



Shire of
Katanning
Heart of the Great Southern

‘Together, We’re Building Katanning’s Future’

**NOTICE OF A
ORDINARY COUNCIL MEETING**

Dear Council Member

The next Ordinary Council Meeting of the Shire of Katanning will be held on
Tuesday 31 October 2017, in the Shire of Katanning Council Chambers,
14 Austral Terrace, Katanning, commencing at 6:00pm.

Julian Murphy
CHIEF EXECUTIVE OFFICER
Thursday 26 October 2017

DISCLAIMER

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

PRESIDING MEMBER _____

DATE SIGNED _____



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1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS

The Presiding Member declared the meeting open at ____ pm.

2. RECORD OF ATTENDANCE**PRESENT**

Presiding Member: Cr Liz Guidera - President

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

Council Officers: Julian Murphy, Chief Executive Officer
Sam Davis, Executive Manager, Projects and Community Building
Andrus Budrikis, Executive Manager Property & Assets
Paul Webb, Executive Manager Infrastructure & Development
Libby French, Manager Finance
Taryn Human, Governance Executive Officer
Sophie Justins, Community Relations Officer

Gallery:

Media:

Apologies:

Leave of Absence: Cr John Goodheart

3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE**4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS****5. PUBLIC QUESTION/STATEMENT TIME****6. APPLICATIONS FOR LEAVE OF ABSENCE****7. PETITIONS/DEPUTATIONS/PRESENTATIONS****8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING****8.1 Ordinary Council Meeting – 26 September 2017
(SEE ATTACHED MINUTES)**

OC/17 That the minutes of the Ordinary Council Meeting held on Tuesday 26 September 2017 be confirmed as a true record of proceedings.

Voting Requirement: Simple Majority

CARRIED/LOST:

**8.2 Special Council Meeting – 12 October 2017
(SEE ATTACHED MINUTES)**

OC/17 That the minutes of the Special Council Meeting held on Thursday 12 October 2017 be confirmed as a true record of proceedings.

Voting Requirement: Simple Majority

CARRIED/LOST:

**8.3 Special Council Meeting – 23 October 2017
(SEE ATTACHED MINUTES)**

OC/17 That the minutes of the Special Council Meeting held on Monday 23 October 2017 be confirmed as a true record of proceedings.

Voting Requirement: Simple Majority

CARRIED/LOST:

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION
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10. REPORTS OF COMMITTEES AND OFFICERS

10.1 EXECUTIVE MANAGER INFRASTRUCTURE & DEVELOPMENT REPORTS**10.1.1 Development Application – Dwelling Lot 808 Wake Road, Moojebing**
(ATTACHMENT)

File Ref: A3473 201718018 PA/17/1139 DA Ref 4C
Reporting Officer: Delma Baesjou, Consultant Planner
Date Report Prepared: 18 October 2017

Issue:

To consider an application for a Dwelling (House) at Lot 808 Wake Road, Moojebing.

Body/Background:

A development application was received on 28 September 2017. The plans show a 15m x 8m two bedroom new Transportable Dwelling. The structure is steel framed with fibre cement cladding and colorbond custom orb roofing. The main wall colour is 'surf mist' and the feature wall is 'shale grey'. The roof is 'deep ocean' [dark blue].

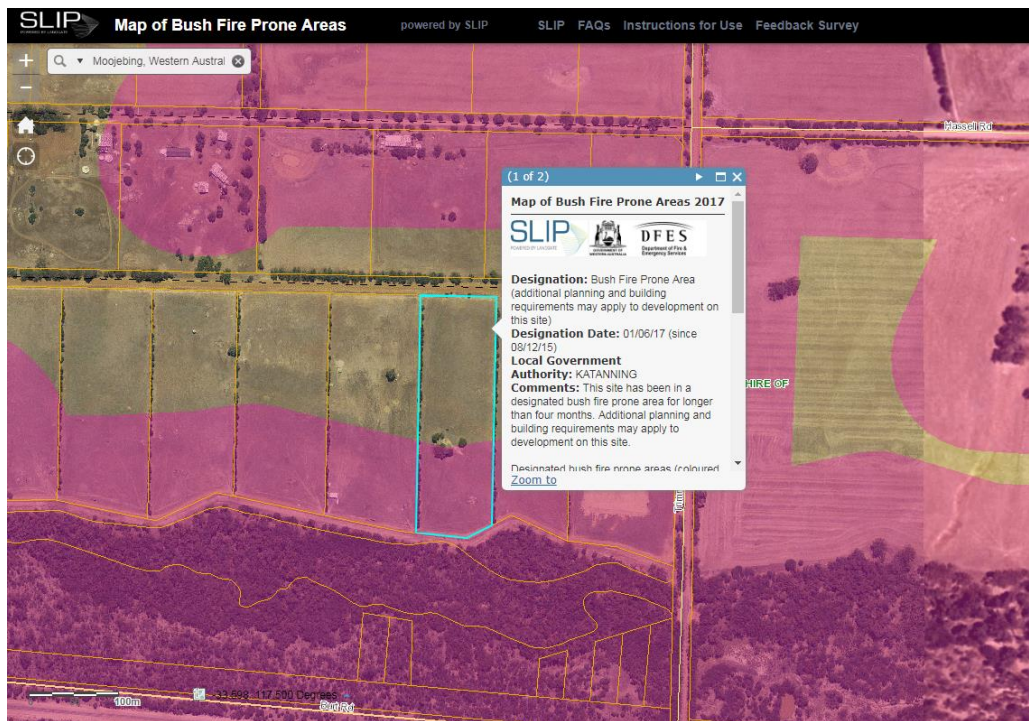
The proposed Dwelling is to be setback 27.7m from the front boundary, 21m and 47m from the side boundaries and approximately 215m from the rear (southern) boundary.

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

Notwithstanding 'Single House' is listed as 'P' permitted in the Rural zone, this proposal does not satisfy the 50m minimum front setback standard set out in both TPS4 and Draft Local Planning Scheme 5 (LPS5). Accordingly this Development proposal requires determination by the Council.

Lot 808 is 2.185ha and has frontage to Wake Road along the full length of the northern boundary.

Adjoining lots are zoned Rural and are used for Rural Living.

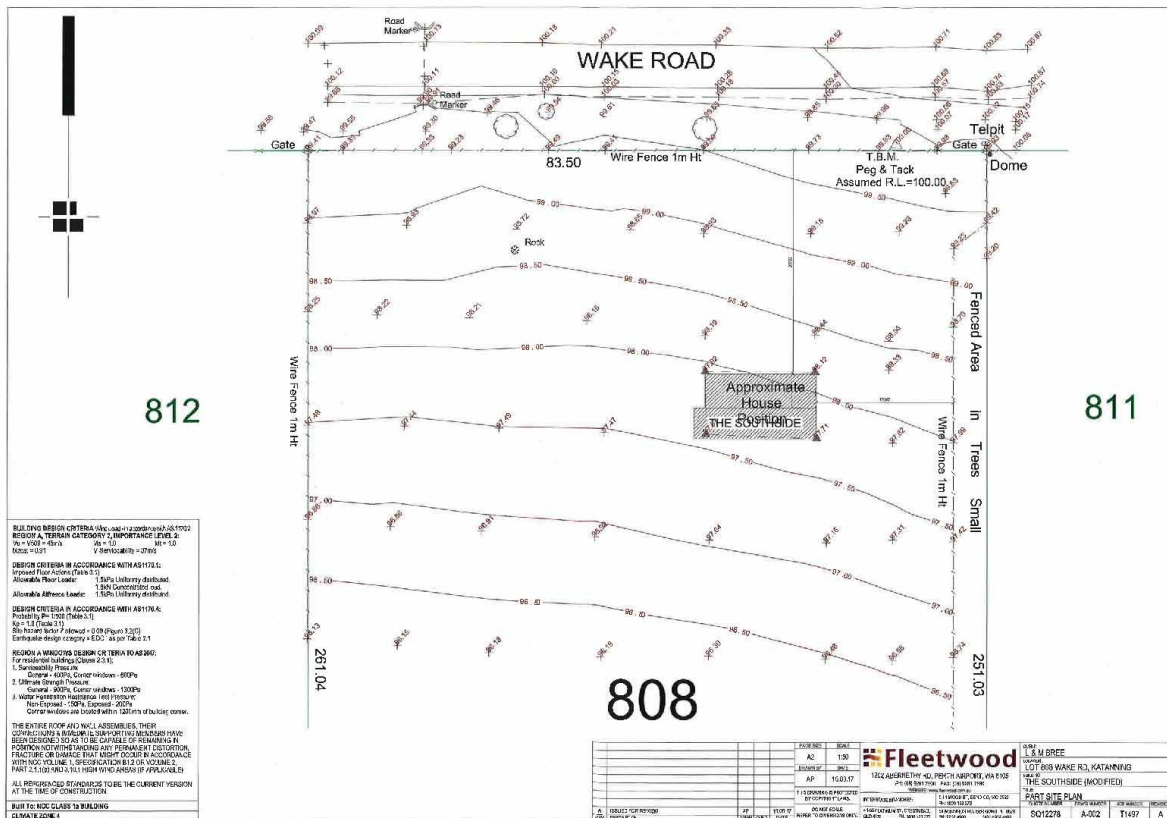


Aerial image of Lot 808 Wake Road, Moojebing - Bush Fire Prone designation

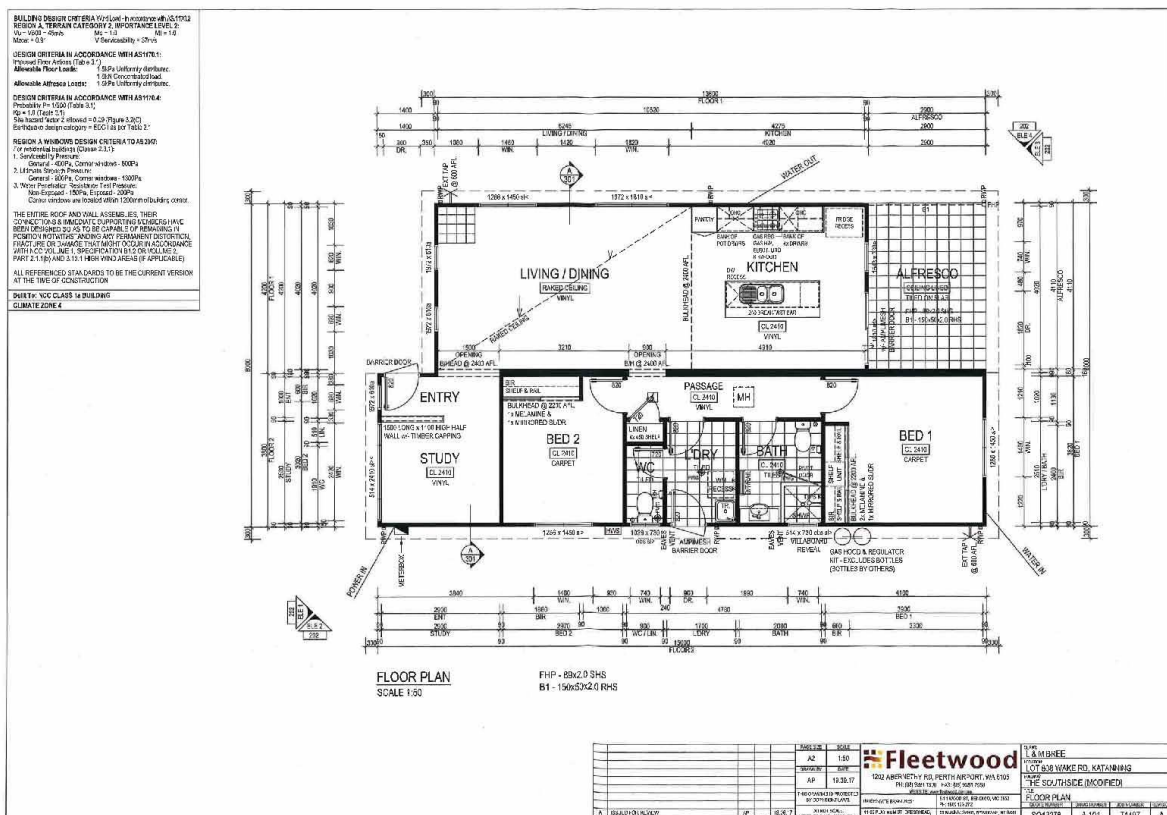
Officers Comment:

The subject land is considered to be of sufficient size to accommodate the proposed development. The dwelling is consistent with other nearby development and compatible with land uses in this area. It is considered the appearance, size and bulk will have no significant impact on adjoining land.

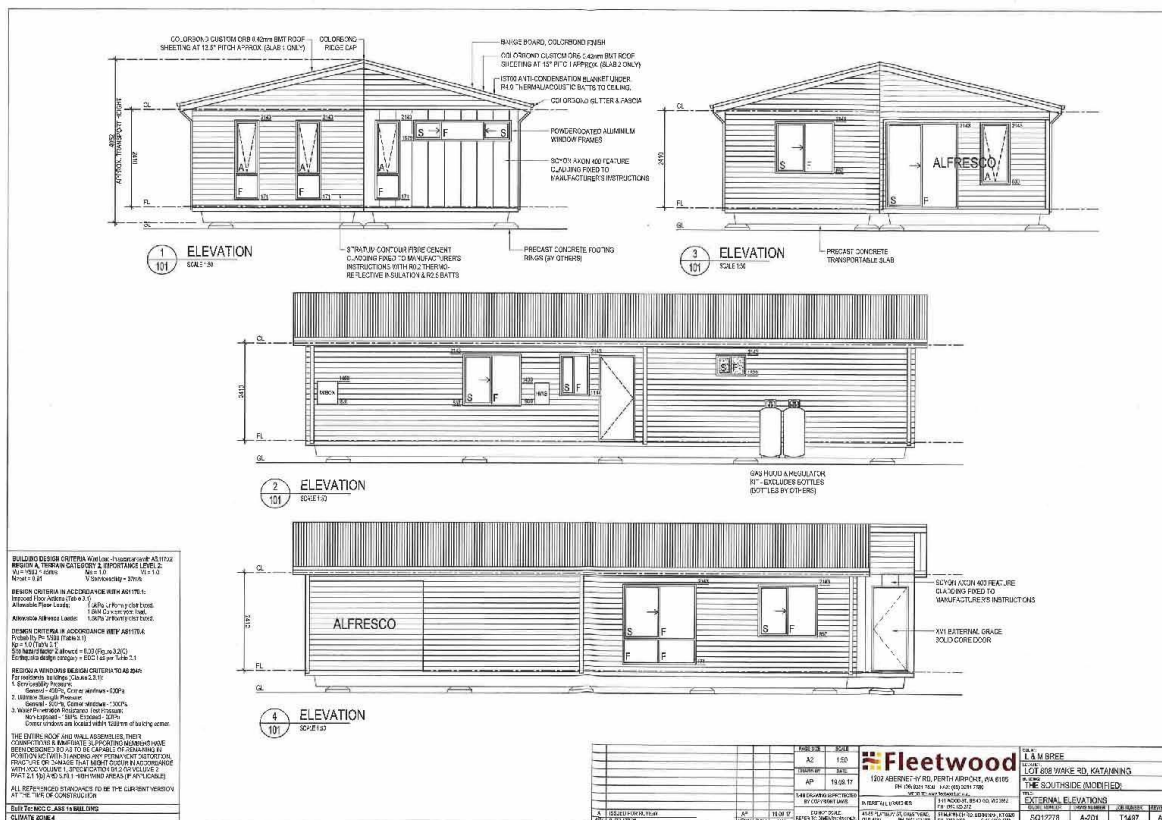
The proposal is considered to meet the Scheme Objectives and for the Rural zone set out in both TPS4 and the draft Local Planning Scheme 5 (LPS5). Planning Approval is recommended, subject to conditions.



Site Plan



Floor Plan



Elevations

Statutory Environment:

Shire of Katanning Town Planning Scheme No. 4

The Planning and Development (Local Planning Schemes) Regulations 2015

The application was assessed, based on the requirements set out in TPS4 and, the Planning and Development (Local Planning Schemes) Regulations 2015.

The following summary compares the minimum and proposed setbacks for this development, based on the relevant site requirements as set out in TPS4 and draft LPS5

Minimum Setbacks - Proposed Dwelling, Lot 808 Wake Road, Moojebing			
Boundary	Required Setback	Proposed Setback	Comment/Assessment
Front	50m	27.7m	variation sought
Side	15m	East - approx. 21m	Compliant
		West - approx. 47m	Compliant
Rear	15m	approx. 215m	Compliant

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

More Particularly:

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

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

A reduced front setback for this dwelling allows for easier access to services (power, telecommunications and the local road network) and is in line with other Rural Living developments in Moojebing Heights. It also provides greater separation from the vegetated Conservation Reserve and creek to the south of the subject land.

Portion of the subject land is within a designated Bush Fire Prone Area (BFPA) as identified by the Fire and Emergency Services Commissioner (Designation Dates: 1/6/2017 since 8/12/15). The proposed development is wholly outside the pink BFPA so there is no requirement for a BAL Assessment and an 'Exemption' from the requirements of SPP 3.7 and the deemed provisions is considered to apply in this case. Furthermore, the development is required to address the Fire Management Strategies set out in the 2008 Fire Management Plan, including provision of water for firefighting purposes, fire breaks and maintenance of Hazard Separation/low fuel Zone.

Policy Implications:

Nil.

Financial Implications:

The applicants have paid the \$531.05 Planning Application Fee, as set out in Council's Schedule of Fees and Charges.

Strategic Implications:

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

Shire of Katanning Community Strategic Plan 2013 – 2023***Environment & Land Use – Land Use Development:***

- Flexible Land Use Planning [CBP Ref. P8.5.2]

Development & Leadership - Governance:

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

The proposal is also considered to be consistent with the Katanning Super Town Growth and Implementation Plan.

Officer's Recommendation/Council Motion:

- OC/17** **That Council grants Development Approval for Lot 808 Wake Road, Moojebing for the purpose of dwelling, subject to the following conditions:**
- 1) Development to be generally in accordance with the approved plans.**
 - 2) Provision of a potable water supply having a capacity of not less than 135kl.**
 - 3) Implementation relevant measures required under the Moojebing Fire Management Plan, including of Property Owner's Responsibilities and provision of a static water supply of a minimum of 10,000L for firefighting, establishment and maintenance of the strategic fire break and low fuel zones.**
 - 4) Verification that the Dwelling satisfies Australian Standard AS 3959 – 1991 "Construction of Buildings in Bush Fire Prone Areas".**

Advice Notes

- I. Stormwater runoff from the new structure to be adequately controlled on-site. Any connection to the district drainage system to be to the satisfaction of the Director of Engineering Services, in accordance with Engineering requirements and design guidelines.**
- II. Construction and siting of any proposed crossover requires prior approval and is to be in accordance with Shire of Katanning specifications and requirements.**
- III. Wastewater is to be managed by way of an approved on-site disposal system.**
- IV. This Development Approval does not constitute a Building Permit.**
- V. Future development/works to comply with the Building Code of Australia and relevant statutes.**

Voting Requirement: Simple Majority

CARRIED/LOST:

10.1.2 Development Application – Oversize Outbuilding, Lot 31 (3858) Kojonup-Katanning Road

File Ref: A617. 201718014 PA/17/11398 3Z
Reporting Officer: Delma Baesjou, Consultant Planner
Date Report Prepared: 29 September 2017

Issue:

To consider an application for an oversize Outbuilding at Lot 31 (3858) Kojonup-Katanning Road, Katanning.

Body/Background:

A Development Application was received on 9 September 2017.

The proposal is for an 8m x 20m Outbuilding. The plans show a skillion roofed structure with side wall heights of 3m and 4.2m.

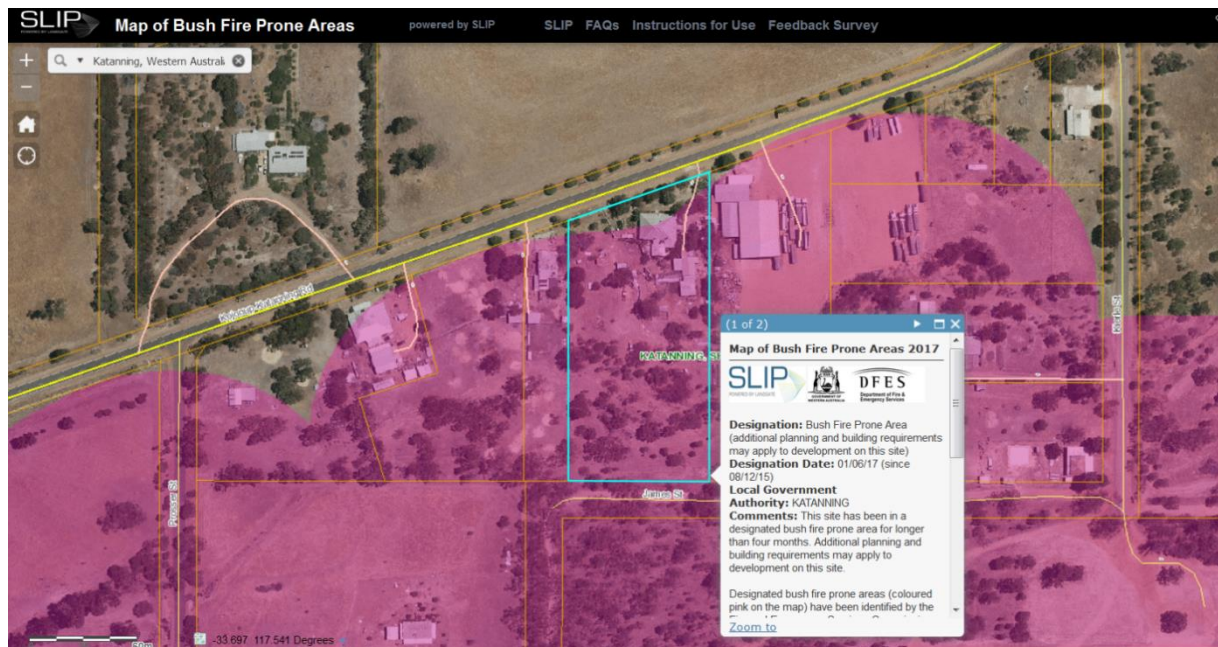
Lot 31 is 1.2135ha and has frontage to Kojonup-Katanning Road along the full length of the northern boundary.

Existing development on Lot 31 includes a single storey dwelling, Outbuildings and domestic garden/private open space. The combined floor area of the existing Outbuildings is approximately 140m². The proposed 160m² Outbuilding will be in addition to the existing sheds and garage.

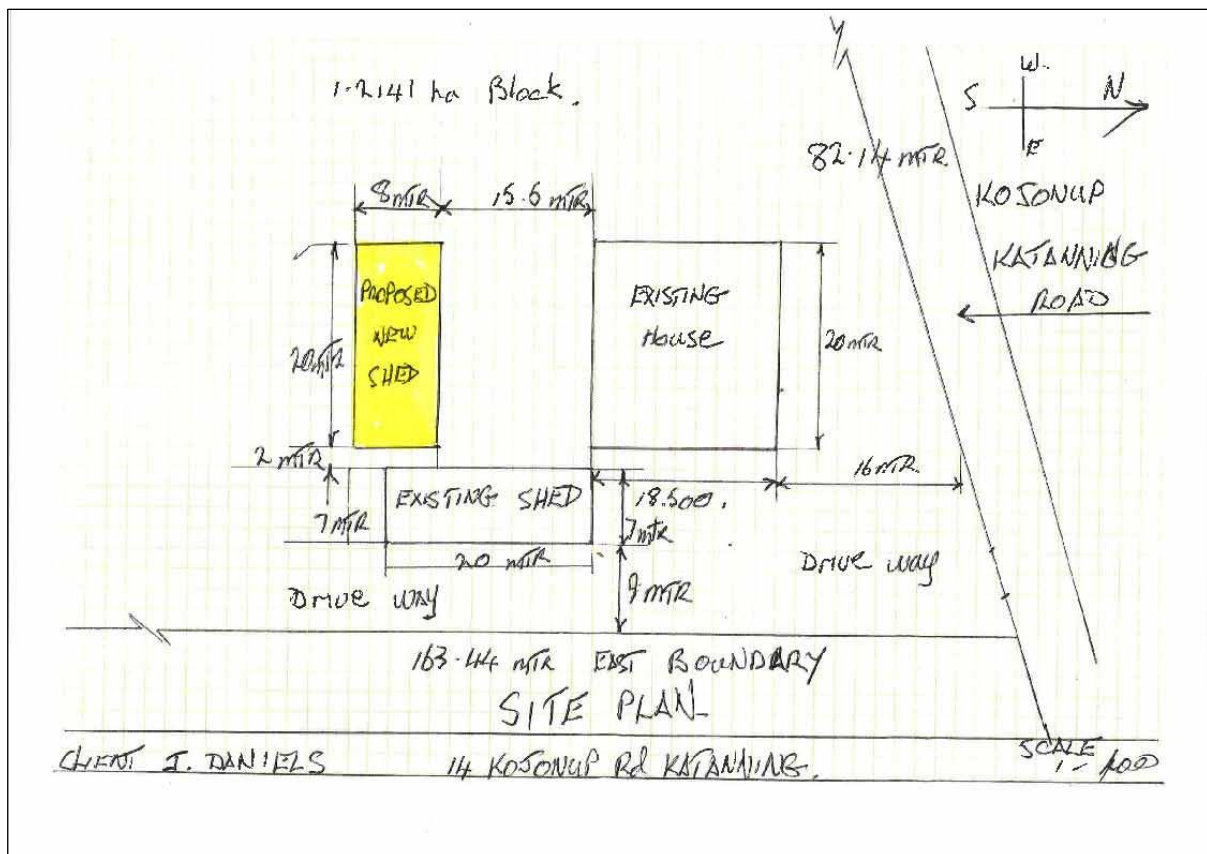
The applicant has provided a supporting letter advising the shed is to be used for the storage of his vintage vehicle collection.

The subject land is zoned Residential, with an R5 density coding under both the Shire of Katanning Town Planning Scheme No. 4 (TPS4) and Draft Local Planning Scheme 5 (LPS5).

‘Single House’ (and by association ‘Outbuilding’) is permitted (P) in the Residential zone, subject to compliance with the Residential Design Codes (R-Codes) and relevant Council Policy. The R-Codes allow for Outbuildings with a cumulative floor area of up to 60m² and this increases to 100m² under TPS4 Local Planning Policy 1 No.1– Outbuildings (SoK Policy 1) In this case, and in accordance with the 2015 Planning Regulations, Schedule 2, Part 7, Clause 61(1) (d), Development Approval is required because the proposal does not satisfy the deemed-to-comply requirements of the R-Codes or SoK Policy 1.



Aerial image of Lot 31 (3858) Kojonup-Katanning Road - DFES advice 'site designated as Bush Fire Prone'



Site Plan, Lot 31 Kojonup-Katanning Road - showing position of proposed Outbuilding

Officers Comment:

Lot 31 is 1.2135ha. The subject land is considered to be of sufficient size to accommodate the proposed development.

The application was assessed against the requirements set out in Clauses 6.1.1, 6.1.2 and 6.1.3 of TPS4, the R-Codes, the P&D Regs 2015 and SoK Policy 1.

The relevant requirements and assessments are summarised as follows:

Objectives

- (a) *to retain the single house as the predominant form of residential development in the town.*
- (b) *to provide for lifestyle choice in and around the town with a range of residential densities.*
- (c) *to allow for the establishment of non-residential uses subject to local amenities not being adversely affected.*
- (d) *to achieve a high standard of residential development.*

Site and Development Requirements

The following Table shows the required and proposed setbacks for this development based on the nominated dimensions of the Outbuilding.

Minimum Setbacks - Proposed Outbuilding, Lot 31 Kojonup-Katanning Road			
Boundary	Required Setback	Proposed Setback	Comment/ Assessment
Primary Street	12m	46m	<i>Compliant</i>
Side - (height >4m, length <9m)	1.0m	18m	<i>Compliant</i>
Rear/Secondary Street	6m	>95m	<i>Compliant</i>

R-Codes

Design Principle (P) and Deemed-to-comply (C) reference and Officer *assessment/comment*:

5.1.2 Front setback (C2.1) - *min 6m*

5.1.3 Lot boundary setback (C3.2 ii) *Compliant*

5.1.6 Building Height (C6) – *up to 3.6m (plus 20%) in accordance with part 11 of the adopted Planning Policy No 1.*

5.2.5 Sight Lines (C5) – *unobstructed at crossover.*

5.4.2 Solar Access [Overshadowing] (C2.1) – *Compliant: single storey development is setback in excess of 35m from northern boundary of neighbouring property.*

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

The proposal is considered to meet the Scheme Objectives and for the Residential zone set out in both TPS4 and the draft Local Planning Scheme 5. Development Approval is recommended, subject to conditions.

Statutory Environment:

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

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

The Residential Design Codes (R Codes)

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

Portion of Lot 31 is within the Flood Area identified on Figure 13 E of the 2014 Katanning Flood Assessment prepared by Opus International. By extrapolating the anticipated 1:100 flood level, based on the 2m intervals and mapping contained in the Flood Assessment, it is estimated the flood edge in the vicinity is estimated to be 307m AHD. It would appear that the Natural Ground Level at the site of the proposed Outbuilding is more than 308m AHD and that the development will achieve the 500mm clearance from known flood level, as required by part 3(a) in Table 8 of draft LPS5. Never-the-less, it is recommended that Development Approval be conditional upon a Finished Floor Level (FFL) of not less than 307.5m AHD.



***Extract from Figure 13E Katanning Flood Assessment Opus 2014 showing
'Extent of Flood Area –Flood Level Contours at 2m intervals'***

At the time of assessment, a significant portion of the subject land was within a designated Bush Fire Prone Area as identified by the Fire and Emergency Services Commissioner. In its Planning Bulletin 111/2016 the WAPC states:

Exemptions from the requirements of SPP 3.7 and the deemed provisions should be applied pragmatically by the decision maker. If the proposal does not result in intensification or an increase of residents ... then there may not be any practicable reason to require a BAL Assessment. The deemed provisions exempt renovations, extensions ... and incidental uses (including outbuildings, verandas, carports, patios and storage sheds). ... Where the proposal is exempt under the deemed provisions or local planning scheme and does not:

- *result in the intensification of development (or land use);*

- *result in an increase of residents or employees;*
 - *involve the occupation of employees on site for any considerable amount of time; or*
 - *result in an increase to the bushfire threat;*
- the proposal may also be exempt from the provisions of SPP 3.7.*

In this case, the proposed Outbuilding satisfies the criteria and is more than 6m from the existing dwelling, accordingly an exemption from Part 10A of the P&D Regs 2015 is considered to apply.

Policy Implications:

The Shire of Katanning Town Planning Scheme No. 4 Local Planning Policy No.1 - Outbuildings (SoK Policy 1) provides for Outbuildings in the Residential zone up to 3.6m in wall height and a maximum cumulative total floor area of 100m². Criterion 11) gives latitude to approve proposals that exceed the above standards by up to 20% on the basis of adjoining landowners support and no adverse visual impact on the amenity of the locality. Applications that do not meet the policy criteria shall be referred to the Council for its determination.

The height of the proposed walls is within the scope of SoK Policy 1. The proposed side and rear setbacks are in excess of the minima required under the RCodes and SoK Policy 1.

The proposed cumulative floor area of 300m² is greater than the 100m² provided for by the Policy, even allowing for a 20% variation.

The proposed Outbuilding will be well screened by the existing buildings and is readily accommodated on the subject land. Given the nature and characteristics of the surrounding development, the precedent set by existing Outbuildings, and the size of the lot, this proposal for an oversize Outbuilding is considered acceptable when assessed against TPS4, the R-Codes and SoK Policy 1.

Financial Implications:

The applicant has paid the \$147 Planning Application Fee, as set out in Council's Schedule of Fees and Charges. Receipt Number 235340, 12/09/17

Strategic Implications:

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

Shire of Katanning Community Strategic Plan 2013 – 2023***Environment & Land Use – Land Use Development:***

- Flexible Land Use Planning [CBP Ref. P8.5.2]

Development & Leadership - Governance:

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

Officer's Recommendation/Council Motion:

OC/17 **That Council grants Development Approval for Lot 31 (3858) Kojonup-Katanning Road for the purpose of Outbuilding, subject to the following conditions:**

- 1) Development is to be generally in accordance with approved plans.**
- 2) The Finished Floor Level of the building to be not less than 307.5m AHD**

Advice Notes

- I. All stormwater runoff from the new structure to be adequately controlled on-site. Any connection to the district drainage system is to be to the satisfaction of the Executive Manager of Infrastructure & Development.**
- II. Any alterations or upgrading of the crossover to be in accordance with Main Roads WA and Shire of Katanning specifications and requirements.**
- III. Maintenance of the crossover is the responsibility of the developer.**
- IV. This Development Approval does not constitute a Building Permit.**
- V. Future use and development is to comply with the Building Code of Australia.**

Voting Requirement: Simple Majority

CARRIED/LOST:

10.1.3 Piesse Lake Structure Plan – Modified Document
(ATTACHMENT)

File Ref: CP.PL.5
Reporting Officer: Delma Baesjou, Consultant Planner
Date Report Prepared: 19 October 2017

Issue:

To receive the modified Piesse Lake Structure Plan SPN/2031.

The Piesse Lake Structure Plan has been prepared to provide guidance on the future development of this key medium density residential site. The focus is on land uses to support the ongoing development of the Lake and surrounds which are recognised as the Shire of Katanning's premier passive open space destination.

The Piesse Lake Structure Plan document comprises:

- Part 1 - Implementation
- Part 2 – Explanatory Section
- Figure 1.1 – Structure Plan
- Figure 2.1 – Context
- Figure 2.2 – Town Planning Scheme 4
- Figure 3.1 – Site Conditions and Constraints

(and) 5 Technical Appendices:

1. Structure Planning – Environmental Investigations, Talis 2014
2. Local Water Management Strategy – Version C, Document 1409018-REP-001, Shawmac Pty Ltd June 2017
3. Bushfire Hazard Assessment – Project No. 14129, Bushfire Prone Planning July 2014
4. Transport Assessment – 1409018\TIA\Report Shawmac Pty Ltd November 2015
5. Servicing and Infrastructure – Doc #: LI-KT-01, Shawmac Pty Ltd September 2014

The Piesse Lake Structure Plan (excluding the 607 pages of Appendices) is attached.

Body/Background:

The first draft of the Piesse Lake Structure Plan was prepared in 2015, based on the Literature Review, Stakeholder Consultation, Opportunities and Constraints Plan and the findings of the supporting Technical Documents. It was updated to accord with the Planning and Development (Local Planning Schemes) Regulations 2015 and the associated Structure Plan Framework.

The Piesse Lake Structure Plan - Version F was endorsed for advertising by the Council at its meeting held 24 May 2016 (Resolution OC52/16 Item 10.1.2 refers). The draft Structure Plan was advertised in accordance with the new Regulations and procedures. Notices were published in the local newspaper and on the Shire's website and displayed in the Administration Office. Landowners and public authorities were invited to view and comment on the Draft Plan. Copies of the documents and supporting Technical papers, Information Sheets and Submission Forms were available at the Administration Office and on-line. An information workshop was held on 21 June 2016. The formal, 28 day submission period closed on 15 July 2016. The Plan was re-referred to selected agencies, including the Department of Water and an 'extension', as provided for under Clause 20 sub-regulation (1)

(c), was provided to allow additional time for agency referral and for the Shire to prepare its response.

The submissions were considered by the Council at its meeting held 25 Oct 2016. It was resolved to adopt the Piesse Lake Structure Plan, subject to six modifications (Resolution OC123/16 item 10.1.2 refers).

The Draft Structure Plan documents were forwarded to the DoP/WAPC in November 2016, as hard copies and through the eLodgement portal. Following several meetings and liaison with DoW and representatives from Land Insights, in March 2017 the DoP advised it required the Local Water Management Strategy – Appendix to be revised and endorsed by the DoW.

The revised LWMS (version C) was received from Shawmac in June and subsequently endorsed by DOW and forwarded to DoP on 13 June 2017.

On 29 August 2017 the Department of Planning Lands and Heritage (DoPLH) advised the WAPC required 13 modifications to the Piesse Lake Structure Plan. The changes are generally as requested/recommended by the Council and in response to agency comments. The modifications have been completed Land Insights and a current aerial image was sourced, geo-referenced and formatted for the consultant. The modified documents were submitted to DPLH on 17 October 2017.

Officer's Comment:

Preparation of the Structure Plan meets statutory obligations and fulfils recommendations objectives set out within the Council's Local Planning Strategy (LPS) and the SuperTowns Growth and Implementation Plan.

Statutory Environment:

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015, in particular Schedule 2, Part 4, Clauses 18, 19 and 20.

Policy Implications:

Nil

Financial Implications:

There will be outgoings associated with publishing final Structure Plan documents.

Strategic Implications:

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

Preparation of the Structure Plans is consistent with general and specific recommendations contained in the 2013 Local Planning Strategy and many of the Objectives/Tasks set out in the SuperTowns Growth and Implementation Plan. The Structure Plans assist the Council to deliver on several of its strategic objectives and key elements as follows:

Environment & Land Use – Land Use Development:

- Introduce urban expansion areas for residential and industrial development [CBP Ref. O8.5.1]
- Flexible Land Use Planning – Facilitate Development and Encourage progressive consolidation and Redevelopment [CBP Ref. P8.5.2 and O8.5.1]

- Establish a minimal hierarchy of plans required to facilitate development.

Economic Development

- Locate an agrifood precinct that takes into account the location and linkages with WAMMCO [CBP Ref. P6.5.2 P6.5.10]
- Identify and compile sufficient land to accommodate new services and business opportunities [S6.5.6 O6.5.3]
- Promote R40 housing opportunities on land affording views of Piesse Park [CBP Ref. O8.5.1]

Lifestyle

- Prepare Structure Plan for Piesse Park incorporating Open Space upgrades [CBP Ref. P8.5.5]
- Produce medium density housing around Piesse Park with 'urban living in the country' theme. [CBP Ref. O8.5.1]

Development & Leadership - Governance:

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

Officer's Recommendation/Council Motion:

OC/17 That Council receives and notes the modified Piesse Lake Structure Plan – version G SPN/2031.

Voting Requirement: Simple Majority

CARRIED/LOST:

10.1.4 Drainage Easement – Lot 500, Reserve 24612 – St John Ambulance Sub-Centre, Clive St Katanning

File Ref: A3171
Reporting Officer: Delma Baesjou, Consultant Planner
Date Report Prepared: 19 October 2017

Issue:

To seek authority for the Shire President and Chief Executive Officer to affix the Common Seal of the Council to an Application for a Drainage Easement on portion of Lot 500, Reserve 24612 St John Ambulance Sub-Centre, Katanning.

Body/Background:

At its meeting held 28 June 2016 the Council considered a report on the proposed refurbishment and extensions to the St John Ambulance Sub-Centre Lots 327 and 954, Reserve 24612 (66) Clive St, Katanning. It was noted that the adjoining Drainage Reserve, Lot 328 (61) Clive Street was used for informal access and parking.

In granting conditional planning consent (Development Approval) for the extension to the Sub-Centre the Council included the following advice notes:

- VI. Supplementary parking on the adjoining Reserve 7625 is subject to a change in Purpose to include 'Parking and Access' and 'Power to Lease and Licence'.
- VII. Amalgamation of Lots 327 and 954 will be required as the proposed works extend across the boundary.

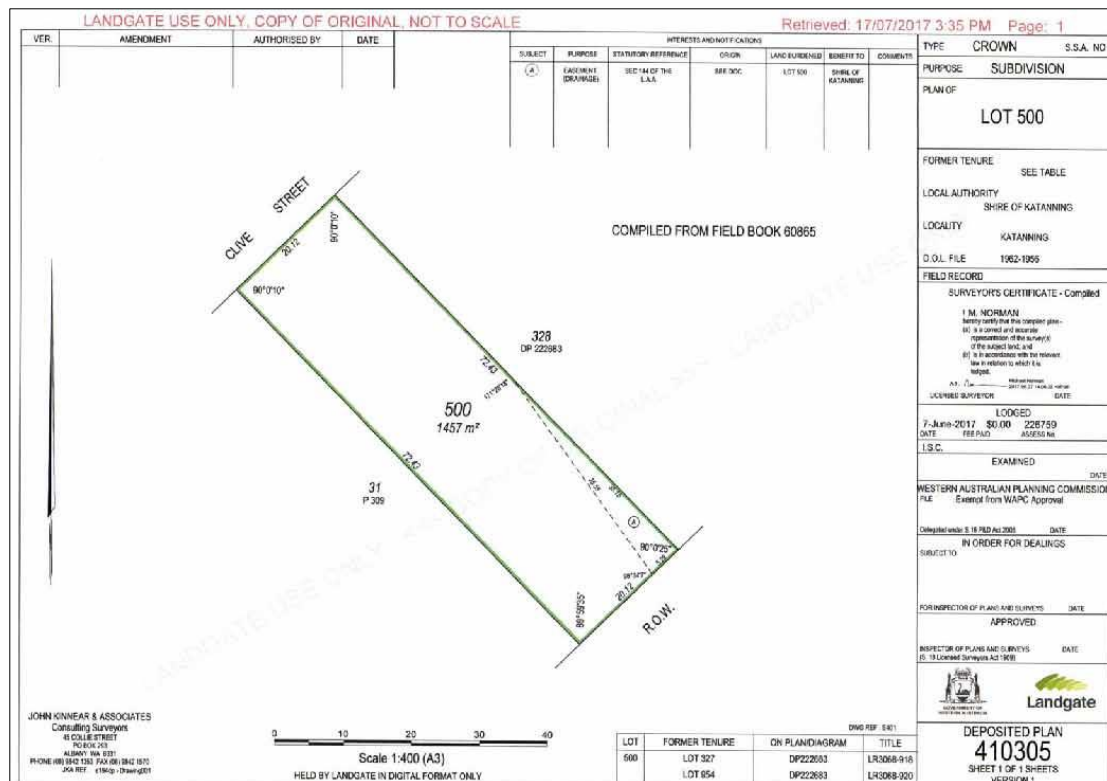


Officer's Comment:

A Building Permit was subsequently issued; the redevelopment and associated site works are nearing completion.

In December 2016 the then Department of Lands confirmed the change of purpose for Reserve 7625 to Access Drainage and Parking, with power to Lease (for up to 21 years). Reserve 7625 comprises Lots 328, 338 & 343 on DP 222683 and Lot 1022 on DP 80064 between Clive Street and Park Street.

Documentation was prepared for the Amalgamation of former Lots 327 & 954, creation of new Lot 500 on DP 410305 and establishment of Drainage Easement in favour of the Shire of Katanning. On 11 July, DPLH advised Deposited Plan 410305 was In Order for Dealings.

**Deposited Plan**

To complete the request for a Drainage Easement, the Execution document requires signing and affixing of the Shire of Katanning seal. Accordingly, a Resolution to this effect is required from Council.

FORM LAA-1060A

SECTION 144 & 147
TENURE CODE ETWESTERN AUSTRALIA
LAND ADMINISTRATION ACT 1997 as amended
TRANSFER OF LAND ACT 1893 as amended**EASEMENT IN GROSS (E)**

SERVIENT TENEMENT (NOTE 1)

That part of Lot 500 on Deposited Plan 410305 as is shown
as Easement A on Deposited Plan 410305

EXTENT

Whole

VOLUME

0000

FOLIO

000

LIMITATIONS, INTERESTS, ENCUMBRANCES and NOTIFICATIONS (NOTE 2)

Nil

GRANTOR

State of Western Australia acting through the Minister for Lands, a body corporate under
the Land Administration Act 1997, care of Department of Planning, Lands and Heritage,
Level 2, 140 William Street, Perth, Western Australia 6000

CONSIDERATION (NOTE 3)

\$500 00 plus 10% GST.

PURPOSE OF EASEMENT (NOTE 4)

The drainage of water.

GRANTEE/S (NOTE 5)

Shire of Katanning of PO Box 130 KATANNING WA 6317

THE MINISTER FOR LANDS, ACTING IN THE NAME AND ON BEHALF OF THE GRANTOR, FOR THE
ABOVE CONSIDERATION, BY THIS DEED HEREBY GRANTS TO THE GRANTEE THE RIGHTS
HEREIN SET OUT OVER THE SERVIENT TENEMENT FOR THE PURPOSE(S) SPECIFIED ABOVE,
SUBJECT TO:

1. THE ENCUMBRANCES SHOWN HEREON,
2. THE COVENANTS AND POWERS IMPLIED UNDER THE LAND ADMINISTRATION ACT 1997
AND THE TRANSFER OF LAND ACT 1893 AS AMENDED (UNLESS HEREBY NEGATED OR
MODIFIED), AND
3. THE COVENANTS AND CONDITIONS CONTAINED HEREIN

Extract**from Easement document****Statutory Environment:**

Transfer of Land Act 1893 (as amended)

Land Administration Act 1997

Local Government Act 1995

Planning and Development Act 2005

Policy Implications:

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

Financial Implications:

Direct Costs associated with this process total \$1065.70 comprising: Easement \$500; GST \$50; Doc preparation Fee \$347; and Doc Registration Fee \$168.70.

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

Development & Leadership

- Governance

Officer's Recommendation/Council Motion:

OC/17

That Council:

- 1) Notes the change in purpose of Reserve 7625 to Access Drainage and Parking, with power to Lease; and
- 2) Grants authority to the President and Chief Executive Officer to affix the Common Seal of the Council to the Execution document for the proposed Easement "A" for the purpose of "the Drainage of Water" described as portion of Lot 500 on Deposited Plan 410305 in accordance with Sections 144 and 147 of the Land Administration Act 1997 and Part IV Division 3A of the Transfer of Land Act 1893 (as amended).

Voting Requirement: Simple Majority

CARRIED/LOST:

10.2 EXECUTIVE MANAGER FINANCE & ADMINISTRATION REPORTS

10.2.1 Schedule of Accounts (ATTACHMENTS)

File Ref: FM.FI.4
Reporting Officer: Libby French, Manager Finance
Report Prepared: 24 October 2017

Body/Background:

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

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

Month	Cheques 2017/18	EFT 2017/18	Total Payments 2017/18
July	2,094.85	828,945.82	831,040.67
August	2,811.70	1,842,145.53	1,844,957.23
September	11,566.95	889,759.90	901,326.85
October			0
November			0
December			0
January			0
February			0
March			0
April			0
May			0
June			0
Total	16,473.50	3,560,851.25	3,577,324.75

Officer's Comment:

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

Statutory Environment:

Local Government (Financial Management) Regulations 1996.

Policy Implications:

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

Financial Implications:

Expenditure in accordance with the 2017/18 Annual Budget.

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

Development and Leadership

- Governance

Officer's Recommendation/Council Motion:

OC/17 That Council endorses the Schedule of Accounts as presented, being cheques 41963-41967 totalling \$11,566.95 and direct payments totalling \$889,759.90 authorised and paid in September 2017.

Voting Requirement: Simple Majority.

CARRIED/LOST:

10.2.2 Monthly Financial Reports
(ATTACHMENTS)

File Ref: FM.FI.4
Reporting Officer: Libby French, Manager Finance
Report Prepared: 24 October 2017

Body/Background:

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

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

Officer's Comment:

A variance report is included with the monthly financial statements.

Statutory Environment:

Local Government (Financial Management) Regulations 1996.

Policy Implications:

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

Financial Implications:

Monthly Statement of Financial Activity.

Strategic Implications:

Shire of Katanning Strategic Plan 2013 – 2023

Development and Leadership

- Governance

Officer's Recommendation/Council Motion:

OC/17 That Council adopts the Statement of Financial Activity for the month ending 31 August 2017, as presented.

Voting Requirement: Simple Majority.

CARRIED/LOST:

10.2.3 Katanning Arts and Craft Society Inc. - Request for Rates Reduction, 7 Dore Street Katanning

File Ref: A884
Reporting Officer: Libby French, Manager Finance
Date Report Prepared: 24 October 2017

Issue:

To consider a request from the Katanning Arts and Crafts Society Inc (KACSI) for a reduction in the rates for the property at 7 Dore Street, Katanning.

Body/Background:

The Katanning Arts and Crafts Society Inc is the freehold owner of the property located at the corner of Dore and Baker Streets being 7 Dore Street, Katanning.

KACSI has, up to 2015, paid the amount due on each year's rates assessment notice by the due date and thus have accessed relevant annual discount for prompt payment. In 2016 the group wrote to Council seeking a reduction in their rates. They advised at that time that, while in past years, members raised funds through the sale of art and craft items at an annual open day each November, difficulties associated with the aging of their membership saw the discontinuation of the open day. As a consequence, the financial capacity of KACSI was significantly reduced and the group approached Council seeking a rate reduction.

Council considered the matter at its meeting held on 27 September 2016 and determined the following:

OC113/16 That Council:

- 1) Acknowledges the valued contribution the activities of the Katanning Arts and Craft Society Inc makes to the social cohesion of the Katanning Community in particular for seniors;*
- 2) Declines the request from the Katanning Arts and Craft Society Inc to waive or provide an ongoing concession of the rates payable on the property at 7 Dore Street, Katanning (A884) in regard to the 2016/17 and future years;*
- 3) Provides a one-off donation of \$300.00 to the Katanning Arts and Craft Society Inc.*

KACSI has again contacted the Council requesting that it again considers making a similar donation to that in 2016.

Officer's Comment:

The collection of rates from rateable land is an integral part of the resourcing of Local Government activity for the benefit of the community. It is therefore important that all owners of rateable land do make a contribution through the payment of rates.

The *Local Government Act 1995 sec 6.47* provides Council the option to resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

Previously, it was Council's preference to make a donation rather than grant a concession or waive a rate amount. The provision of a donation prevents the creation of an unwanted precedent and does not imply any ongoing commitment.

Statutory Environment:

Section 6.47 of the Local Government Act states:

- *Subject to the rates and charges (rebates and deferments) act, a Local Government may, when imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

Policy Implications:

Nil.

Financial Implications:

The rates raised against assessment A884 for the 2017/18 rating year are \$968.33. Should Council determine to donate the requested \$300, the amount can be covered by the Councillor Donations provision in the 2017/18 budget.

Strategic Implications:

Any decision by Council to provide an exemption or ongoing waiving or concession on rates may create a precedent.

Officer's Recommendation:

OC/17

That Council:

- 1) Acknowledges the valued contribution the activities of the Katanning Arts and Craft Society Inc makes to the social cohesion of the Katanning Community in particular for seniors; and**
- 2) Makes a donation of \$300 to the Katanning Arts and Craft Society Inc for the 2017/18 financial year.**

Voting Requirement: Simple Majority

CARRIED/LOST

10.3 EXECUTIVE MANAGER, PROJECTS AND COMMUNITY BUILDING REPORTS**10.3.1 Strategic Community Plan**
(ATTACHMENT)

Reporting Officer: Denise Gallanagh-Wood & Community Development & Projects' Coordinator
File Ref: CM.PL.2.
Date Report Prepared: 25 October 2017

Issue:

For Council to receive the draft Strategic Community Plan and advertise it for public comment, prior to formal adoption.

Body/Background:

In accordance with the Local Government Act 1995, all Local Governments are required to plan for the future of their district. The Strategic Community Plan is Council's principal strategy and planning document that links community aspirations with the Council's vision and long term strategy. The Strategic Community Plan forms the basis of the Integrated Planning and Reporting Framework and provides the foundation to develop other strategic documents.

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

The Shire of Katanning has undertaken a major review of the Strategic Community Plan. A variety of public participation processes were undertaken and the outcomes of that process have informed the Draft Strategic Community Plan.

Officer's Comment:

Community engagement was central to the major strategic review process. A key purpose of the major strategic review was to reengage with the community to determine the Shire's vision, outcomes and priorities for the following ten year period.

The community vision, values, aspirations and priorities will inform the development of other strategic documents and plans, targeted strategies, resourcing requirements and the levels of service required to achieve the community vision.

To be successful in reaching the Integrated Planning and Reporting Advisory Standard, community engagement must involve at least 500 or 10% of community members (whichever is fewer) and be conducted through at least two documented mechanisms. The Shire utilized 6 mechanisms of engagement to consult with 1964 people. Demographic participation results were monitored and reviewed throughout the period, representation across all sectors of the community was successful.

It is proposed that the draft Strategic Community Plan will be advertised in the newspaper and on social media for public comment over a two week period. Copies of the draft

document will also be made available through the Shire's website, at the Library, Katanning Leisure Centre and Shire Administration. The community will be able to provide feedback through written submission.

Once the advertised public comment period has concluded, the Strategic Community Plan will be brought back to Council for adoption along with the revised Corporate Business Plan.

Statutory Environment:

The requirements for preparation, consideration, consultation and advertising of a Strategic Community Plan are detailed in the Local Government Act 1995.

Local Government Act 1995, section 5.56. Planning for the future

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

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

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

**Absolute majority required.*

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

Further guidance on the achievement of best practice standards is outlined within the Department of Local Government and Communities Integrated Planning and Reporting Framework and Advisory Standard.

Integrated Planning and Reporting Framework

The Integrated Planning and Reporting Framework addresses the requirements to plan for the future under Section 5.56 of the Local Government Act 1995, and provides the basis for improving the practice of strategic planning in Local Government. The Framework outlines the processes and activities to achieve an integrated strategic plan.

Under the framework, three major parties are involved in the development of an integrated plan:

- The Local Government Administration;
- The Council; and
- The Community.

A successful Integrated Planning and Reporting process delivers the following outcomes:

- A Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy;
- A Corporate Business Plan that integrates resourcing plans and specific Council plans with the Strategic Community Plan; and
- A clearly stated vision for the future viability of the Local Government area.

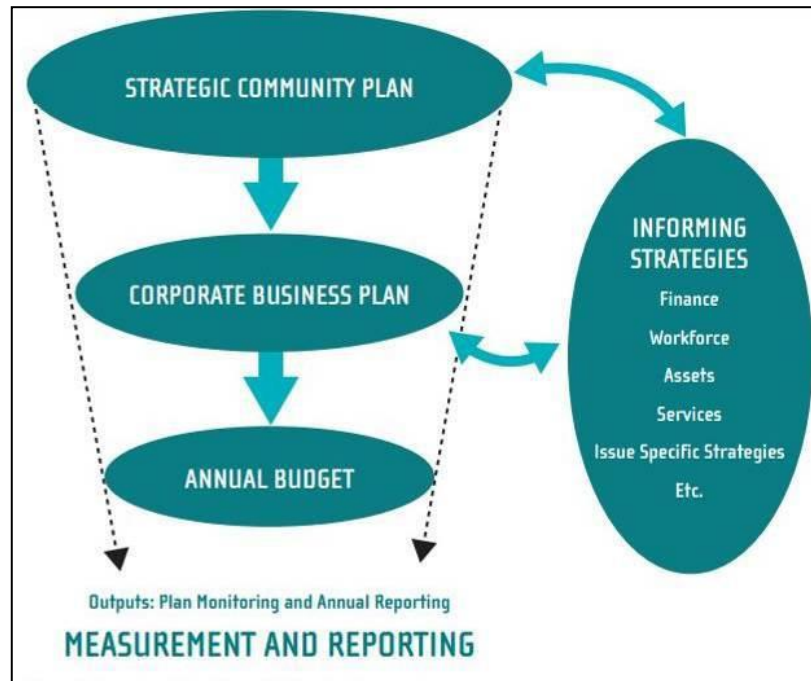


Figure1: Integrated Planning and Reporting Process

Integrated Planning and Reporting Advisory Standard

The Integrated Planning and Reporting Advisory Standard complements the legislative requirements required to for plan for the future.

The Advisory Standard outlines 'Achieving', 'Intermediate' and 'Advanced' standards of Integrated Planning and Reporting performance.

Element	Regulatory requirements	Standards
Strategic Community Plan	<p>A Strategic Community Plan:</p> <ul style="list-style-type: none"> i. Is for a minimum 10-year timeframe. ii. States community vision, aspirations, and objectives. iii. Was developed or modified through engagement with the 	<p>Standard is NOT met:</p> <p>If a Council has not adopted a Strategic Community Plan that meets all of the regulatory requirements.</p>
Achieving Standard:	<p>Achieving Standard is met when: community, (and this is documented.)</p> <ul style="list-style-type: none"> iv. Has regard to current and future resource capacity, demographic trends and strategic performance measurement. v. Is adopted, or modifications to it are adopted, by an absolute majority of council. vi. is subject to a full review scheduled for 4 years from when it is adopted. 	<ul style="list-style-type: none"> • A Council has adopted a Strategic Community Plan that meets all of the regulatory requirements¹ • The local government has a community engagement policy or strategy • Community engagement² involves at least 500 or 10% of community members, whichever is fewer, and is conducted by at least 2 documented mechanisms • A Strategic Review is undertaken every two years, alternating between a Minor Strategic Review and a Major Strategic Review
Intermediate Standard:		<p>Intermediate Standard is met when:</p> <ul style="list-style-type: none"> • The Strategic Community Plan connects most of the activities and services that are delivered by the local government with the community's vision, aspirations and objectives • The Strategic Community Plan takes into account a range of relevant external factors, including relevant plans of State and Commonwealth agencies • Community engagement involves more than the minimum number of community members as provided for in the Achieving Standard, is inclusive and uses more than the minimum number of documented mechanisms that apply in the Achieving Standard
Advanced Standard:		<p>Advanced Standard is met when:</p> <ul style="list-style-type: none"> • The Strategic Community Plan meets Achieving and Intermediate standards • The Strategic Community Plan connects all of the activities and services that are delivered by the local government with the community's vision, aspirations and objectives • The Strategic Community Plan demonstrates effectiveness in achieving community objectives

Policy Implications:

Nil.

Financial Implications:

Advertising costs for local public notice approx \$400.

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

Development and Leadership

- Governance

Officer's Recommendation/Council Motion:

**OC/17 That Council receives the draft Strategic Community Plan – Katanning 2027
and advertises the plan for public comment.**

Voting Requirement: Simple Majority

CARRIED/LOST:

10.4 EXECUTIVE MANAGER, PROPERTY & ASSETS REPORTS

10.4.1 Austral Terrace Landscape Concept Design (ATTACHMENT)

File Ref: CP.DE.15
Reporting Officer: Andrus Budrikis, Executive Manager, Property & Assets
Date Report Prepared: 24 October 2017

Issue:

- To endorse the Austral Terrace Concept Design Report (Clive St to Albion St) prepared by REALM Studios, October 2017 Revision B for Stage 1 & 2
- To endorse the removal of the power lines from Austral Terrace from the Dome Hotel to Albion St

Body/Background:

As part of the concept design for the New Administration Building a feasibility report was commissioned from Western Power (SF-010289 26/04/2017) for a new power supply to the building as well as options in regard to removing the power lines from Austral Terrace (see attached). The third option proposed by Western Power to remove 6 power poles from Austral Terrace to Albion St was estimated to cost \$117,000 +/- 30%. The New Administration Building cost estimates by quantity surveyors RBB indicated that the building was running over budget at the schematic design stage. Options to remove power lines from Austral Terrace were removed from the scope of works pending further funding being obtained.

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

In preparing the concept plans REALM Studios consulted with the Managing Director of Dome Coffees, Nigel Oakey, as well as senior staff. The initial concept design was reviewed by Councillors at a workshop on 21/9/2017. The Executive Manager of Property & Assets further met with Nigel Oakey on 6/10/2017 to review the landscape proposals and clarify issues around fire services for the Dome Hotel. REALM Studios revised the concept plan and have issued Revision B for approval.

At the Special Council Meeting of 29/8/2017 Council approved the Annual Budget which included the funding for the New Administration Building comprising a \$3.5m loan and funds from the Lands and Building Reserve. The drawdown from the Lands and Buildings Reserve is spread over two financial years. In total the project funding is as follows:

New Administration Building Funding	(exc GST)
<i>Supertown interest</i>	\$ 450,000.00
<i>Lands and Building Reserve</i>	\$ 2,241,329.00
<i>External Loan</i>	\$ 3,500,000.00
<i>Total Project Expenditure</i>	\$ 6,191,329.00

The revised project budget at the pre-tender stage was (exc GST):

Details	Budget Pre Tender Rev 00
CONSULTANT FEES	\$ 400,000
CONSTRUCTION COSTS	\$ 4,747,000
SERVICES HEAD WORKS	\$ 108,000
LOOSE FURNITURE	\$ 350,000
LANDSCAPE	\$ -
CONTINGENCIES	\$ 100,000
Project Sub-Total	\$ 5,705,000
PROJECT MANAGEMENT	\$ 50,000
ADMIN ALLOCATION	\$ 120,000
RELOCATION COSTS	\$ 50,000
POWER LINES/ E/O LANDSCAPE	\$ 250,000.00
Current Project Total	\$ 6,175,000

At the Special Council Meeting of 12/10/2017 Council accepted the tender from FIRM Construction to construct the New Administration & Civic Building for \$4,597,855 + GST. The tender sum was under budget.

The pre-tender estimate included a provision of \$250,000 for further landscape works on Austral Terrace including removing the over-head power lines.

At the Ordinary Council Meeting on 26/9/2017 Council approved the revised budget for the Katanning Supertown Heritage Centre Project (A Housing and Community Development Project for Community Growth) with a reduction of \$3m to return to the State Government. The revised project budget (Revision F 22/8/2017) includes provisions of \$320,000 for landscape around the Dome Hotel and a further \$60,000 for paving to Austral Terrace (South) and \$62,500 for lighting to Austral Terrace South.

Officer's Comment:

Following the conclusion of the tender for the New Administration Building and revision of the KSHCP budget the funds are available to both remove the power lines from Austral Terrace and complete the Austral Terrace landscape works Stages 1 & 2.

The Managing Director of Dome Coffees, Nigel Oakey, is supportive of the proposed landscape plan although he does wish to see what the paving selection will be. Nigel Oakey is hoping the landscape works around the Dome Hotel (only) will be completed by the Shire of Katanning by the middle of December 2017. The Shire is still waiting on advice from Dome Coffees as to the extent of fire services upgrade they will be undertaking in this area and the timing of this works as it impacts any landscape works around the Dome Hotel.

The proposed budgets include provision for pavers such as the Urbanstone engineered concrete pavers. Selection of a cheaper concrete paver could save up to \$70,000. The paving selection is still to be made.

At an Administration Building PAG meeting it was noted that the location of the power poles on Austral Terrace had historical significance as Katanning was the first town with an electrical power distribution system. It was agreed that this fact should be acknowledged by including

specific plaques or purpose made commemorative pavers at the current location of the power poles when they are removed.

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

The estimated project costs for the Austral Terrace landscape –

Stage 1: Emu Lane to end of Dome Hotel is \$360,605 + GST

Stage 2: Remainder Austral Terrace to Albion St, \$219,824 + GST

Removal of power lines to Austral Terrace – Dome Hotel to Albion Street (6 poles) (Western Power: \$117,000

The combined total estimated cost is \$697,429 + GST.

The available project funds are:

New Administration Building project: \$250,000 + GST

KSHCP budget total of: \$442,500.

The total budget available is \$692,000 + GST. The KSHCP budget includes a \$122k contingency for the Cultural Precinct Austral Terrace component.

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

Facilities and Services

- Facilities Development

Officer's Recommendation/Council Motion:

OC/17

That Council

- 1) Endorses the Austral Terrace Concept Plans Stage 1 & 2 Revision B, October 2017 by REALM Studio, pending selection of suitable pavers.
- 2) Endorses the removal of the overhead powerlines along Austral Terrace from the Dome Hotel to Albion St as per the Western Power Feasibility Study SF-010289 Option 3.
- 3) That suitable commemorative plaques or pavers be placed in the locations of the removed power poles as part of the paving scheme.

Voting Requirement: Simple Majority

CARRIED/LOST:

10.4.2 KSHCP – A Housing and Community Development Project For Community Growth Master Plan
(ATTACHMENT)

File Ref: CP.DE.13

Reporting Officer: Andrus Budrikis, Executive Manager, Property & Assets

Date Report Prepared: 26/10/2017

Issue:

To approve the Master Plan for the KSHCP – A Housing and Community Development Project for Community Growth prepared by Hames Sharley including the Welcome Precinct Preferred Option (*KSHCP – Housing & Tourism Masterplan October 2017*) (attached)

Body/Background:

Town Planning consultants Hames Sharley have been commissioned by the Shire of Katanning to undertake a series of consultation workshops and produce a Master Plan for the *KSHCP - A Housing and Community Development Project for Community Growth*. The scope and brief for this work was developed by Gerald Healy & Associates, and the Executive Manager of Property & Assets, in consultation with the Project Control Group (PCG). This followed a workshop conducted by Gerald Healy with Councillors in January 2017. At this workshop Councillors agreed that the scope of the Master Plan should look at opportunities along Austral Terrace as well as the Welcome Precinct and Piesse Lake Precinct.

Council adopted the terms of reference for the Katanning SuperTowns Heritage Centre Project Advisory Group (PAG) at the 28/2/2017 Ordinary Council Meeting.

The time frame to complete the Master Plan was set at 30 June 2017 by the Shire of Katanning.

Hames Sharley conducted a series of workshops and consultation sessions including:

1. 26/4/2017: PCG Introductory Workshop
2. 27/4/2017: PAG Workshop
3. 9/5/2017: Council Workshop
4. 26/5/2017: Focus Groups (4 x Workshops)
5. 27/5/2017: Drop-in (Daily Grind) and Focus Group #5 Workshop
6. 8/6/2017: Community Presentation and Workshop
7. 9/6/2017: PCG
8. 9/6/2017: PAG Workshop
9. 27/6/2017: PCG/ PAG and Council Workshop (Presentation of draft Master Plan) (3 sessions)

The Master Plan covers the following precincts:

- a) Welcome Precinct
- b) Austral Terrace Precinct
- c) Piesse Lake Precinct

Officer's Comment:

This Master Plan was presented to the PAG and then Council on 27/6/2017 at two separate workshops.

Following the change of the State Government the new Minister for Primary Industries and Regional Development requested that the Shire of Katanning review the project budget with a view to returning \$3m in funds to the State.

A review of the budget was undertaken and Council approved the revised budget at the OC 26/9/2017.

Further consultation and exploration by Council members of the Welcome Precinct and All Ages Playground lead to the production of two options for the Welcome Precinct. Both these options were variants on one of the strategies developed during the work shop phase of the master plan process.

The Master Plan, with the two Welcome Precinct Options A & B, was presented to Council at the Council Forum held on 12/9/2017. The Masterplan with the two options was presented for adoption to Council at the OC 26/9/2017. Council resolved that:

OC134/17 That Council holds a public meeting to seek the views of the community on the Hames Sharley Masterplan for the Welcome Precinct, Austral Terrace Precinct and Piesse Lake Precinct including Welcome Precinct Options A & B.

A public meeting was held on Monday 16/10/2017 in the Town Hall. The meeting was widely publicised and well attended by approximately 80 people. Following the meeting Hames Sharley re-drafted the Welcome Precinct plan based on Option A. This preferred option is now included in the Master Plan document attached for adoption (*KSHCP – Housing & Tourism Masterplan October 2017*).

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

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

Strategic Implications:

Shire of Katanning Strategic Plan 2013 – 2023

Facilities & Service

– *Facilities Development*

Officer's Recommendation/Council Motion:

OC/17 That Council Approves the Masterplan produced by Hames Sharley for the Welcome Precinct, Austral Terrace and Piesse Lake Precincts titled "KSHCP Housing & Tourism Masterplan October 2017".

Voting Requirement: Simple Majority

CARRIED/LOST:

10.5 CHIEF EXECUTIVE OFFICER'S REPORTS**10.5.1 Old Katanning Hotel – License to Occupy**
(ATTACHMENT)

File Ref: CP.DE.8
Reporting Officer: Julian Murphy, Chief Executive Officer
Date Report Prepared: 25 October 2017

Issue:

To consider the proposal for the Katanning and Districts Family and Community Association (KDFaCA) to occupy office facilities at the Old Katanning Hotel.

Body/Background:

The Shire of Katanning has refurbished the Old Katanning Hotel in Austral Terrace, as part of plans for the site to be used as offices to promote business and economic development in Katanning.

The two story building has office/retail spaces on the ground floor with common areas including a kitchen and toilet facilities. The first floor is similar to the ground floor and is suitable for use as offices. The building is listed on the Shire of Katanning Municipal Inventory of heritage places.

The adjoining site is also owned by the Shire and is set aside for the development of a new administration and civic building for the Shire of Katanning.

The Katanning Regional Business Association (KRBA) currently leases the reception/office space from Council to accommodate their office and business development officer.

The Katanning and Districts Family and Community Association is seeking to occupy the remaining two ground floor office spaces to deliver Community Resource Centre (CRC) services from the building.

Community Resource Centres are contracted by the Department of Primary Industries and Regional Development (DPIRD) to provide access to government and community services and information, and undertake community, business and economic development activities.

Officer's Comment:

The Katanning and Districts Family and Community Association will complement the Katanning Regional Business Association as tenants in the building as they are both focused on delivery business and economic development initiatives for the community.

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil.

Financial Implications:

Income from rental of office space at the Old Katanning Hotel

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

- Economic Development

Officer's Recommendation/Council Motion:**OC/17****That Council:**

- 1) **Agrees to lease the untenanted office space on the ground floor of the Old Katanning Hotel to the Katanning and Districts Family and Community Association; and**
- 2) **Authorises the Chief Executive Officer to negotiate a License to Occupy with the Katanning and Districts Family and Community Association for the next two years.**

Voting Requirement: Simple Majority**CARRIED/LOST:**

10.5.2 Council 2018 Meeting Dates
(ATTACHMENT)

File Ref: GV.CM.1
Reporting Officer: Julian Murphy, Chief Executive Officer
Date Report Prepared: 26 October 2017

Issue:

To confirm the dates for Ordinary Council Meetings for the 2018 calendar year.

Body/Background:

At its Ordinary Meeting held on 28 October 2015 Council resolved to hold ordinary meetings on the fourth Tuesday of each month except January. Council is required to give notice of its meeting dates at least once each year.

Officer's Comment:

The Council meeting ordinarily scheduled for the fourth Tuesday in December 2018 will clash with Christmas. It is recommended that Council holds its meeting in December a week earlier to avoid the conflict with the public holiday period.

The following meeting dates are proposed for the coming year:

Tuesday	27 February 2018
Tuesday	27 March 2018
Tuesday	24 April 2018
Tuesday	22 May 2018
Tuesday	26 June 2018
Tuesday	24 July 2018
Tuesday	28 August 2018
Tuesday	25 September 2018
Tuesday	23 October 2018
Tuesday	27 November 2018
Tuesday	18 December 2018 (instead of Tuesday 25 December)

Statutory Environment:

Local Government Act 1995, section 5.3(2) Ordinary and special council meetings - Ordinary meetings are to be held not more than 3 months apart.

Local Government (Administration) Regulations, Regulation 12(1) Meetings, public notice of -
At least once each year a local government is to give local public notice of the dates on which and the time and place at which the ordinary council meetings.

Policy Implications:

There are no policy implications in relation to this matter.

Financial Implications:

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

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

Development and Leadership

- Governance

Officer's Recommendation/Council Motion:**OC/17 That Council:**

- 1) Holds Ordinary Meetings of Council commencing at 6.00pm in the Council Chambers, Austral Terrace, Katanning on the following dates for the coming year:

Tuesday 27 February 2018

Tuesday 27 March 2018

Tuesday 24 April 2018

Tuesday 22 May 2018

Tuesday 26 June 2018

Tuesday 24 July 2018

Tuesday 28 August 2018

Tuesday 25 September 2018

Tuesday 23 October 2018

Tuesday 27 November 2018

Tuesday 18 December 2018

- 2) Gives public notice of the Ordinary Meeting dates, time and place in accordance with Local Government (Administration) Regulations.

Voting Requirement: Simple Majority

CARRIED/LOST:

10.6 ADVISORY COMMITTEE MEETING**11. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING****13. CONFIDENTIAL ITEM****14. CLOSURE OF MEETING**

The Presiding Member declared the meeting closed at ____ pm