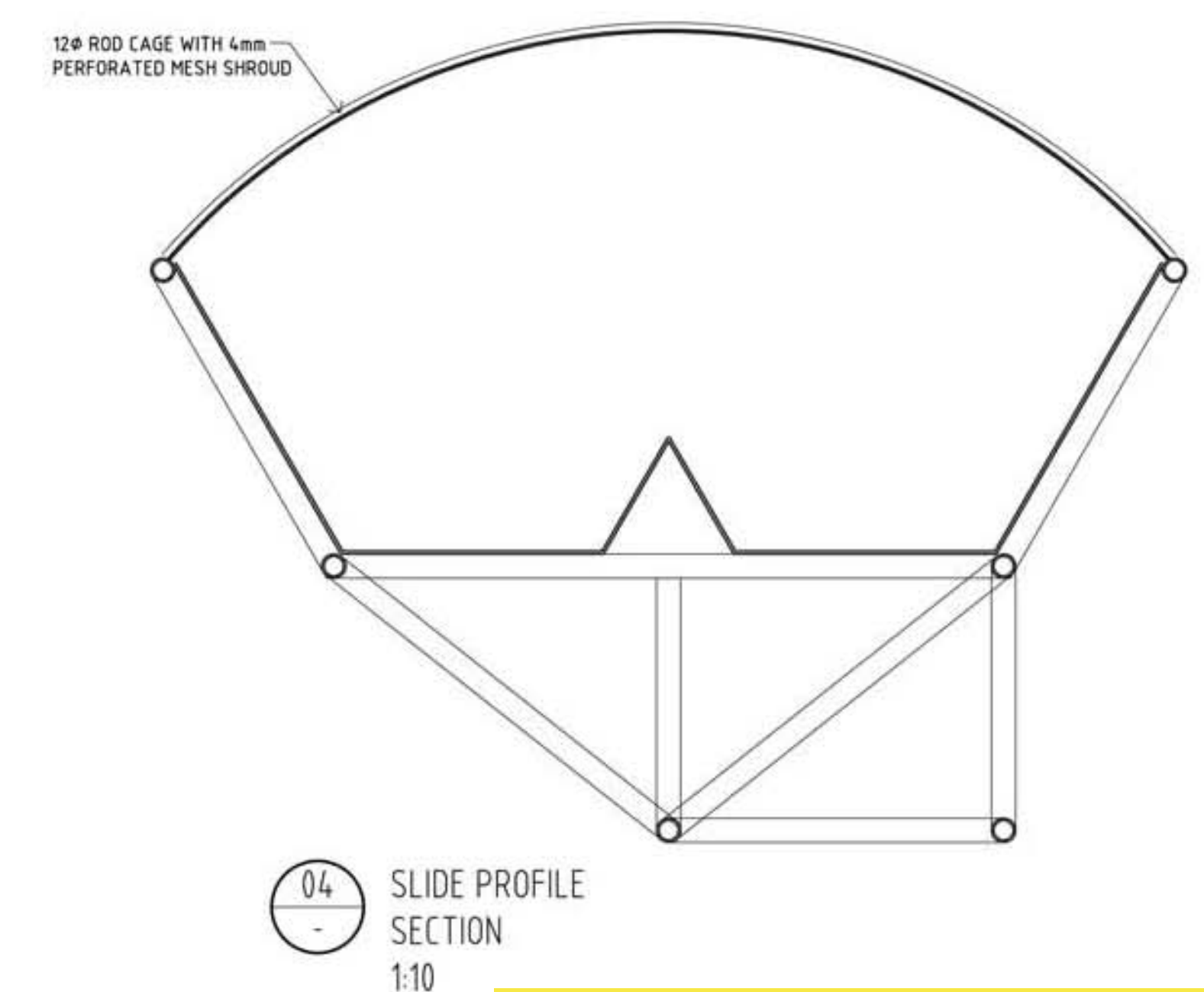
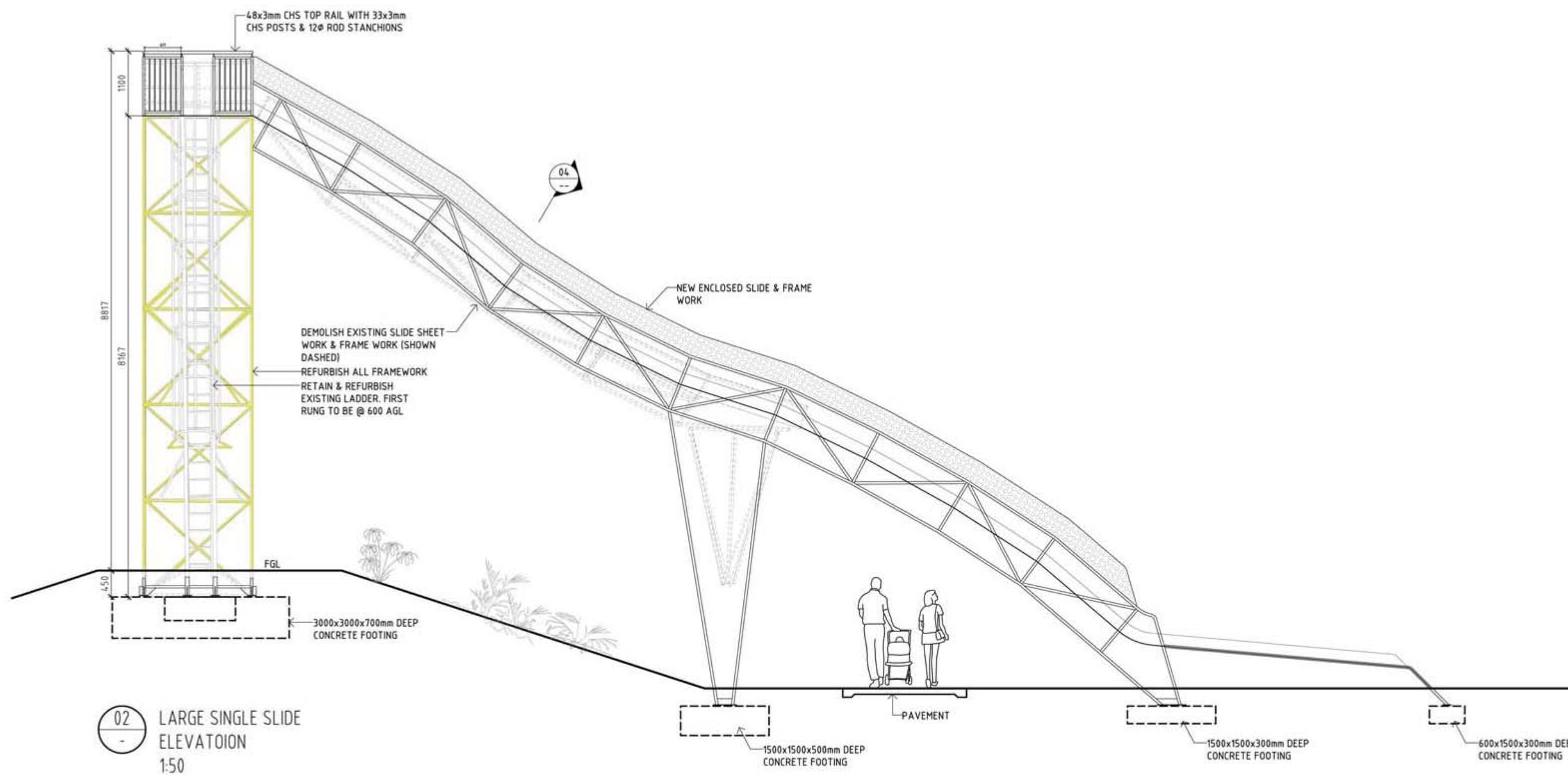
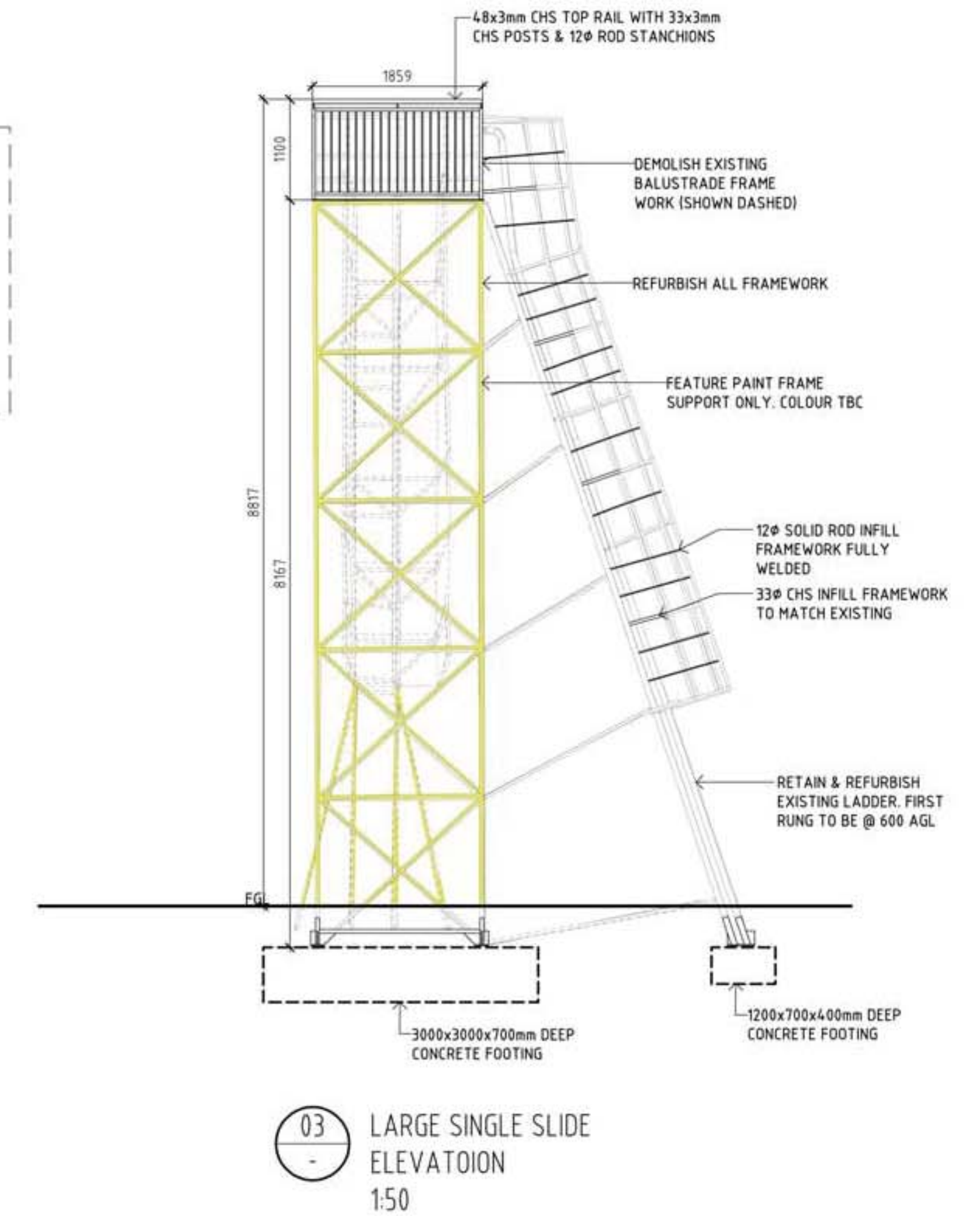
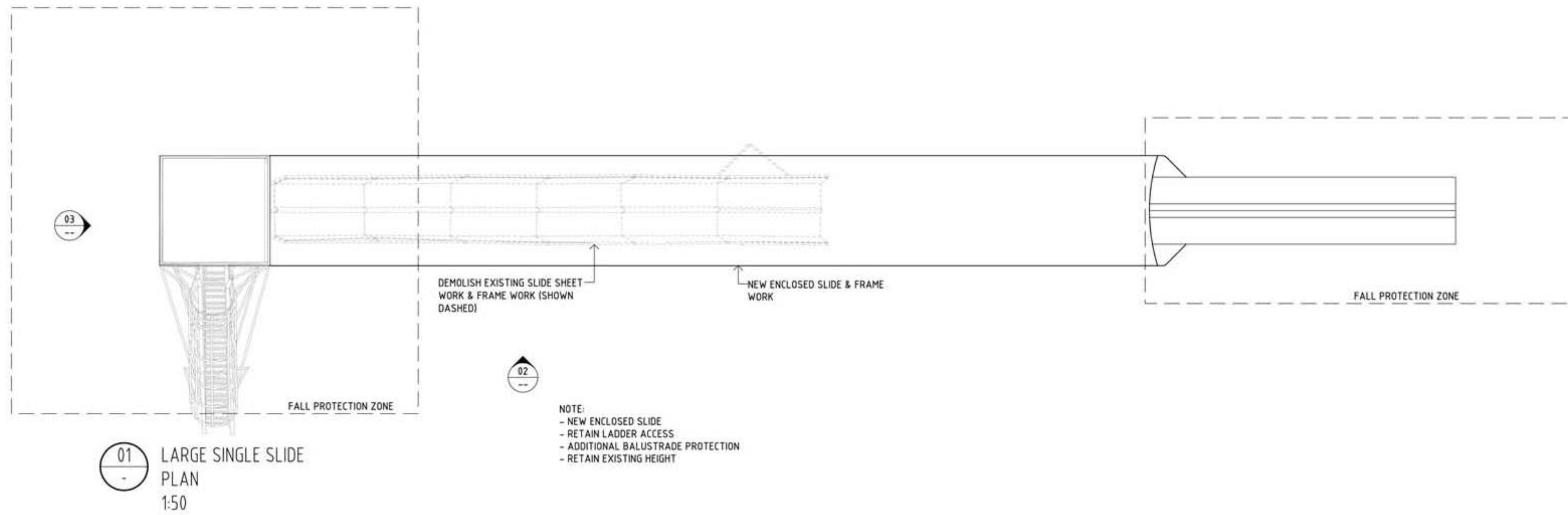
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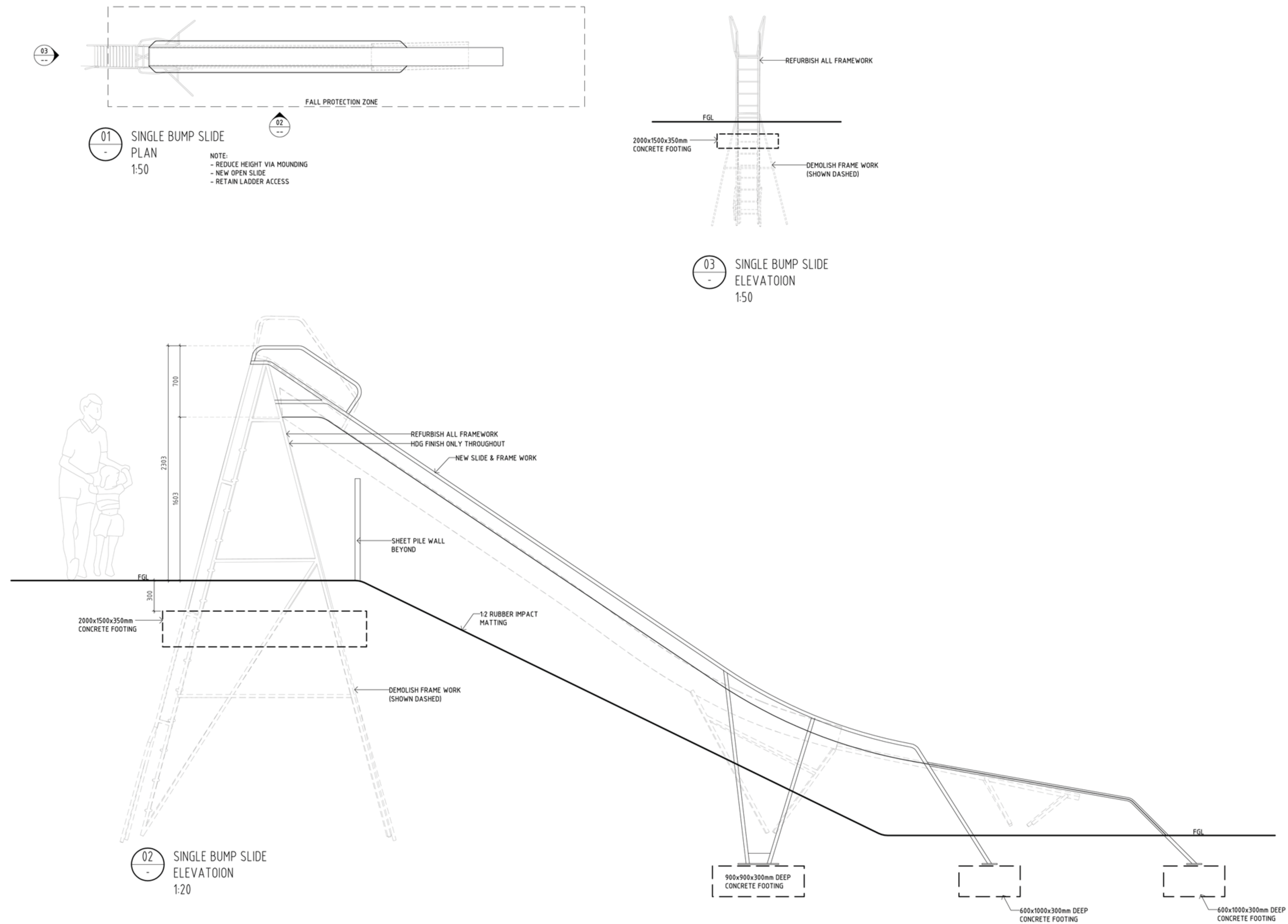
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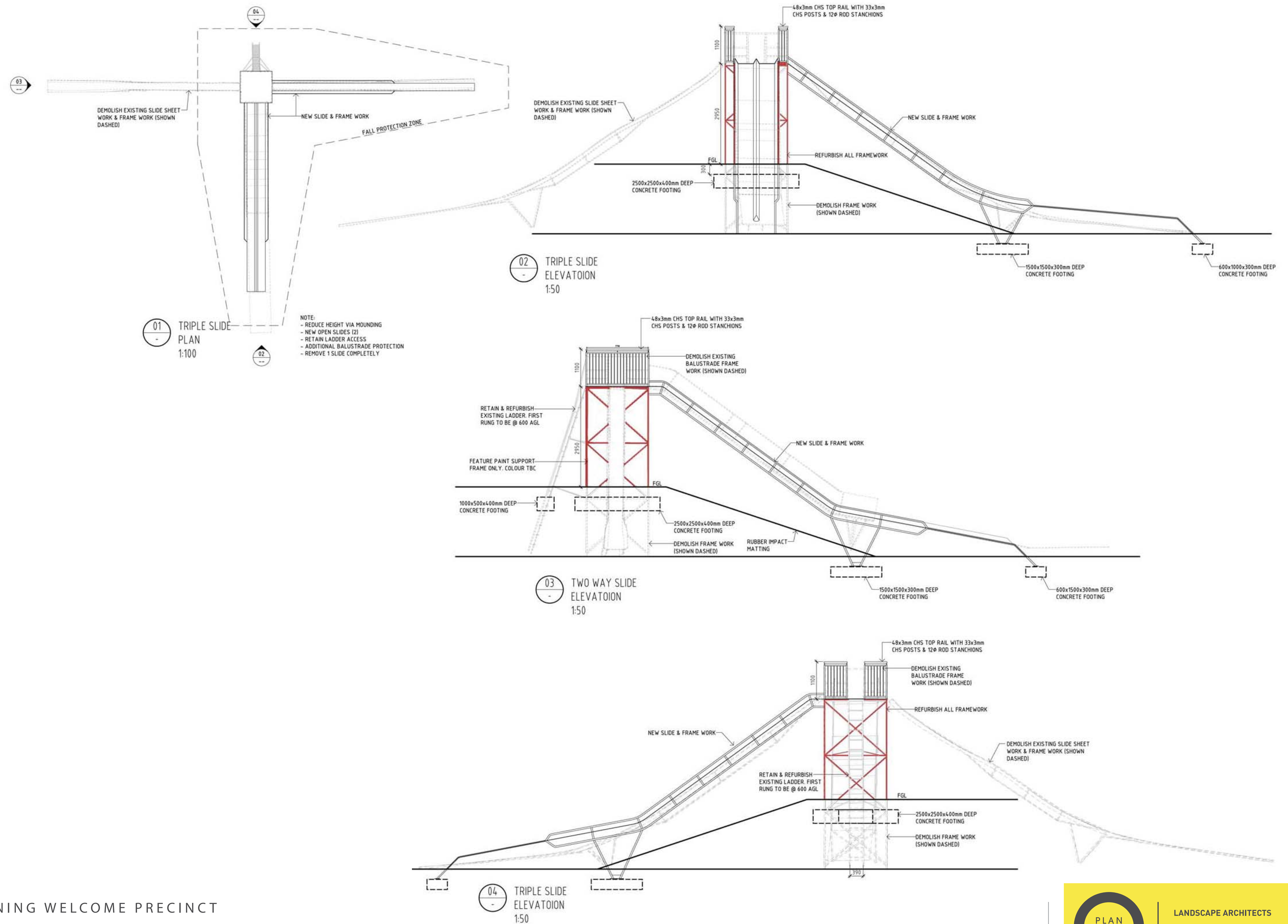


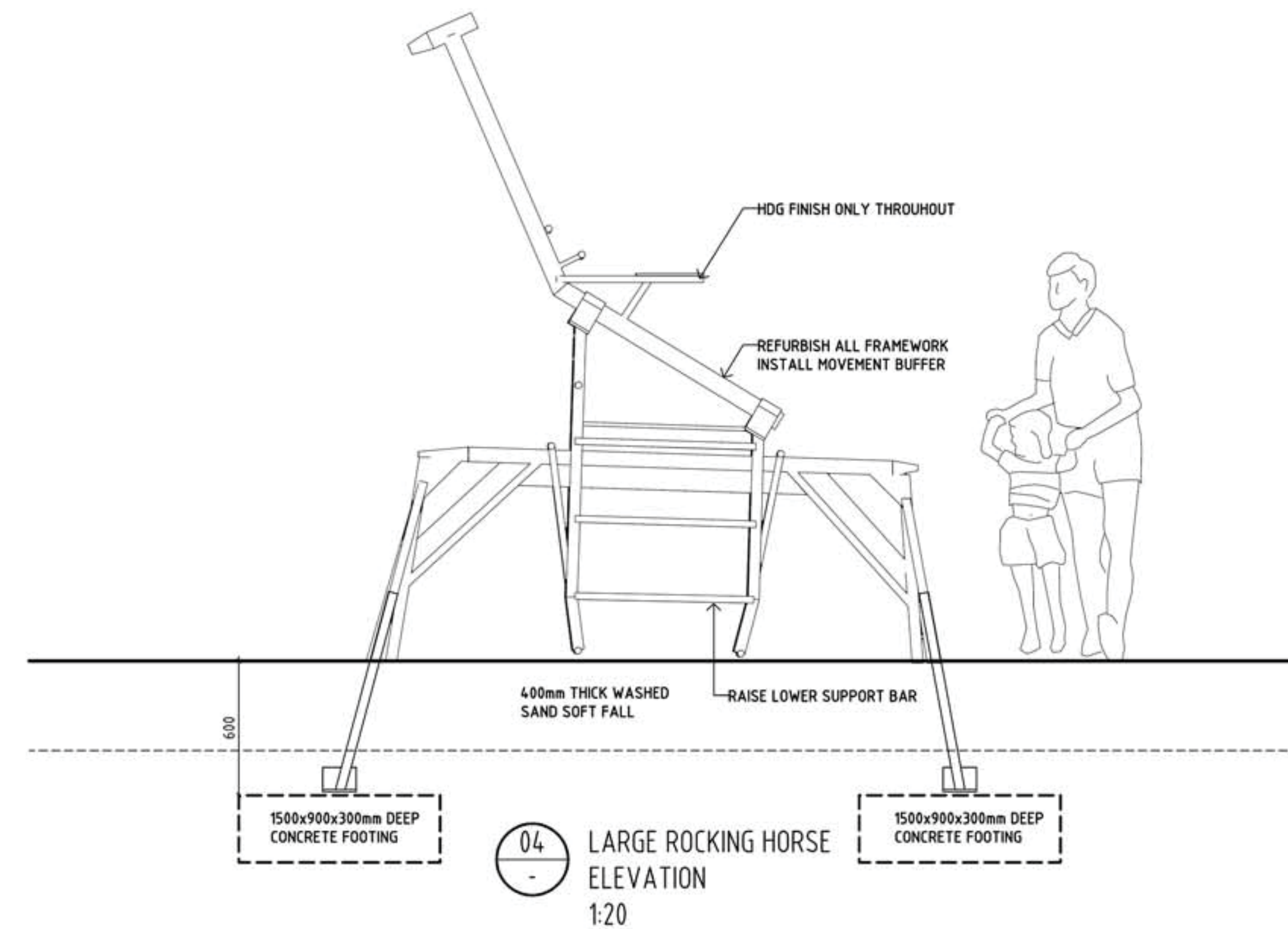
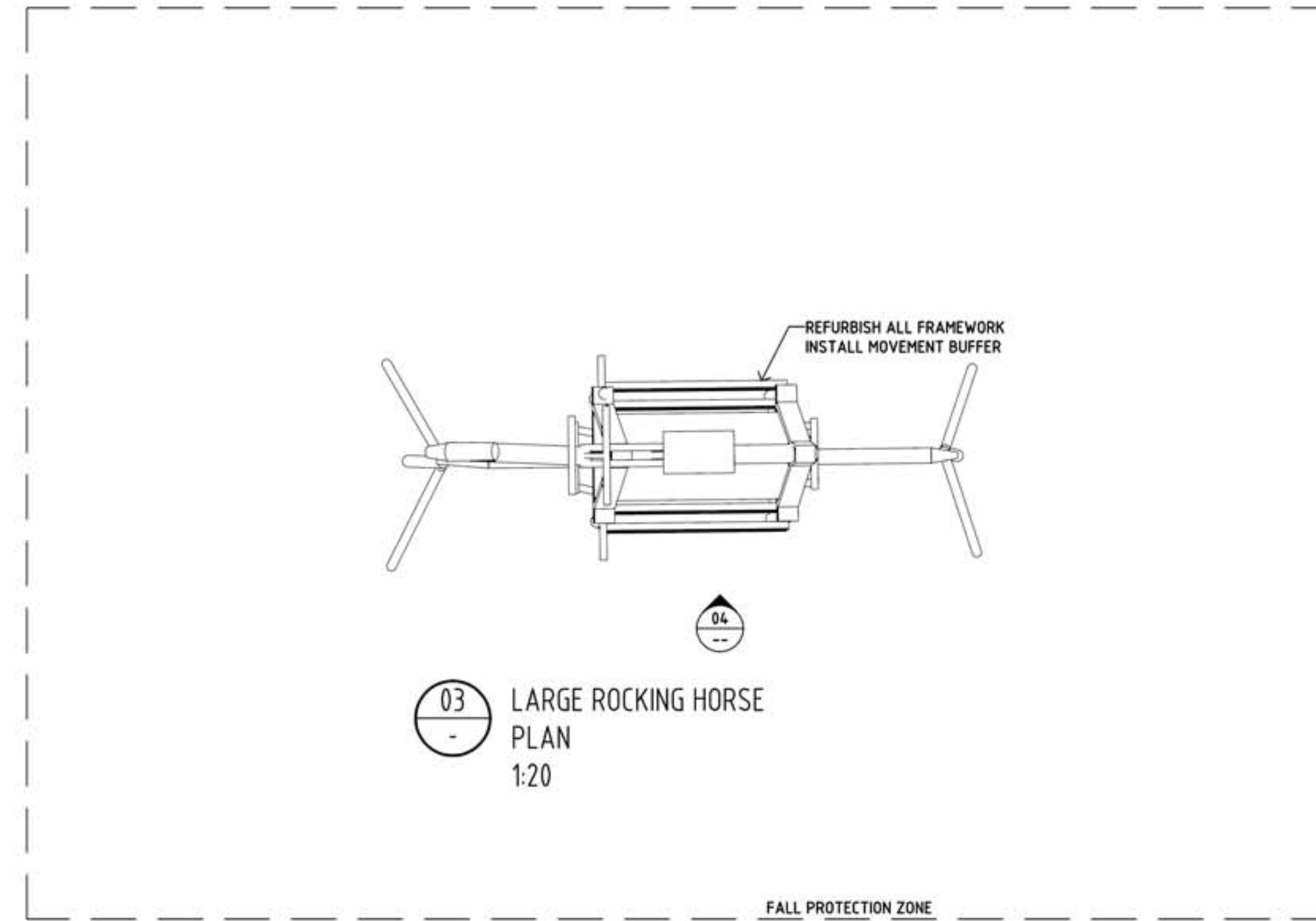
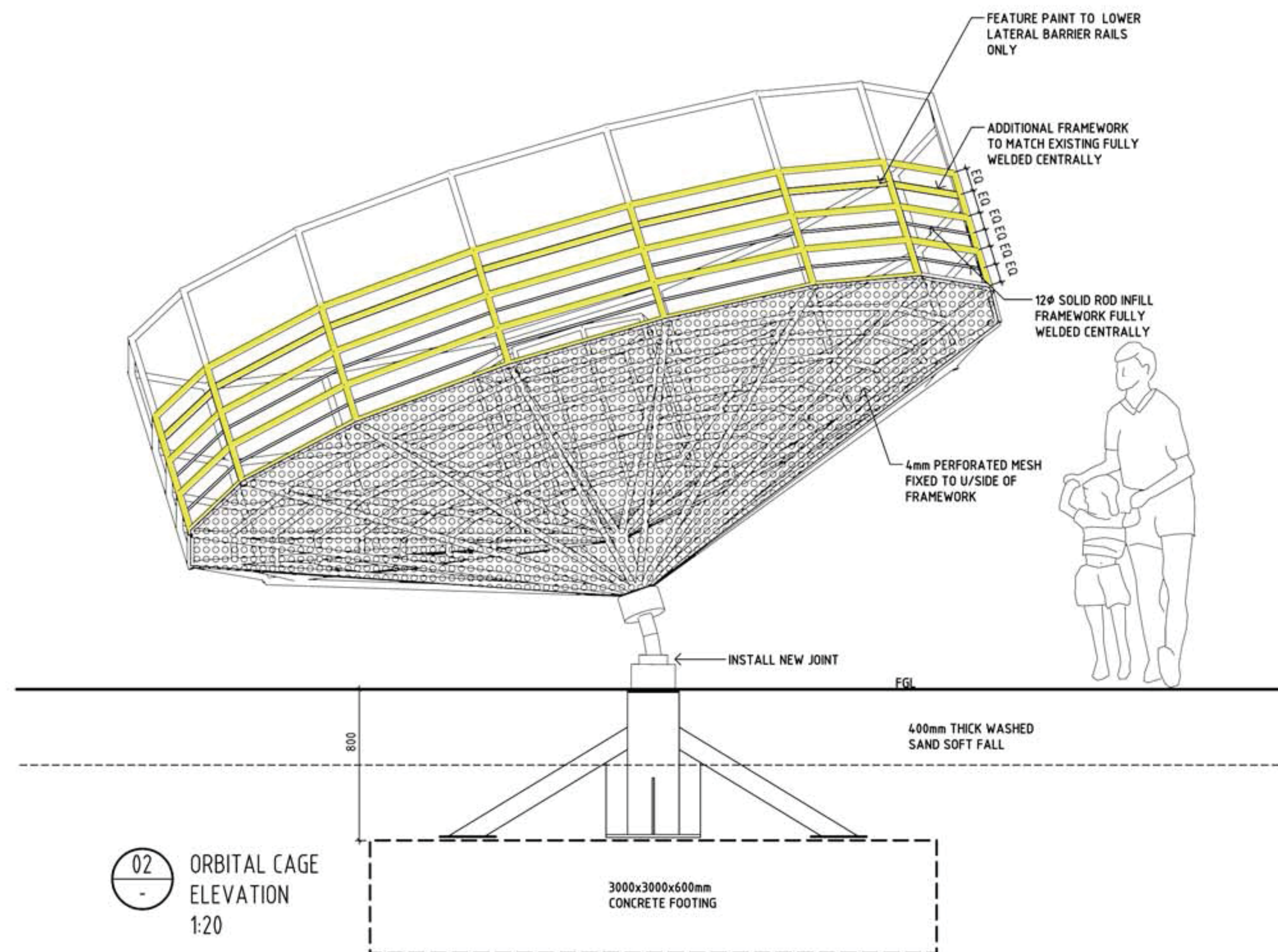
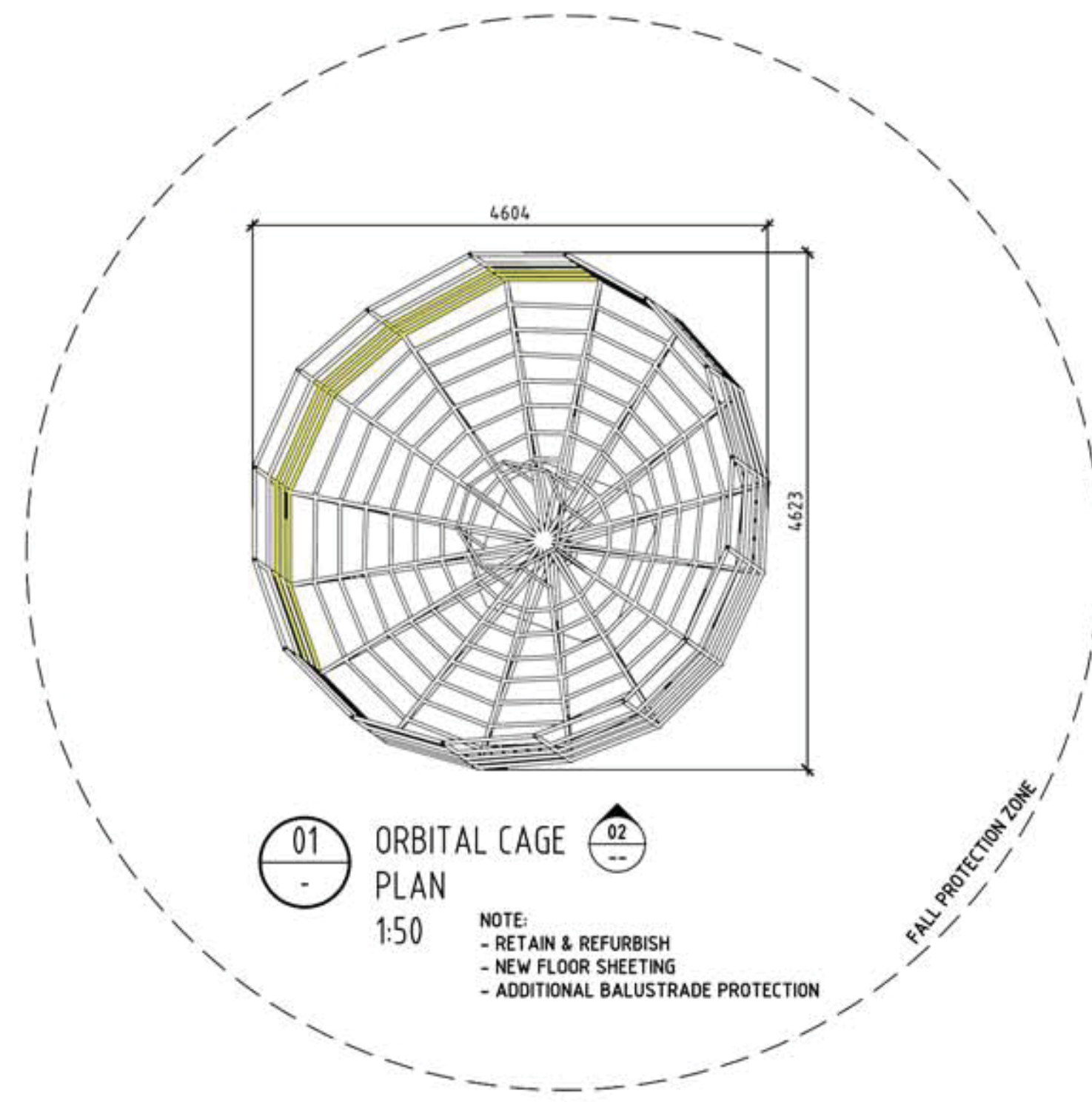
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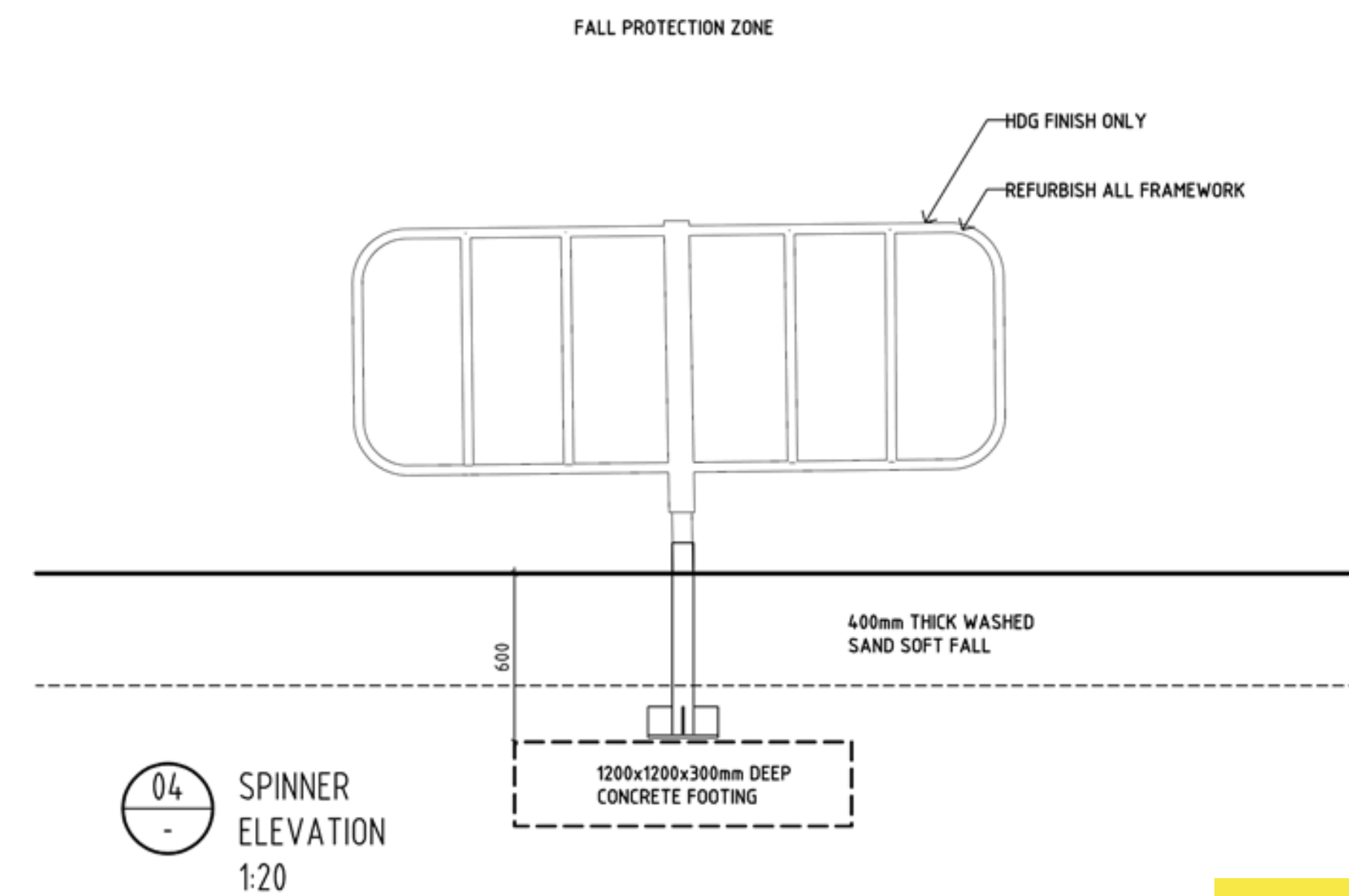
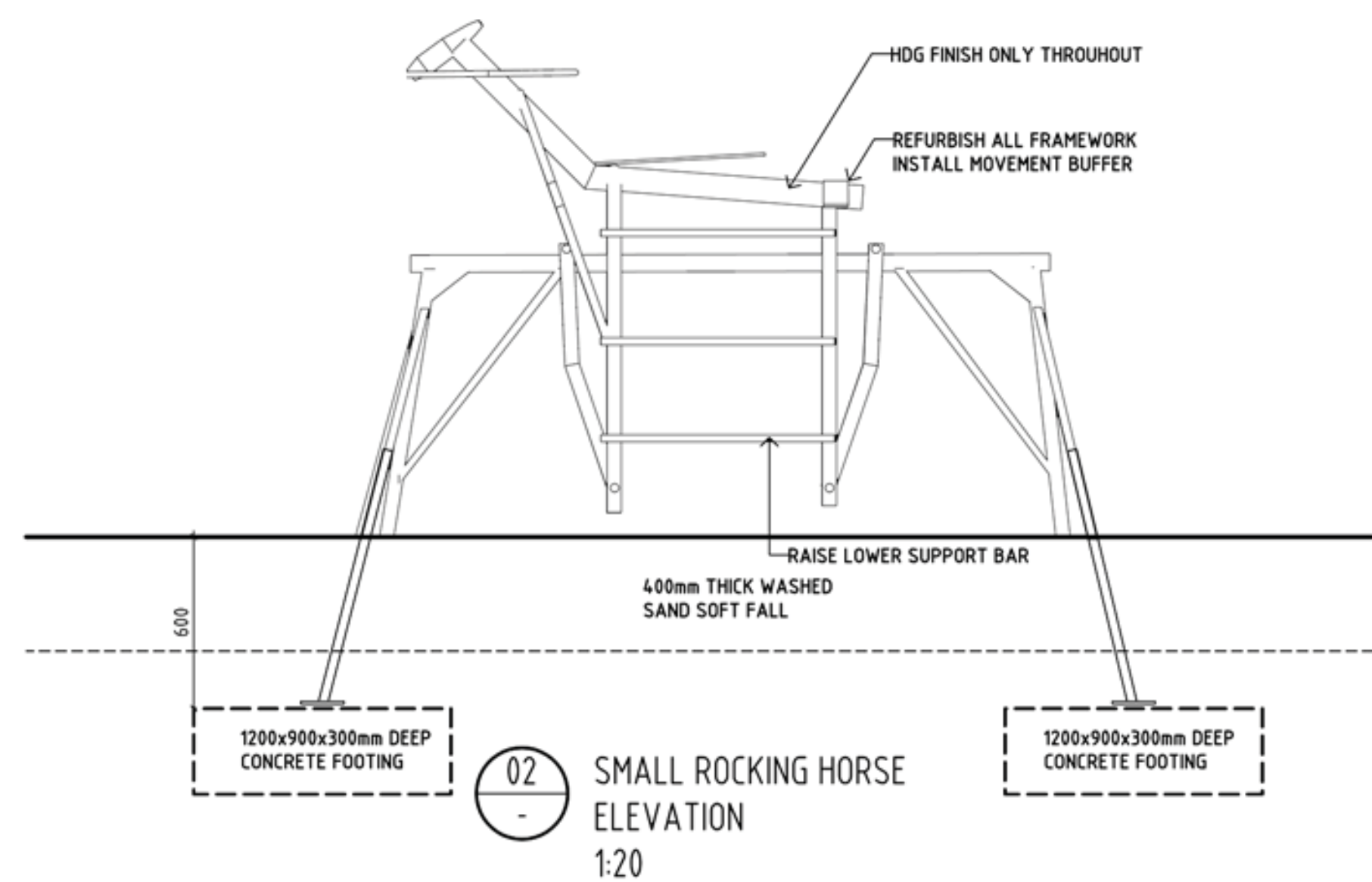
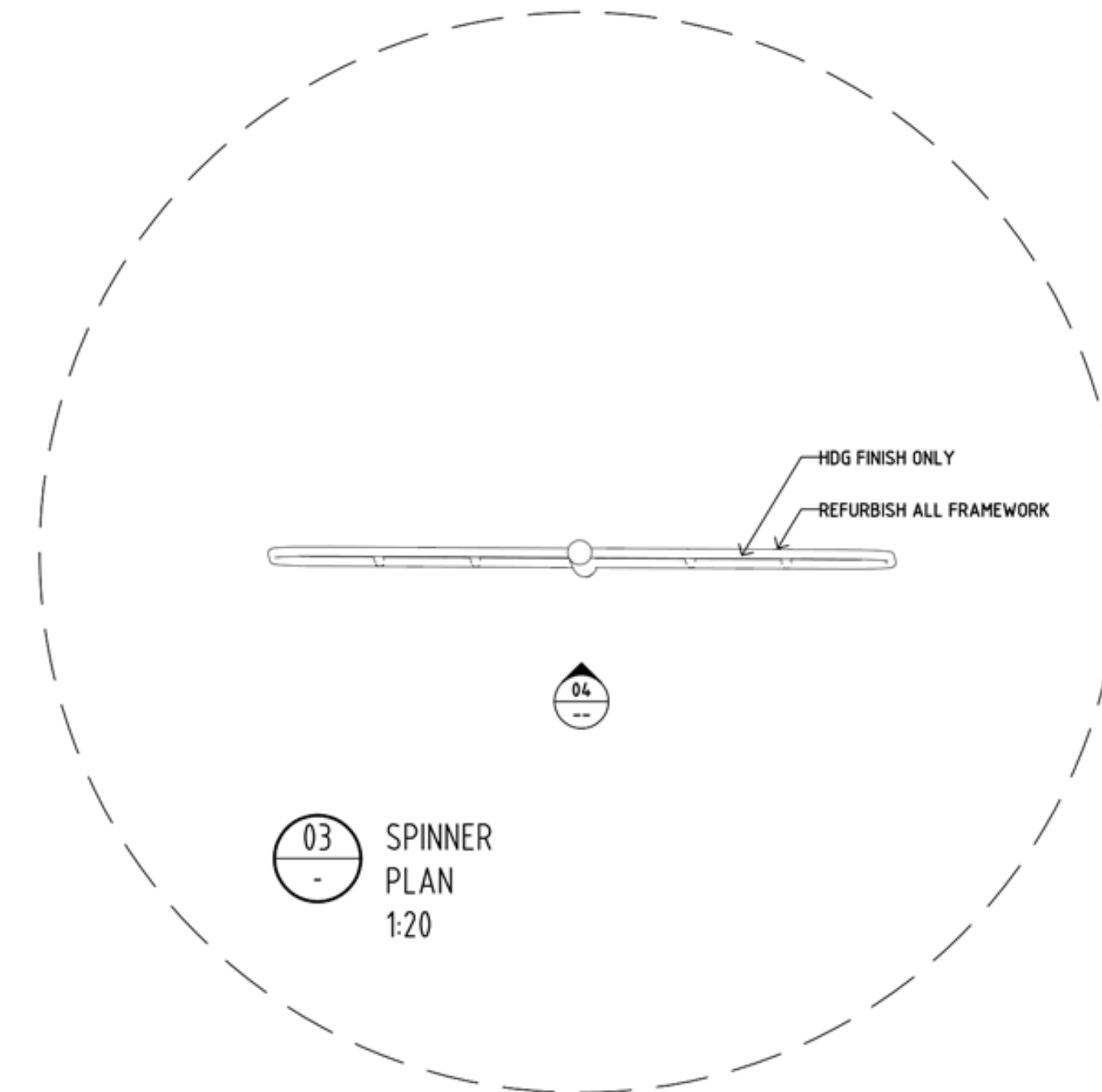
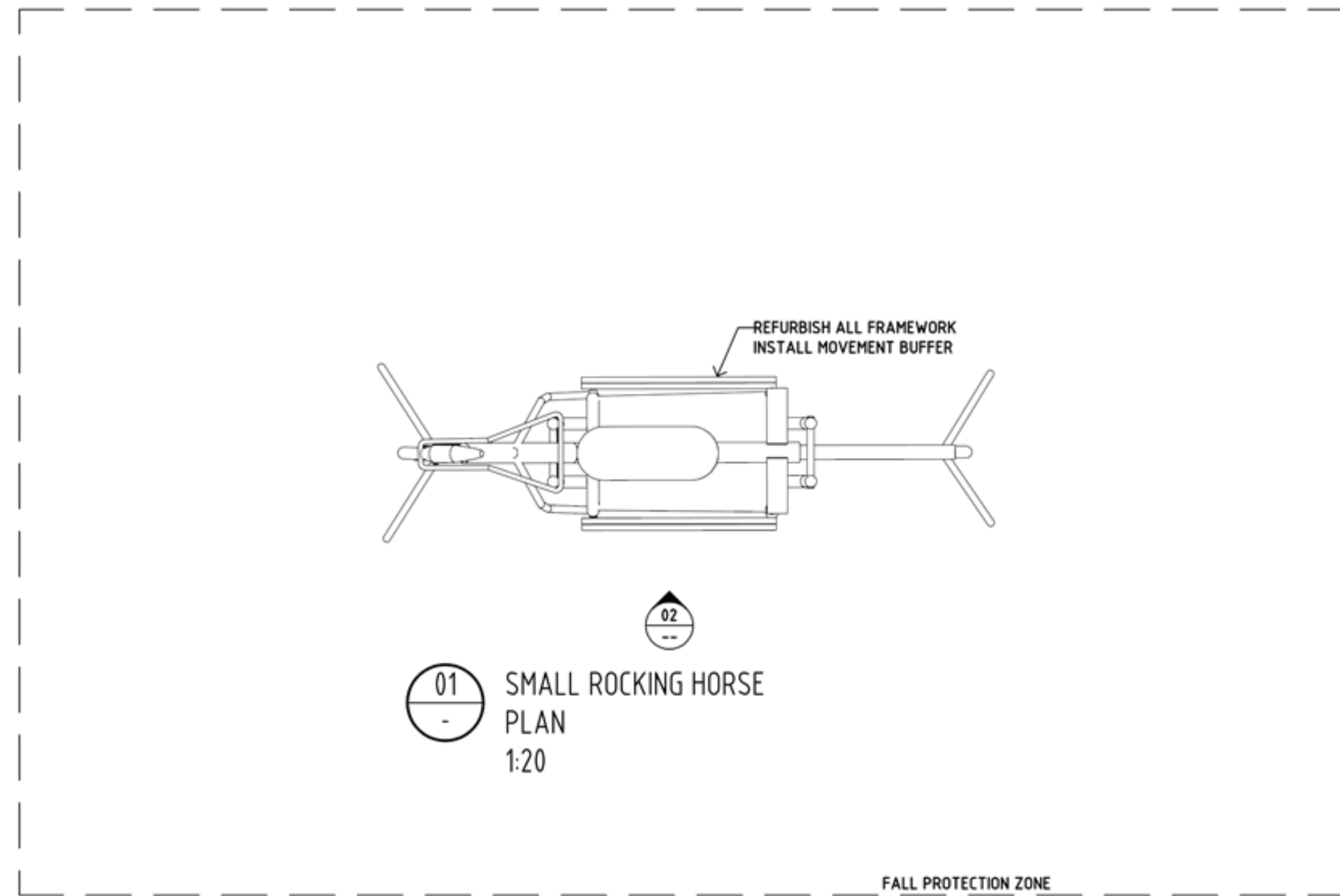


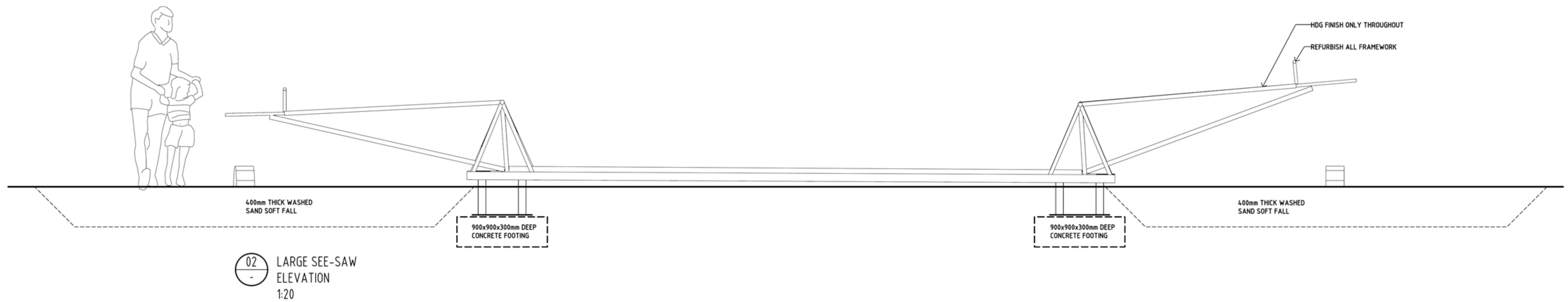
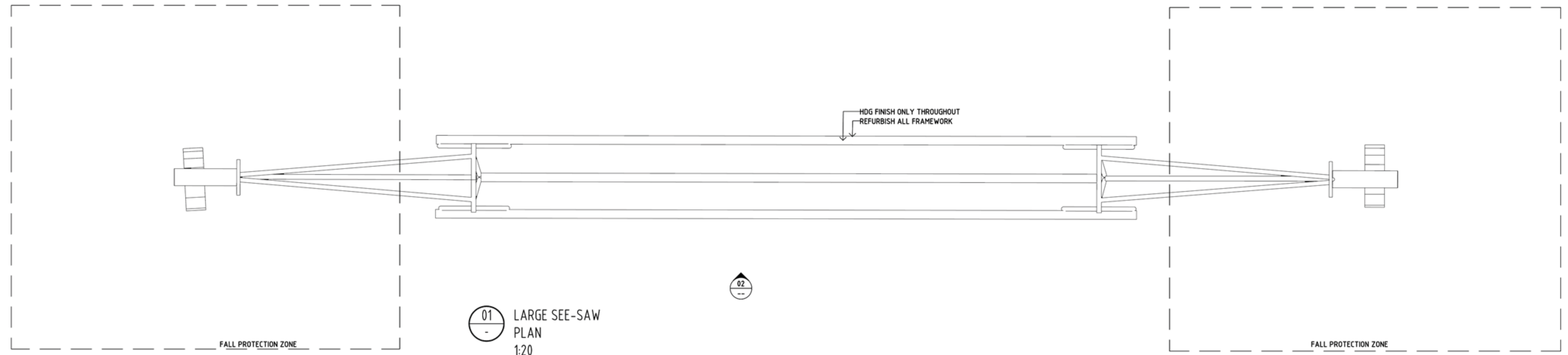


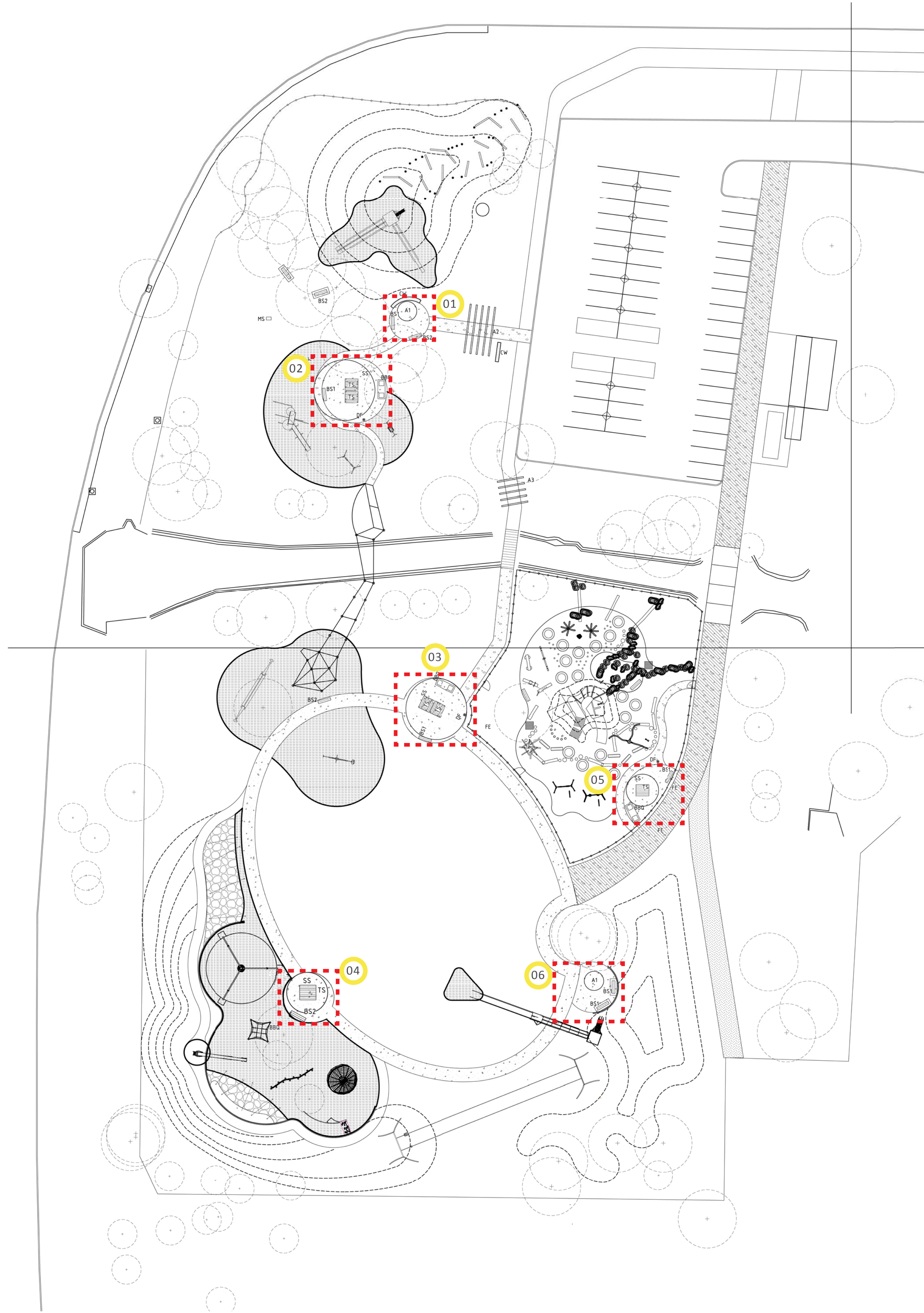












COMMUNITY GATHERING AND SHELTER NODES

- 01 - Steel & Colorbond covered shelter
- Concrete seating wall
- Bench seating x 2
- 02 - Steel & Colorbond covered community shelter 70sqm, capacity 20 pax
- Table setting x 2
- Bench seating x 1
- Water station x 1
- BBQ x 1
- 03 - Steel & Colorbond covered community shelter 70sqm, capacity 20pax
- Table setting x 2
- Bench seating x 1
- Water station x 1
- BBQ x 1
- 04 - Steel & Colorbond covered shelter
- Table setting x 1
- Bench seating x 4
- 05 - Steel & Colorbond covered shelter
- Table setting x 1
- Bench seating x 1
- Water station x 1
- BBQ x 1
- 06 - Steel & Colorbond covered shelter
- Bench seating x 2

PRELIMINARY ORDER OF COSTS
Design Development DD.101 Rev A

SHIRE OF KATANNING
KATANNING WELCOME PRECINCT

| No. | ITEM | UNIT | QUANTITY | RATE | | VALUE | TOTAL |
|-----------------------|---|-------|----------|------|---------|-------|---------|
| PRELIMINARIES | | | | | | | |
| 1 | Preliminaries | Item | 1 | \$ | 125,000 | \$ | 125,000 |
| | Total | | | | | \$ | 125,000 |
| FORWARD / CIVIL WORKS | | | | | | | |
| 2 | Demolition | L.M. | 1 | | 75000 | | 75000 |
| 3 | Sewer, Water and Power | Item | 1 | | 125000 | | 125000 |
| 4 | Roads and Parking | Item | 1 | | 350000 | | 350000 |
| 5 | Street Lighting | Item | 1 | | 75000 | | 75000 |
| 6 | Carpark Trafficable Paving | L.M. | 236 | | 90 | | 21240 |
| | Total | | | | | | 646240 |
| TOILET FACILITIES | | | | | | | |
| 7 | Changing Places (Modus) | Item | 1 | | 330000 | | 330000 |
| 8 | Playgroud Facilities (Modus) | Item | 1 | | 100000 | | 100000 |
| | Total | | | | | | 430000 |
| LIONS PARK | | | | | | | |
| 9 | Clive Street Concourse | Sq.M. | 935 | | 70 | | 65450 |
| 10 | Pedestrain Pavements | Sq.M. | 1168 | | 70 | | 81760 |
| 11 | New Information Shelter | Item | 1 | | 75000 | | 75000 |
| 12 | BBQ Shelter Upgrade and Lighting | Item | 1 | | 15000 | | 15000 |
| 13 | Family Shelter Upgarde | Item | 1 | | 15000 | | 15000 |
| 14 | Double Electric Barbecue (Accessible) | No. | 1 | | 10000 | | 10000 |
| 15 | Table Settings | No. | 6 | | 8000 | | 48000 |
| 16 | Bench Seats to Family Shelter | No. | 3 | | 3500 | | 10500 |
| 17 | Drinking Station | No. | 1 | | 10000 | | 10000 |
| 18 | Steel Bollards | No. | 33 | | 150 | | 4950 |
| 19 | Truck / Windmill Entry Statement and Lighting | Item | 1 | | 35000 | | 35000 |
| 20 | Power Outlets | Item | 1 | | 7500 | | 7500 |
| 21 | Rain Garden | Sq.M. | 195 | | 125 | | 24375 |
| 22 | General Landscape and Irrigation | Item | 1 | | 25000 | | 25000 |
| | Total | | | | | | 427535 |
| YOUTH PLAZA | | | | | | | |
| 23 | Youth Plaza | Sq.M. | 1000 | | 200 | | 200000 |
| | Total | | | | | | 200000 |
| FAMILY PARKLAND | | | | | | | |
| 24 | Landform | Item | 1 | | 100000 | | 100000 |
| 25 | Rockwork and Log Scramble | Item | 1 | | 25000 | | 25000 |
| 26 | Entry Gateway Structures | No. | 2 | | 10000 | | 20000 |
| 27 | Feature Boundary Fence | L.M. | 50 | | 300 | | 15000 |
| 28 | Refurbished Giant Slide - Two Way | No. | 1 | | 35000 | | 35000 |
| 29 | Refurbished Giant Spiral Slide | No. | 1 | | 35000 | | 35000 |
| 30 | Refurbished Rocking Horses | No. | 2 | | 10000 | | 20000 |
| 31 | Steel and Timber Shade Arbor | No. | 1 | | 25000 | | 25000 |
| 32 | Steel Shade Shelter | No. | 1 | | 35000 | | 35000 |
| 33 | Refurbish Memorial Fountain | Item | 1 | | 3000 | | 3000 |
| 34 | Relocate Memorials | No. | 2 | | 1000 | | 2000 |
| 35 | Double Electric Barbecue (Accessible) | No. | 1 | | 10000 | | 10000 |
| 36 | Table Settings | No. | 2 | | 8000 | | 16000 |
| 37 | Concrete Sitting Wall | No. | 1 | | 10000 | | 10000 |
| 38 | Bench Seats with Backrests | No. | 2 | | 3000 | | 6000 |
| 39 | Informal Seats | No. | 3 | | 1500 | | 4500 |
| 40 | Drinking Station | No. | 1 | | 10000 | | 10000 |
| 41 | Steel and Timber Totems and Stepers | Item | 1 | | 25000 | | 25000 |
| 42 | Insitu Concete Access Paths and Pavements | Sq.M. | 295 | | 70 | | 20650 |
| 43 | Play Surfaces (Mulch) | Sq.M. | 247 | | 45 | | 11115 |
| 44 | Planting and Irrigation | Sq.M. | 1625 | | 35 | | 56875 |
| 45 | Turf and Irrigation | Sq.M. | 1625 | | 17 | | 27625 |
| | Total | | | | | | 512765 |

| | | | | | | | |
|-----------------------|---|-------|------|----|------------|-----|-----------|
| DRAIN CROSSINGS | | | | | | | |
| 46 | Vehicular Concrete Culver Crossing | Sq.M. | 50 | | 2500 | | 125000 |
| 47 | Pedestrain Steel Bridge Crossing | Sq.M. | 20 | | 2250 | | 45000 |
| 48 | Aerial Playway | Item | 1 | | 450000 | | 450000 |
| | Total | | | | | | 620000 |
| ALL AGES PLAYGROUND | | | | | | | |
| 49 | Landform and Rockwork | Item | 1 | | 175000 | | 175000 |
| 50 | Steel Retaining Walling | L.M. | 75 | | 2000 | | 150000 |
| 51 | Refurbished Giant Spinner | No. | 1 | | 35000 | | 35000 |
| 52 | Whirlwind Swing | No. | 1 | | 11000 | | 11000 |
| 53 | Skysurf | No. | 1 | | 25000 | | 25000 |
| 54 | Refurbished Giant Slides | No. | 2 | | 35000 | | 70000 |
| 55 | Refurbished See Saw | No. | 1 | | 5000 | | 5000 |
| 56 | Steel Shade Shelter | No. | 2 | | 35000 | | 70000 |
| 58 | Steel Shade Arbor | No. | 1 | | 25000 | | 25000 |
| 59 | Double Electric Barbecue (Accessible) | No. | 1 | | 10000 | | 10000 |
| 60 | Table Settings | No. | 3 | | 8000 | | 24000 |
| 61 | Bench Seats with Backrests | No. | 6 | | 3000 | | 18000 |
| 62 | Large Pole Rope Climb / Net | No. | 1 | | 120000 | | 120000 |
| 63 | Small Pole Rope Climb / Net | No. | 1 | | 60000 | | 60000 |
| 64 | Double Flying Fox | Item | 1 | | 20000 | | 20000 |
| 65 | Steel and Timber Stepping Poles and Logs | Item | 2 | | 30000 | | 60000 |
| 66 | Rock Lookout | No. | 1 | | 25000 | | 25000 |
| 67 | Rock Rope Climb | Item | 1 | | 20000 | | 20000 |
| 68 | Drinking Station | No. | 1 | | 10000 | | 10000 |
| 69 | Insitu Concete Access Paths and Pavements | Sq.M. | 543 | | 70 | | 38010 |
| 70 | Trafficable Insitu Concete Access Paths | Sq.M. | 209 | | 90 | | 18810 |
| 71 | Play Surfaces (Mulch) | Sq.M. | 990 | | 45 | | 44550 |
| 72 | Planting and Irrigation | Sq.M. | 2697 | | 35 | | 94395 |
| 73 | Turf and Irrigation | Sq.M. | 1660 | | 17 | | 28220 |
| | Total | | | | | | 1156985 |
| CHILDRENS PLAYGROUND | | | | | | | |
| 74 | Landform and Rockwork | Item | 1 | | 50000 | | 50000 |
| 75 | Shade Structure | No. | 1 | | 75000 | | 75000 |
| 76 | Steel Shade Shelter | No. | 1 | | 25000 | | 25000 |
| 77 | Double Electric Barbecue (Accessible) | No. | 1 | | 10000 | | 10000 |
| 78 | Table Settings | No. | 1 | | 8000 | | 8000 |
| 79 | Bench Seats with Backrests | No. | 3 | | 3000 | | 9000 |
| 80 | Drinking Station | No. | 1 | | 10000 | | 10000 |
| 81 | Perimeter Fencing and Entry Stile | L.M. | 105 | | 110 | | 11550 |
| 82 | Play Fort and Tunnel | Item | 1 | | 120000 | | 120000 |
| 82 | Cubby Play | Item | 1 | | 20000 | | 20000 |
| 83 | Double Infant Swing | Item | 1 | | 25000 | | 25000 |
| 84 | Water Play | Item | 1 | | 15000 | | 15000 |
| 85 | Music & Sound Play | Item | 1 | | 15000 | | 15000 |
| 86 | Steel Play Elements | No. | 5 | | 5000 | | 25000 |
| 87 | Pole and Log Steppers | Item | 1 | | 25000 | | 25000 |
| 88 | Insitu Concete Access Paths and Pavements | Sq.M. | 138 | | 70 | | 9660 |
| 89 | Play Surfaces (Mulch) | Sq.M. | 335 | | 45 | | 15075 |
| 90 | Planting and Irrigation | Sq.M. | 82 | | 35 | | 2870 |
| 91 | Turf and Irrigation | Sq.M. | 82 | | 17 | | 1394 |
| | Total | | | | | \$ | 472,549 |
| SIGNS AND ANCILLARIES | | | | | | | |
| 92 | Signs and Ancillaries | Item | 1 | \$ | 50,000 | \$ | 50,000 |
| | Total | | | | | \$ | 50,000 |
| | TOTAL | | | | | \$ | 4,641,074 |
| 93 | CONTINGENCY (5%) | Item | 1 | \$ | 232,053.70 | \$ | 232,054 |
| | | | | | | \$ | 232,054 |
| 94 | REGIONAL LOADING (5%) | Item | 1 | \$ | 243,656.39 | \$ | 243,656 |
| | | | | | | \$ | 243,656 |
| | TOTAL VALUE OF WORKS (Excluding GST) | | | | | \$ | 5,116,784 |
| | CURRENT FUNDS AVAILABLE | | | | | \$ | 5,150,000 |
| | RECONCILLIATION | | | | | -\$ | 33,216 |

PLAN
E

LANDSCAPE ARCHITECTS
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TASK RECORD

| TASK INFORMATION | |
|---------------------|---|
| TASK NAME | RISK MITIGATION STRATEGY – ALL AGES PLAYGROUND |
| DESCRIPTION | All Ages Playground Play Equipment Risk Assessment and design process strategy taken to ensure risk minimization when repurposing the All Ages Playground play equipment. |
| RESPONSIBLE OFFICER | Executive Manager Property & Assets |
| PROJECT | KSHCP |
| DATE | 9/7/2018 |
| FILE | |

ACTION

DESCRIPTION

1. An initial comprehensive playground inspection and report was commissioned from Playcheck by the Shire of Katanning in June 2017. The 19/6/17 report (attached) informed the development of the concept design brief prepared by Hames Sharley and was subsequently provided to Plan E when appointed to undertake the concept planning of the Welcome Precinct.
2. The following was included in the design brief of RFQ HP05 September 2017 for concept planning;

Benchmarks for Safety in Playgrounds

The following Australian Safety Standards provide the basic rules for playground safety compliance in Australia:

- AS 4685 2004 Parts 1 to 6 Playgrounds and Playground Equipment
- AS/NZS 4486 1997 Playgrounds and Playground Equipment Part 1 Development, Installation, Inspection, Maintenance & Operation
- AS/NZS 4422 1996 Playground Surfacing Specification, Requirements & Test Methods.

All playgrounds must comply with Australian Standards for functional design, layout and construction.

Note that these documents are not completely 'black and white' there remain 'grey' areas within these Standards, and areas where local decision making will still be required on the subject of what is an acceptable risk under local circumstances.

The consultant is to advise the Katanning Shire of the extent of risk for Council acceptance understanding that one of the attractions of the historic All Ages Playground is the excitement factor the over-sized and seemingly risky pieces of play equipment generated.

| |
|--|
| <p>3. The following requirements were included in the brief for design development and documentation (RFT 07-2017 December 2017);</p> <ul style="list-style-type: none"> • <u>The successful Consultant will be required to provide all designs in accordance with relevant Australian Standards and with appropriate certification.</u> • <u>The successful tenderer will be required at to engage at its cost any risk experts, professionals or consultants to provide such expert services, advice or certification in relation to the Design Scope of this project as may be reasonably required. Such services, advice or certification may include but not limited to:</u> <ul style="list-style-type: none"> ○ Landscape Architect/ Playground Design ○ Architect as required ○ <u>Playground and equipment safety certification</u> |
| <p>4. Plan E were successful in winning the concept design commission (RFQ HP05) and the detailed design, documentation and contract administration commission (RFT 07-2017). This fortunate occurrence has ensured the continuity of the lead design consultant (David Smith) from concept planning to finishing of construction. This minimizes risk in change of initial planning directions taken and any subsequent loss in risk and safety concerns highlighted at an earlier stage.</p> |
| <p>5. Playcheck were engaged by Plan E to provide expert advice as per 3. Above. This has also ensured continuity of playground equipment auditing through to design assessment and final construction assessment.</p> |
| <p>6. Playcheck provided Plan E with a risk assessment and design certification of the initial All Ages Playground equipment repurposing strategy (24/5/2018) (attached). This report was forwarded to Ian Proudfoot from Local Government Insurance Services (LGIS) for comment (31/5/2018). His reply and assessment (6/6/2018) was provided to David Smith of Plan E for response (attached).</p> |
| <p>7. Subsequently changes were made to the design of the slide decks of the All Ages Playground repurposed equipment. Playcheck provided a revised risk assessment and design certification (18/6/2018) (attached). The revised certification was forwarded to Ian Proudfoot (LGIS) for comment. His comment (18/6/2018) was forwarded to David Smith of Plan E for response (attached).</p> |
| <p>8. The revised Playcheck Design Certification and Risk Assessment and the Plan E responses have been provided to Councilors for assessment. A meeting was held on 4/7/2018 attended by Councilors, CEO, Ian Proudfoot (LGIS), Udam Wickremaratne - Portfolio Manager Liability and Property (LGIS), and David Smith (Plan E) to review the Playcheck Design Certification and Risk Assessment. (Minutes attached).</p> |
| <p>9. A maintenance program and annual audits will be developed for the All Ages Playground and Welcome Precinct.</p> |
| <p>10. The Katanning Shire incident reporting and recording system will apply to the Welcome Precinct.</p> |



DESIGN CERTIFICATE

| | |
|--------------------|--|
| Location: | Katanning Welcome Precinct |
| Client: | Plan E |
| Drawings assessed: | L7.101 Rev B; L7.102 Rev B; L7.103 Rev B; L7.104 Rev B; L7.105 Rev B; L7.106 Rev B; L7.107 Rev B |
| Other references: | Playcheck Audit All Ages Playground Response |

Introduction

Following an initial assessment of the existing equipment in the Katanning all ages playground carried out by Play Check in June 2017, Plan E have prepared a number of proposed modifications to existing equipment as part of the playground upgrade. This report outlines the results of a design review of these proposed modifications, taking into account the following Australian Standards:

- AS 4685: 2014 series – Playground equipment and surfacing
- AS 4685.0:2017 – Playground equipment & surfacing – Development, installation, inspection, maintenance and operation
- AS 4422:2016 – Playground surfacing – Specifications requirement and test method

It should be noted that it would not be possible to retain some of the equipment that Council wants to utilize if full compliance with the requirements of the Standards is required. In some cases, the existing equipment will comply with current Standards, however in the case of two of the large slides in particular, achieving full compliance is not possible. In light of this fact certain modifications have been proposed in order to reduce the level of risk for each item.

Risk/Benefit Assessment

A Risk/Benefit assessment takes into account the benefits of an activity or feature in the playground, as well as the associated risks, weighing with equal consideration the duty to protect children from avoidable serious harm and the duty to provide them with stimulating, adventurous play opportunities.

“Play provision should aim at managing the balance between the need to offer risk and the need to keep children safe from serious harm... In play provision exposure to some degree of risk may be of benefit because it satisfies a basic human need and gives children the chance to learn about risk and consequences in a controlled environment.” Foreword to AS 4685.1–2014

The following matrix is used in the determination of a risk rating for any potential hazards:

| | | | | | | |
|-----------------------|---------------|---------------------------|---|----------|---------|-----------|
| < Probability > | Highly Likely | VL | L | H | VH | VH |
| | Likely | VL | L | M | H | VH |
| | Possible | VL | L | M | H | H |
| | Unlikely | VL | VL | L | M | M |
| | Very Unlikely | VL | VL | L | L | M |
| | | Little/None | Minor | Moderate | Serious | Permanent |
| << Injury Severity >> | | | | | | |
| | | Severity Rating | | | | |
| | | Potential level of injury | | | | |
| | | Little/None | Little or no injury | | | |
| | | Minor | Minor injury (e.g. bruising or laceration) | | | |
| | | Moderate | Moderate injury requiring medical intervention | | | |
| | | Serious | Serious injury likely to require hospitalisation | | | |
| | | Permanent | Serious injury likely to result in permanent disability or fatality | | | |

Assessment

The report “Playcheck Audit All Ages Playground Response” should be referred to, along with the proposed modifications by Plan E. Observations made in the original audit of existing equipment will not be repeated here for the sake of brevity.

In the case of the Single Bump Slide and the Triple Slide, the potential fall heights have been reduced by the use of mounds.

Items/Elements Assessed

Ratings:

C = Compliant with Standards.

CA = Compliant, however attention should be given to items detailed in ‘Design Issues’ or ‘Risk Assessment’ below.

D = Some deviation from Standard requirements but is acceptable as detailed in ‘Risk Assessment’ below.

NC = Non-compliant. Actions required to resolve the issue are detailed in ‘Risk Assessment’ below.

| Element | Rating |
|---------------------|--------|
| Spiral Slide | D |
| Large Single Slide | D |
| Single Bump Slide | CA |
| Triple Slide | CA |
| Orbital Cage | CA |
| Large Rocking horse | C |
| Small Rocking horse | C |
| Spinner | C |
| Large See Saw | C |

Design Issues

| Item | Comments / Recommendations |
|--------------------|--|
| General | <p>Ensure that openings in the framework on all items that could lead to head entrapment are avoided.</p> <p>Any openings that allow passage of either of the following sized probes:</p> <ul style="list-style-type: none"> (i) rectangular 89mm x 157mm, or (ii) round probe 130mm diameter; <p>should then be large enough to allow passage of a round probe 230mm in diameter.</p> <p>In addition, and downwardly converging V-shaped openings at an angle of less than 60deg should be avoided.</p> |
| Slides – General | <p>Ensure that all slides have a run-out (exit) section of at least 500mm in length that is inclined at an angle of less than 10°.</p> <p>It is noted that the angle of the sliding sections of the Single Bump Slide and the Triple Slide may slightly exceed the maximum average angle of 40° (the angle will be similar to that on the existing slides), however the run-out sections are longer than required and should be inclined at less than 10°, so this does not pose an unacceptable level of risk.</p> |
| Large Single Slide | <p>Ensure that the internal height from the sliding surface to the top of the shroud (measured perpendicular to the sliding surface) is at least 750mm.</p> <p>Ensure that the perforations in the sheet forming the shroud are less than 8mm diameter.</p> <p>Consideration should be given to raising the barrier immediately around the entry to the slide slightly more to discourage climbing from the platform onto the top of the slide shroud.</p> |
| Orbital Cage | <p>Ensure that any openings in the rails comply with the entrapment requirements covered in the above point (‘general’), in particular that the openings are not between 89mm and 230mm.</p> |

Risk Assessment

| Item | Description of deviation from Standards | Occurrence Probability | Severity Potential | Risk Rating |
|---|---|------------------------|---------------------|----------------|
| Spiral Slide + Large Single Slide | Both of these slides are higher than 3000mm and are not enclosed. Modifications proposed reduce the likelihood of a fall. | Very unlikely | Serious - Permanent | Low - Moderate |
| Rationale for acceptance of this deviation | | | | |
| <p>While the severity potential is technically high, it is notable that the equipment has been in place for many years without major incident. The modifications proposed significantly reduce the likelihood of an incident. Many other activities commonly engaged in also carry a similar potential severity rating but are deemed acceptable based on the value of the activity and/or the low likelihood of incident.</p> <p>The following steps have been taken to increase the level of safety:</p> <ul style="list-style-type: none"> - The lower rung on each ladder is to be set 600mm above the ground, making these slides inaccessible to young children without assistance. - The balustrades on the platforms are to be 1100mm in height, significantly higher than the minimum requirement of 700mm. - The ladder on the large single slide is enclosed in a cage to prevent a fall directly to the surface below. - The Large Single Slide is to have a shroud over the slide itself, fully enclosing the upper portion. - In the case of the spiral slide, the sand surface below is to be 600mm deep, twice the normal requirement of 300mm. (In the past there has been no proper impact attenuated surfacing below these slides.) | | | | |

Conclusion

Taking into account the requirements of the relevant Standards, Council's willingness to deviate from some of the requirements of the Standards in order to retain the equipment, and the risk assessment above, the proposed modifications make the equipment significantly safer than it has been, while still retaining the overall character of the equipment.

Note: This report is based on the plans provided at the time of the assessment. A further assessment should be undertaken upon practical completion of the project to ensure that all elements of the playground are in accordance with the plans and are compliant with the relevant standards.



Andrew Reedy
Level 3 Comprehensive Playground Inspector
Register of Playground Inspectors Australia
University of Technology Sydney

18th June 2018

Date