



Shire of
Katanning
Heart of the Great Southern

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

**MINUTES OF A
ORDINARY COUNCIL MEETING**

Dear Council Member

Minutes of the Ordinary Council Meeting of the Shire of Katanning held on
Wednesday 26 April 2017, in the Shire of Katanning Council Chambers,
14 Austral Terrace, Katanning, commencing at 6:00pm.

DISCLAIMER

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

PRESIDING MEMBER _____

DATE SIGNED _____



Table of Contents

| Item No. | Item Heading | Page No. |
|-------------|--|-----------|
| 1 | Declaration of Opening/Announcement of Visitors | 3 |
| 2 | Record of Attendance | 3 |
| 3 | Response to Previous Public Questions Taken on Notice | 4 |
| 4 | Disclosure of Financial/Impartiality Interest | 4 |
| 5 | Public Question/Statement Time | 4 |
| 6 | Applications for Leave of Absence | 4 |
| 7 | Petitions/Deputations/Presentations | 4 |
| 8 | Confirmation of Minutes of Previous Meetings | 4 |
| 8.1 | Ordinary Council Meeting – Tuesday 28 March 2017 | 4 |
| 9 | Announcements by Presiding Member Without Discussion | 4 |
| 10 | Reports of Committees and Officers | 5 |
| 10.1 | Director Engineering & Development Services Reports | 5 |
| 10.1.1 | Nominations for Southern Joint Development Assessment Panel | 5 |
| 10.1.2 | Former Saleyards - Disposal | 7 |
| 10.1.3 | Subdivision Referral – Amalgamation of Lots 520 and 5217 (76) Dore Street, Katanning | 10 |
| 10.1.4 | Application for Development Approval – Service Station Canopy Lots 520 and 521 (76) Dore Street, Katanning | 13 |
| 10.1.5 | Subdivision Referral – Boundary Adjustment Lot 2, Lot 6992, Marracoonda Road South, Carrolup, Katanning, Lot 202 and Esmond Road, Westwood, Woodanilling | 20 |
| 10.1.6 | Lot 14 Katanning, Request To Camp On Land | 27 |
| 10.2 | Director of Corporate Services' Reports | 29 |
| 10.2.1 | Monthly Financial Reports | 29 |
| 10.2.2 | Schedule of Accounts | 30 |
| 10.2.3 | 2016/17 Budget Review | 31 |
| 10.3 | Executive Manager, Projects and Community Building | 33 |
| 10.3.1 | Strategic Community Plan | 33 |
| 10.4 | Executive Manager, Property & Assets Reports | 40 |
| 10.5 | Deputy Chief Executive Officer Reports | 41 |
| 10.6 | Chief Executive Officer's Reports | 42 |
| 10.6.1 | Town Hall License Agreement – Katanning World of Multicultural Music | 42 |
| 10.7 | Advisory Committee Meeting Minutes | 44 |
| 11 | Elected Members Motions | 44 |
| 12 | New Business of an Urgent Nature | 44 |
| 13 | Confidential Item | 44 |
| 14 | Closure of Meeting | 44 |

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS

The Presiding Member declared the meeting open at 6pm.

2. RECORD OF ATTENDANCE**PRESENT**

Presiding Member: Cr Liz Guidera - President

Members: Cr Craig McKinley - Deputy President
Cr Danny McGrath
Cr Richard Kowald
Cr Serena Sandwell
Cr Martin Van Koldenhoven
Cr Owen Boxall
Cr John Goodheart

Council Officers: Julian Murphy, Chief Executive Officer
Andrew Holden, Deputy Chief Executive Officer
Sam Davis, Executive Manager, Projects and Community Building
Andrus Budrikis, Executive Manager Property & Assets
Libby French, Manager Finance
Delma Baesjou, Consultant Planner
Taryn Human, Governance Executive Officer

Gallery: Matt Collis
Jan Batchelor
Chrissy Kerin

Media:

Apologies: Cr Alep Mydie
Uwe Striepe, Director Engineering & Development Services

Leave of Absence:

3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

| | | |
|--------|--------------------|----------------------------------|
| 10.1.3 | Cr Serena Sandwell | Disclosure of Financial Interest |
| 10.1.4 | Cr Serena Sandwell | Disclosure of Financial Interest |

5. PUBLIC QUESTION/STATEMENT TIME

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. PETITIONS/DEPUTATIONS/PRESENTATIONS

Jan Batchelor from A Smart Start thanked Council for the opportunity to provide an update on where A Smart Start is currently at. Jan Batchelor and Chrissy Kerin gave an overview of the A Smart Start program and what their objective was. They thanked the Shire for their annual contribution and advised that they will be looking for ongoing funding based on a per child basis rather than a lump sum contribution.

Liz Guidera, President agreed that the first 5 years of a child's life was very important and asked Jan to contact her for some Governance opportunities with the Early Childhood Hub currently being built.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**8.1 Ordinary Council Meeting – 28 March 2017**
(SEE ATTACHED MINUTES)

MOVED: CR CRAIG MCKINLEY

SECONDED: CR DANNY MCGRATH

OC33/17 That the minutes of the Ordinary Council Meeting held on Tuesday 28 March 2017, as amended, be confirmed as a true record of proceedings.

Voting Requirement: Simple Majority

CARRIED: 8/0

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The President thanked the organisers and everyone that attended the Anzac Day Dawn Service and was pleased to see the amount of community members that attended.

10. REPORTS OF COMMITTEES AND OFFICERS**10.1 DIRECTOR ENGINEERING & DEVELOPMENT SERVICES REPORTS****10.1.1 Nominations for Southern Joint Development Assessment Panel**

File Ref: GR.SR.1
Reporting Officer: Delma Baesjou, Consultant Planner
Date Report Prepared: 10 April 2017

Issue:

To consider nominations for membership on the Joint Development Assessment Panel (JDAP).

Body/Background:

In accordance with the Planning and Development (Development Assessment Panels) Regulations 2011, the Shire of Katanning is invited to nominate four (4) elected members, to represent the Shire on the Southern Joint Development Assessment Panel.

The JDAPs determine development applications submitted under local planning schemes. The Panels are an independent decision-making body comprising three (3) technical experts and two (2) elected local government representatives. These panels JDAPs consider all development applications that exceed \$10 million, and those proposals exceeding \$2 million if applicants have chosen to “opt-in”.

The Development Assessment Panels (DAPs) planning approval system was introduced in July 2011 with the intention of creating a more streamlined planning approval process. DAPs were also established with the intention of providing a better balance between independent professional advice and Local Government representation through the involvement of independent technical experts in the determination of significant development proposals. It has been reviewed twice since then, taking account of feedback from local government, stakeholder and the recommendations from the 2015 State Parliamentary inquiry. The criterion for a planning assessment by DAPs was amended at the beginning of 2015-16, with a lowering of the ‘opt in’ eligibility threshold to \$2m.

Officer’s Comment:

Current members are Cr Owen Boxall, Cr Craig McKinley and Cr Danny McGrath. The appointments expire on 27 April 2017. Nominations are required to be received by 28 April 2017, and may be submitted on-line. Existing members are eligible for re-nomination.

It is appropriate and judicious for the Shire to nominate up to four (4) members for Southern JDAP.

Alternatively, elected members may:

1. Reserve the right not to nominate to JDAP at this time;

2. Reserve the right to nominate at a later date should a vacancy be available; or
3. Nominate for membership at a future date, should a vacancy become available.

Statutory Environment:

The Planning and Development (Development Assessment Panels) Regulations 2011.

The Regulations require that Council nominate two representative members and two alternate members.

Appointment to sit on the JDAP requires an Absolute Majority decision by Council.

Policy Implications:

Nil.

Financial Implications:

Members are entitled to be paid for meetings and training.

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

Development and Leadership

- Governance

Officer's Recommendation/Council Motion:

MOVED: CR CRAIG MCKINLEY

SECONDED: CR OWEN BOXALL

OC34/17 That Council:

Nominate the following elected members to represent the Shire of Katanning on the Joint Development Assessment Panel:

- 1. Councillor Craig McKinley**
- 2. Councillor Owen Boxall**
- 3. (Alternate) Councillor Danny McGrath**
- 4. (Alternate) Councillor John Goodheart**

Voting Requirement: Absolute Majority

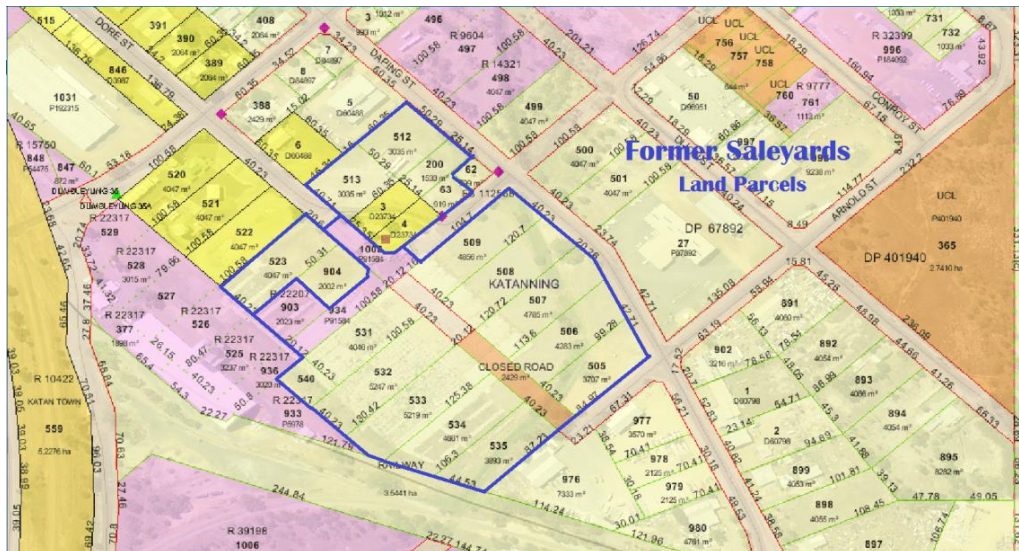
CARRIED BY AN ABSOLUTE MAJORITY: 8/0

10.1.2 Former Saleyards - Disposal

File Ref: A2275, A2327 & A3540
Reporting Officer: Delma Baesjou, Consultant Planner
Date Report Prepared: 6 April 2017

Issue:

To determine the proposed disposal of Lot 512 at the Former Saleyards, Dore and Daping Streets, Katanning.



Body/Background:

On 13 February 2017 the Shire of Katanning received an offer of \$30,000 from the owners of Lot 5 Daping Street for the purchase of Lot 512 Daping Street. A copy of the offer is Attachment A.

An independent valuation has been obtained for Lot 512. The Market Value of the property was assessed at \$20,000 on 18 January 2017.

A report on this matter was considered by the Council at its meeting held 28 February 2017. Item 10.1.3 OC6/17 refers. It was resolved:

That Council:

- 1. Gives local public notice, pursuant to Section 3.58 of the Local Government Act 1995, inviting submissions on the proposed disposition of Lot 512 Daping Street, Katanning; and*
- 2. At the conclusion of advertising a further report be prepared for consideration by the Council.*

Notice of the proposed disposal of Lot 512 was published in the Great Southern Herald on Thursday 16 March and on the Shire of Katanning Web site. The advertising period closed on Friday 31 March 2017. No submissions or objections were received.

Officer's Comment:

Lot 512 is relatively unconstrained and serviced by/can be readily connected to power, sewer and water. It has frontage to a constructed public road. An existing open drain traverses portion of the subject land. Through mutual agreement of the parties, it is proposed to install a new stormwater pipe along the common boundary of Lots 5 and 51, and to establish a drainage easement in favour of the Shire of Katanning.

Lot 512 is on a multi-lot Title (volume 1308/Folio 676) and is the subject of Memorial K761385 ML – Contaminated Sites Act, Registered 4 November 2008. [Refer Attachment B]

The offer of \$30,000 for Lot 512 is considered to be fair.

The expressions of interest in Lots 513, 89 and 200 Daping Street are acknowledged, however consideration of their disposal is regarded as premature, pending a decision on the future of the 'Old Saleyards Office' building and the dedication or relocation of sections of Dore Street.

Statutory Environment:

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

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

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

Policy Implications:

There are no policy implications for this report.

Financial Implications:

There is no specific Fee for land transactions in the Shire's current Schedule of Fees.

Administrative, advertising and legal costs will be incurred by the Shire.

Proceeds for the sale will go directly to the Shire of Katanning.

Strategic Implications:***Shire of Katanning Strategic Plan 2013 – 2023 and Corporate Business Plan 2013-2018***

Development & Leadership - Governance:

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

Projects:

- Old Saleyards site - LIA [CBP Ref P6.5.28]

Officer's Recommendation/Council Motion:

MOVED: CR OWEN BOXALL

SECONDED: CR SERENA SANDWELL

OC35/17 That Council:

- 1) **Accepts the offer of \$30,000 from Gregory Webb as Trustee for the Herman Trust for Lot 512 Daping Street, Katanning, subject to:**
 - a. **Installation of a new stormwater drainage infrastructure, designed and constructed to the satisfaction of the Director Engineering and Development Services, aligned to the north-western boundary of Lot 512, in lieu of the existing open drain.**
 - b. **Establishment of a drainage easement, in favour of the Shire of Katanning.**
 - c. **All statutory and administrative fees associated with the land transfer being met by the applicant.**
- 2) **Authorises the President and Chief Executive Officer to complete all relevant documentation, sign and affix the common seal on behalf of the Council.**

Voting Requirement: Simple Majority

CARRIED: 8/0

Cr Owen Boxall spoke for the motion.

Cr Serena Sandwell declared a financial interest in Items 10.1.3 and 10.1.4 and left the room at 6:22pm.

10.1.3 Subdivision Referral – Amalgamation of Lots 520 and 521 (76) Dore Street, Katanning

File Ref: A2878. C/17/668. WAPC Sub Ref: 155013
Reporting Officer: Delma Baesjou, Consultant Planner
Date Report Prepared: 10 April 2017

Issue:

To consider an application for Amalgamation (Subdivision) involving Lots 520 and 521 (76) Dore Street, Katanning.

Body/Background:

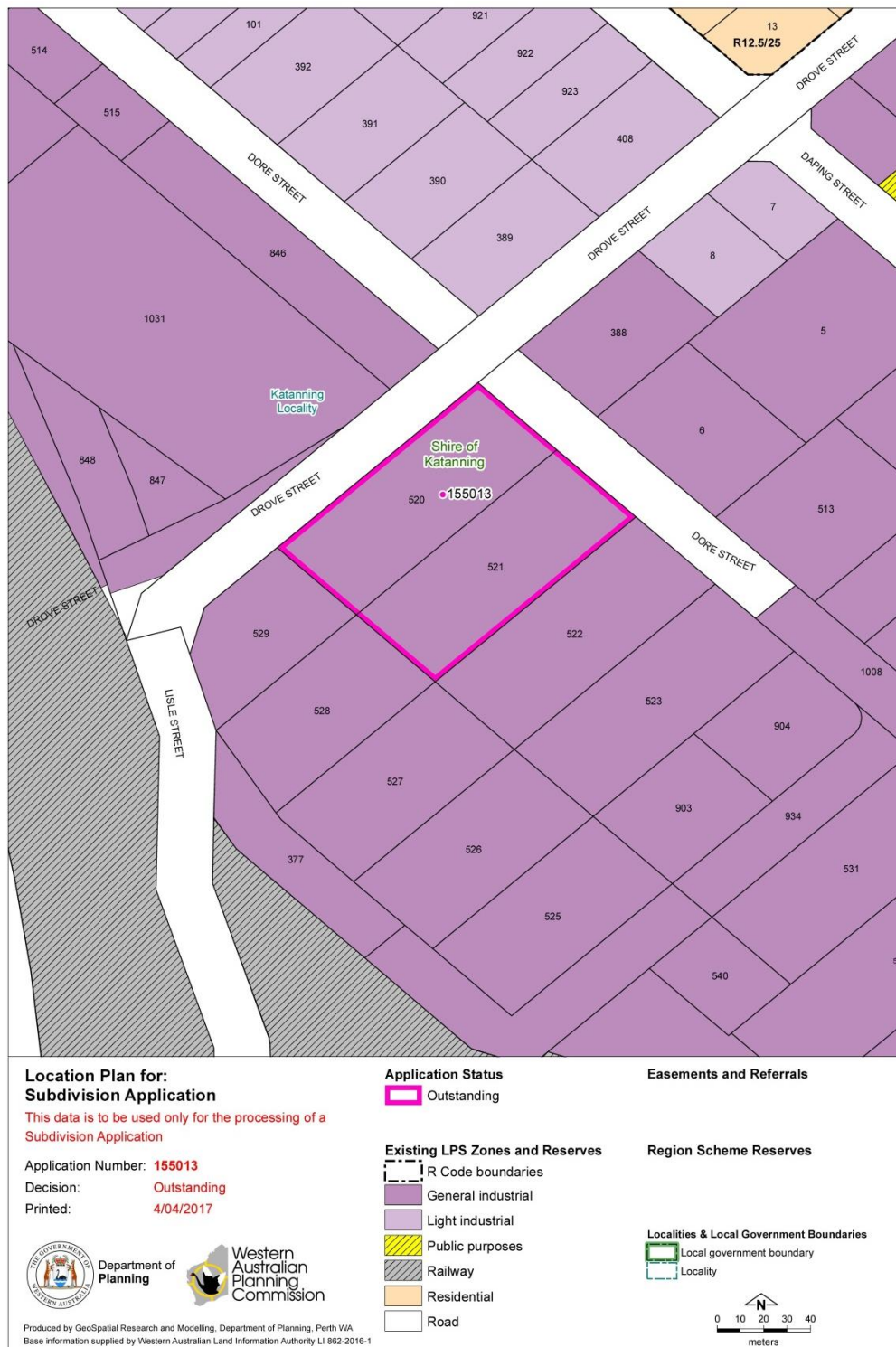
An application for Amalgamation has been referred to the Shire by the Western Australian Planning Commission. The Application was prepared by 35 Degrees South on behalf of Paceview Pty Ltd (Director Allan George McWhirter and Fay McWhirter Director/Secretary). The documentation was received on 5 April 2017.

It is proposed to Amalgamate two 4047m² lots and create a single 8094m² parcel.



Officer's Comment:

Lots 520 and 521 are both zoned 'General Industrial' under the Shire of Katanning Town Planning Scheme No. 4 (TPS4).



The land is shown in Draft Local Planning Scheme No. 5 (LPS5) as 'General Industry'.

The site is developed and used for the purpose of Fuel Depot and Service Station. The storage tanks, distribution pipes, bowzers and some of the access/manoeuvring areas extend across the internal/common lot boundary. The proposed Amalgamation will rectify this anomaly.

In correspondence dated 1 February 2012 from the then Department of Environment and Conservation, the Shire of Katanning received Notification that the subject land was classified as a 'Possibly contaminated' site, due to its operation as a fuel depot. It is noted that the Titles to both lots contain Memorial L865912 – Contaminated Sites Act 2003, registered 24/2/2012.

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

Statutory Environment:

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Katanning Town Planning Scheme No. 4

Draft Local Planning Scheme No. 5

Policy Implications:

Nil.

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

Financial Implications:

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

Strategic Implications:

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

Environment & Land Use – Land Use Development:

- Flexible Land Use Planning – Facilitate Development and Encourage progressive consolidation and Redevelopment [CBP Ref. P8.5.2 and O8.5.1]

Economic Development

- Identify and compile sufficient land to accommodate new services and business opportunities [S6.5.6 O6.5.3]

Development & Leadership - Governance:

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

Officer's Recommendation/Council Motion:

MOVED: CR CRAIG MCKINLEY

SECONDED: CR DANNY MCGRATH

OC36/17 That Council:

Advises the Western Australian Planning Commission the Shire of Katanning supports to proposal to amalgamate Lots 520 and 521 Dore Street, Katanning (WAPC file ref: 155013, date stamped 04 April 2017), subject to the northern corner of the proposed lot being appropriately truncated and ceded, without cost or compensation by the Shire.

Voting Requirement: Simple Majority

CARRIED: 7/0

10.1.4 Application for Development Approval – Service Station Canopy Lots 520 and 521 (76) Dore Street, Katanning

File Ref: A2878. PA/17/11383.
Reporting Officer: Delma Baesjou, Consultant Planner
Date Report Prepared: 5 April 2017

Issue:

To consider an application for Development Approval for a canopy addition to the Service Station and Fuel Depot at Lots 520 and 521 (76) Dore Street, Katanning.

The proposed curved roof structure is 16m by 16m and 6m high. It is to be located at the front of the site and will provide weather protection for the existing re-fueling area and associated hardstand.



The Development Application Plans are Attachment A

Body/Background:

Lot 520 is 4047m² and has frontage to both Drove Street and Dore Street.
Lot 521 is 4047m² and has frontage to Dore Street.

The existing development extends across both Lots. The proposed canopy straddles the common boundary of Lots 520 and 521.

An application for Amalgamation (subdivision reference: 155013) has been lodged with the Western Australian Planning Commission and referred to the Shire of Katanning and relevant agencies for comment. It is the subject of a separate report.

Lots 520 and 521 are zoned 'General Industrial' under the Shire of Katanning Town Planning Scheme No. 4 (TPS4). Service Station is listed in the Zoning Table as 'AA' (Discretionary) and Fuel Depot is 'P' (Permitted) within this zone.

The subject land is designated as General Industry under draft Local Planning Scheme No. 5 (LPS5).

Officer's Comment:

The proposed structure is typical of contemporary upgrades and refurbishments to provide weather protection at fuel outlets.

The land use definitions contained in TPS4 are similar in intent to the following terms set out in draft LPS5:

fuel depot means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used —

- (a) as a service station; or
- (b) for the sale of fuel by retail into a vehicle for use by the vehicle

service station means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for —

- (a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or
- (b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles;

The Development and Site Requirements for the General Industrial zone are set out in Clause 6.6 of TPS4, and Table 3 of LPS5.

The following minimum building setbacks apply:

- Front : 20m
- Rear : 20m
- Side : 15m (on one side)

The proposed canopy is 38m from the Drove Street boundary/frontage, 26m from south eastern/side boundary and in excess of 80m from the rear boundary, but is to be built with a nil setback to the Dore Street boundary/secondary frontage. A setback relaxation is sought.

The application was assessed, based on the requirements set out in TPS4 and the twenty eight (28) matters listed in Clause 67, Part 9 Schedule 2 of Planning and Development (Local Planning Schemes) Regulations 2015. The following Table lists nine (9) selected matters relevant to this application together with planning comments.

| Matter | Relevance | Comment |
|--|-----------|---|
| (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area | Yes | The proposed Canopy falls within the scope of "Service Station" and "Fuel Depot" which are "AA" (Discretionary) and "P" (Permitted) uses respectively. The DA is consistent with the objectives and intent of the zone and TPS4. |
| (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving | Yes | Under draft Local Planning Scheme 5 "Service Station" is "A" (Discretionary, subject to Advertising) and "Fuel Depot" is "D" (Discretionary). |
| (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development | Yes | Notwithstanding the nil setback on the secondary frontage, relative to other structures in the vicinity and the nature of the uses in the locality, it is considered the appearance, size and bulk will not have significant negative impact on adjoining land. |
| (n) the amenity of the locality including the following: (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development; | Yes | Development may impact on amenity however this is considered acceptable, given the setting, function and purpose of the zone. |
| (r) the suitability of the land for the development taking into account the possible risk to human health or safety; | Yes | Storage of dangerous/flammable goods has implications for human health and safety. Provision of a canopy does not materially change such impact. Any risk is considered to be appropriately managed through relevant Legislation. |

| | | |
|--|-----|---|
| <p>(s) the adequacy of:</p> <ul style="list-style-type: none"> (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles; | Yes | <p>Layout appears to accommodate safety and design requirements. Development is unlikely to significantly alter site operation or vehicular movements. Nil setback of proposed 'supports' will not really influence sightlines.</p> |
| <p>(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety</p> | Yes | <p>Development, of itself is unlikely to affect traffic generation or impact on the existing network.</p> |
| <p>(u) the availability and adequacy for the development of the following:</p> <ul style="list-style-type: none"> (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability | No | <p>Purpose of facility is to re-fuel vehicles, therefore public transport services and access for pedestrians, cyclists and non-motorised transport has limited significance. Supply and connection to public utilities are operational matters for the proponent. Management of solid waste and refuse by developer, to LG specifications.</p> |
| <p>(w) the history of the site where the development is to be located;</p> | Yes | <p>The subject land is currently used for the purpose of Service Station. It is classified as 'possibly contaminated' site under relevant Statutes, with a Memorial to this effect on the Title of Lot 908. The application has been referred to the DER.</p> |

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.*

Given the history of the site, prevailing land uses and the nature of this development in relation to the surrounding development it is considered appropriate to allow a reduced front boundary setback. The proposed canopy is a structural addition to an existing land use which, of itself, does not result in intensification of the activity and is unlikely to have an adverse impact on amenity, traffic, access or future development.

The proposed addition to the existing Fuel Outlet and Service Station is considered to be orderly and proper, and consistent with the Objectives of the General Industry zone, in particular to:

- c) to provide for employment opportunities for residents of the District.*
- d) to take advantage of the attributes of location, availability of services, and transport facilities servicing the District.*

Variation of the front setback is warranted in this instance.

In correspondence dated 1 February 2012 from the then Department of Environment and Conservation, the Shire of Katanning received Notification that the subject land was classified as a 'Possibly contaminated' site, due to its operation as a fuel depot. A copy of the advice is Attachment B.

It is noted that the Titles to both lots contain Memorial L865912 – Contaminated Sites Act 2003, registered 24/2/2012. Accordingly, the Development Application has been referred to the Department of Environmental Regulation for advice.

During conferral on 4 April 2017 with the Department of Mines & Petroleum it was confirmed that this Development Application did not require referral to that agency.

At the time of assessment, the subject land was not within a designated Bush Fire Prone Area as identified by the Fire and Emergency Services Commissioner (Designation Dates: 8/12/15 and 21/5/16).

Statutory Environment:

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Katanning Town Planning Scheme No. 4

Draft Local Planning Scheme No. 5

Policy Implications:

Nil.

Financial Implications:

An Application Fee of \$184.69 applies.

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

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

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:

MOVED: CR OWEN BOXALL

SECONDED: CR DANNY MCGRATH

OC37/17 That Council:

Subject to the submission of an accurate site plan and relevant accompanying material as specified in Clause 63, Part 8 Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 and receipt of Fees, approves the Development Application for Lots 520 and 521 (76) Dore Street, Katanning for the purpose of Canopy Addition to the Service Station & Fuel Depot subject to the following conditions:

- 1) Development is to be generally in accordance with the approved plans.**
- 2) Installation and maintenance of line-marking and signage or other appropriate treatments to ensure safe on-site parking and traffic movement across the site.**
- 3) Maintenance of parking, manoeuvring and accessways is the responsibility of the landowner.**
- 4) Maintenance of landscaping.**

Advice Notes

- I. Stormwater runoff from the new structure and associated hardstand to be adequately contained on-site, with disposal via connection to the existing drainage system to the satisfaction of the Director of Engineering Services in accordance with Engineering requirements and design guidelines.**

- II. All signage is to comply with Clause 7.11 of the Shire of Katanning Town Planning Scheme No. 4 and relevant requirements of the Planning and Development (Local Planning Schemes) Regulations 2015.**
- III. All works and any proposed drainage within the Bay-Drove Street Road Reserve (Kojonup – Pingrup Rd M021 40.63slk) will require an Application for Works from Main Roads WA and approval prior to any construction works proceeding**
- IV. Future development is required to comply with the Building Code of Australia and the requirements of relevant Health, Environmental, Mining and Petroleum statues, the Dangerous Goods Safety Act 2004 and the Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007 (the Storage and Handling Regulations).**
- V. It is acknowledged that the development site is the subject of a current application to the Western Australian Planning Commission for subdivision/amalgamation. The requirement for preparation of a new Deposited Plan in respect of the issue of a Building Permit should be noted.**

Voting Requirement: Simple Majority

CARRIED: 7/0

Cr Danny McGrath spoke for the motion.

Cr Serena Sandwell returned to the room at 6:29pm.

10.1.5 Subdivision Referral – Boundary Adjustment Lot 2, Lot 6992, Marracoonda Road South, Carrolup, Katanning, Lot 202 and Esmond Road, Westwood, Woodanilling

File Ref: A2086. C/17/524 & C/17/525. WAPC Sub Ref: 154982
Lot 2 and Lot 6992 Marracoonda Road South, Onslow/Esmond Roads and Great Southern Highway.

Reporting Officer: Delma Baesjou, Consultant Planner

Date Report Prepared: 11 April 2017

Issue:

To consider an application for a boundary adjustment (Subdivision/Amalgamation) involving portion of Marracoonda Road South, Lot 2 and Lot 6992 Carrolup within the Shire of Katanning and Lot 202 Onslow Road, together with portion of Esmond Road, Westwood within the Shire of Woodanilling.

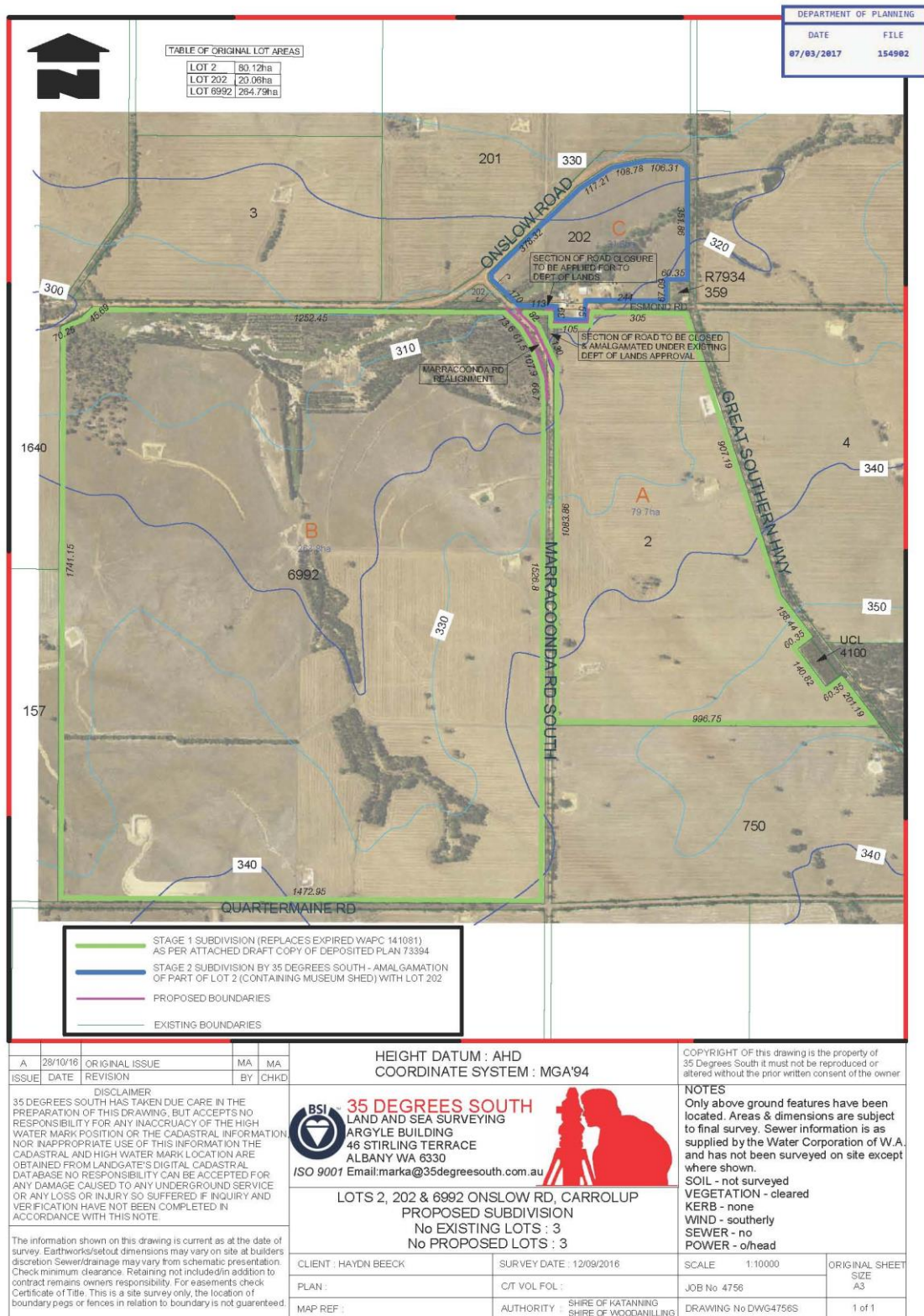


2016 Aerial image showing northern portions of Lots 2 and 6992, section of Esmond Road (proposed to be closed) and Woodanilling-Katanning boundary (in green).

Body/Background:

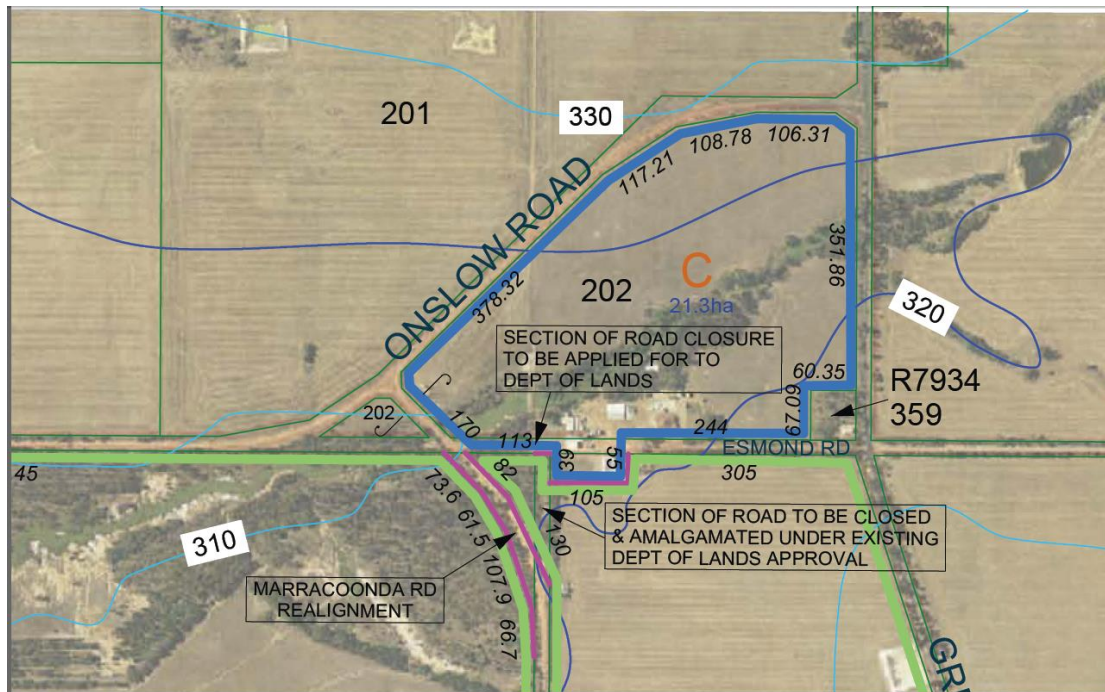
An application for Subdivision/Amalgamation has been referred to the Shire by the Western Australian Planning Commission. The Application was prepared by 35 Degrees South on behalf of HL & JM Beeck, Stoic Nominees Pty Ltd and the Shire of Woodanilling.

The documentation was received on 14 March 2017.



The proposal includes:

- A. rearrangement of the Marracoonda Road reserve to correspond with the realigned, as-constructed pavement;
- B. a boundary adjustment; and
- C. closure of portion of Esmond Road.



Extract from Plan of Subdivision showing boundary adjustments and road closures.

Realignment and upgrading of the intersections of Marracoonda Road South, Onslow Road and Great Southern Highway was undertaken prior to 2009 by the Shire of Woodanilling as a 'Black Spot Project'. A boundary adjustment to accommodate the realigned section of Marracoonda Road was the subject of Subdivision Application WAPC ref: 141081. Conditional approval was issued on 4 February 2010.

At its meeting held 24 March 2010 the Council resolved to

Close 250m of Marracoonda Road reserve and amalgamate it into Lot 2 on D52193 for the purpose of realigning Marracoonda Road, with all compliance costs being met by the Shire of Woodanilling.

A draft DP was subsequently prepared, however the WAPC approval has since lapsed. Closure and dedication of portion of Marracoonda Road South is outstanding, but will be achieved through this current subdivision/amalgamation.

It is also proposed to excise approximately 4,000m² in the North West corner of Lot 2 and amalgamate it with Lot 202. This will enable formalisation of the existing land uses and lease arrangement between property owners. The existing building on Lot 2 is used for the storage and display of a private collection of farm machinery. At the same time, it is proposed to incorporate 9,485 m² of the adjoining section of the Esmond Road reserve, following its closure.

Officer's Comment:

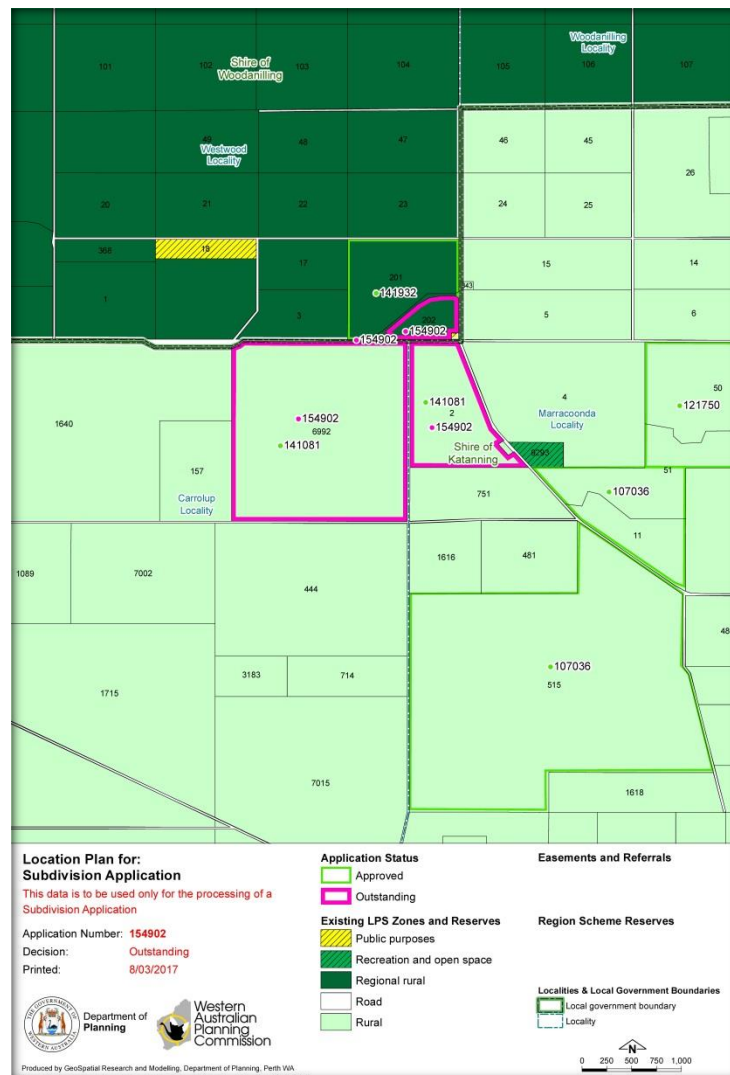
The subject land is used for Agricultural purposes, including livestock, grain growing, rural sheds, agricultural drains and revegetation.

Title documents and Shire records show HL & JM Beeck as the proprietors of Lot 2 and HL Beeck as proprietor of Lot 6992.

Lot 202, together with Esmond Road and adjacent sections of Onslow Road Reserve are within the Shire of Woodanilling.

Lot 2 has frontage to Marracoonda Road, Esmond Road and Great Southern Highway. Lot 6995 has frontage to Marracoonda Road and Onslow Road.

Lots 2 and 6995 are both zoned Rural under the Shire of Katanning Town Planning Scheme No.4 (TPS4).



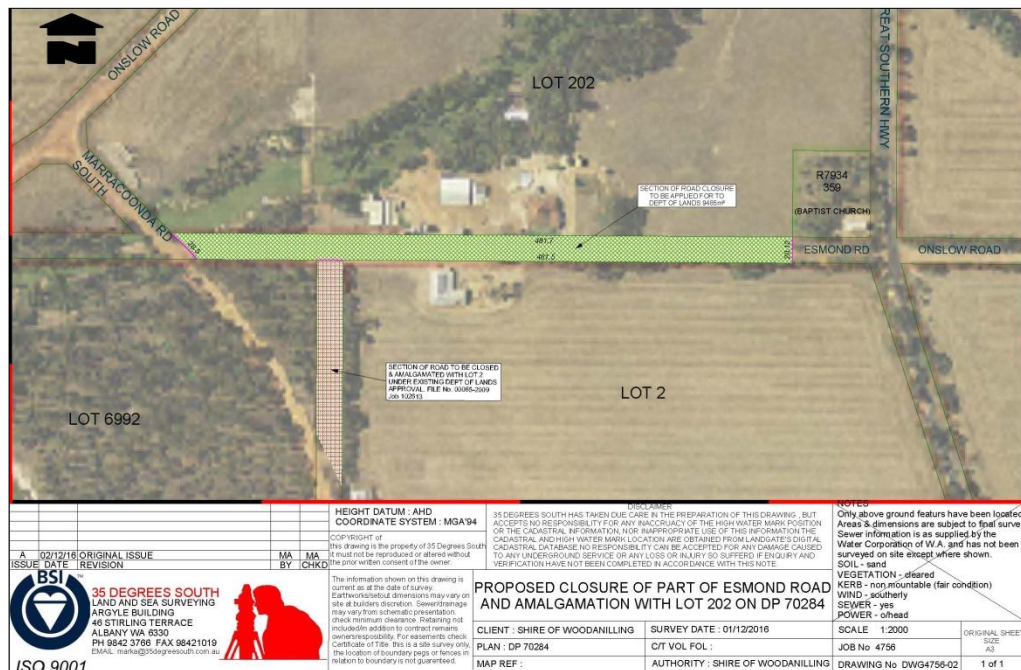
The land is shown in Draft Local Planning Scheme No. 5 (LPS5) as Rural. The respective minimum setbacks prescribed in the current and draft Planning Schemes are:

50m – Front.

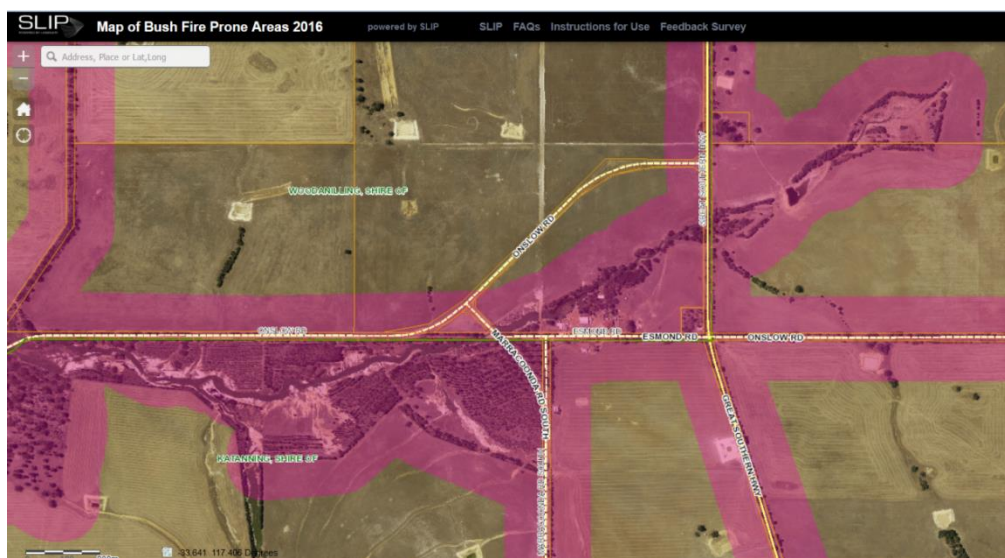
15m - Side and Rear.

In considering the previous Subdivision/Amalgamation proposal (WAPC Ref: 14108) for the Marracoonda Road realignment, the Shire of Katanning advised it had 'no objection' and requested conditions relating minor repair/backfilling and installation of scour protection rock weirs in the table drains. Those comments were reflected in the Advice Notes of that conditional approval.

The proposed permanent closure of portion of Esmond Road is currently under consideration by the Shire of Woodanilling. In accordance with the Resolution adopted at its meeting held 20 December 2016, the Shire of Woodanilling proceeded with advertising. Notwithstanding the matter was not formally referred to the Shire of Katanning for comment, it would be judicious to advise that Council has 'no objections' to the closure of Esmond Road.



The portions of the subject land affected by the proposed subdivision/amalgamation, closure and realignment are designated as Bush Fire Prone Areas as identified by the Fire and Emergency Services Commissioner (Designation Dates: 8/12/15 and 21/5/16). The subdivision application is accompanied by a Bushfire Attack Level (BAL) Assessment Report, prepared by Great Southern Bushfire Consultants. The Report indicates the required Asset Protection Zone for the existing structure of Lot 2 is contained within the proposed new Lot. Relevant issues and recommendations relate to: Asset Protection Zones, water supply, access/driveway construction.



Following conferral with Executive staff and the Works and Services Team it is recommended that the subdivision/amalgamation be supported subject to standard conditions, including minimum setbacks and Notification of the Bush Fire Prone designation.

Statutory Environment:

Planning and Development Act 2005.

Planning and Development (Local Planning Schemes) Regulations 2015.

Shire of Katanning Town Planning Scheme No. 4.

Draft Local Planning Scheme No. 5.

Land Administration Act 1997.

Land Administration Regulations 1998.

Regulation 9 sets out the procedural requirements of Local Government prior to submitting a road closure request to the Minister for Lands. Officers from the Department of Lands have recently confirmed that the Shire's various obligations, in respect of the northern portion of Marracoonda Road South, have been fulfilled.

Policy Implications:

Shire of Katanning: Nil

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

Financial Implications:

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

The Shire of Katanning has previously specified that all costs associated with the upgrading and realignment of Marracoonda Road and Onslow Road, including closure were to be met by the Shire of Woodanilling.

Strategic Implications:

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

Environment & Land Use – Land Use Development:

- Flexible Land Use Planning – Facilitate Development and Encourage progressive consolidation and Redevelopment [CBP Ref. P8.5.2 and O8.5.1]

Development & Leadership - Governance:

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

Officer's Recommendation/Council Motion:

MOVED: CR DANNY MCGRATH

SECONDED: CR CRAIG MCKINLEY

OC38/17 That Council:

- 1) **Advise the Western Australian Planning Commission the Shire of Katanning supports the proposed Subdivision/Amalgamation of Marracoonda Road South, Lot 2 and Lot 6992 Carrolup, Katanning (WAPC subdivision ref: 154982, Drawing No. 4758S - 01 date stamped 07/03/2017) subject to:**

- I. All buildings being setback a minimum of 15m for the new lot boundary.
 - II. Provision of emergency water supply and driveway access, in accordance with the specifications contained Bushfire Attack Level (BAL) Assessment Report, Job 247 dated 24/10/16 (or subsequent document).
 - III. Notification/s being placed on the respective Titles that the land is within a designated Bushfire Prone Area.
 - IV. The proprietors of proposed Lot C being advised that until such time as there is an adjustment to the Municipal boundary, the requirements of the Shire of Katanning will continue to apply to portion of the land parcel, including Rates Notices, the Local Planning Scheme, and the annual Fire Management Requirements.
- 2) Notes that the Amalgamation will result in the creation of a lot that is within two different Municipalities, thereby resulting in administrative and governance issues for both the Shire of Katanning and the Shire of Woodanilling. Future adjustment to the Municipal boundary to accommodate the new lot configuration and this anomaly would be supported, at no cost to the Shire of Katanning.
- 3) Advise the Shire of Woodanilling the Shire of Katanning has no objection to the proposed closure of portion of the Esmond Road Reserve, Woodlands and incorporation into the adjoining Lot, subject to all costs being met by the applicant.

Voting Requirement: Simple Majority

CARRIED: 8/0

Cr Danny McGrath spoke for the motion.

10.1.6 Lot 14 Forest Hill Rd Katanning, Request to Camp on Land

File Ref: A109
Reporting Officer: Uwe Striepe, Director Engineering and Development Services
Date Report Prepared: 19 April 2017

Issue:

Kerry and Loma Hotker, owners of lot 14, 25 Forest Hill Rd, have requested to live in their caravan on their property whilst their house is being built.

Body/Background:

On 5 April 2017, the Shire received a letter from Kerry and Loma Hotker, owners of lot 14, 25 Forest Hill Rd, requesting that they be allowed to live in their caravan on their property whilst their house is being built.

They have submitted plans to build a house, garage and shed on lot 14 and are awaiting approval.

The letter states that they believe they need to live on site to provide security against theft of the materials being delivered. The garage and shed are kit type buildings and will take weeks to erect. Once erected, a temporary toilet and shower connected to an Aerobic ATU Eco waste water treatment system will be installed.

Officer`s Comment:

The Aerobic ATU Eco waste water treatment system is a system that has been approved by the Department of Health of Western Australia.

In terms of the Caravan Parks and Camping Grounds Regulations 1997, written approval may be given by the local government for a person to camp, if such approval will not result in the land being camped on for longer than 12 months, the person is the owner or has the legal right to occupy the land and is to camp in a caravan whilst a building license in respect of the land is in force.

Statutory Environment:

Caravan Parks and Camping Grounds Regulations 1997

Regulation 11. Camping other than at a caravan park or camping ground -

(2) Written approval may be given for a person to camp on land referred to in sub regulation

(1)(a) for a period specified in the approval which is longer than 3 nights-

(a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months

(b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months ; or

(c) despite paragraph (b), by the local government of the district where the land is situated

—

- (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
- (ii) if the person owns or has the legal right to occupy the land and is to camp in a caravan on the land while a building license issued to that person in respect of the land is in force.

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Development and Leadership

Governance

- Lead in legal and ethical compliance

Officer's Recommendation/Council Motion:

MOVED: CR JOHN GOODHEART

SECONDED: CR SERENA SADNWELL

OC39/17 That Council:

Approves camping on lot 14 Forest Hill Rd, Katanning, by Kerry and Loma Hotker for a period not exceeding 12 months in accordance with Regulation 11(2)(c) of the Caravan Parks and Camping Grounds Regulations 1997.

Voting Requirement: Simple Majority.

CARRIED: 8/0

10.2 DIRECTOR OF CORPORATE SERVICES REPORTS**10.2.1 Monthly Financial Reports**
(ATTACHMENTS)

File Ref: FS/0021
Reporting Officer: Libby French, Manager Finance
Report Prepared: 20 April 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:

MOVED: CR DANNY MCGRATH

SECONDED: CR CRAIG MCKINLEY

OC40/17 That Council adopts the Statement of Financial Activity for the month ending 31 March 2017, as presented, and notes any material variances.

Voting Requirement: Simple Majority.

CARRIED: 8/0

10.2.2 Schedule of Accounts
(ATTACHMENTS)

File Ref: FS/0021
Reporting Officer: Libby French, Manager Finance
Report Prepared: 20 April 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.

Officer's Comment:

The schedule of accounts for the month of March 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 2016/2017 Annual Budget.

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

Development and Leadership

- Governance

Officer's Recommendation/Council Motion:

MOVED: CR CRAIG MCKINLEY

SECONDED: CR SERENA SANDWELL

OC41/17 That Council endorses the Schedule of Accounts for March 2017, as presented.

Voting Requirement: Simple Majority.

CARRIED: 8/0

10.2.3 2016/17 Budget Review (ATTACHMENT)

File Ref: FM.BU.6
Reporting Officer: Libby French, Manager Finance
Date Report Prepared: 20 April 2017

Issue:

During the March quarter, Council is required to review the 2016/17 Budget, compare year to date actual performance against budget, and adopt any amendments to budget that Council considers appropriate arising from that review.

Body/Background:

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

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

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

Officer's Comment:

The Manager Finance and the Executive team have extensively reviewed the actual performance to budget as at 31 March 2017 and have re-assessed and forecast the expected position as at 30 June 2017. The attached report details the results of that review and includes a list of recommended variations to budget for Council consideration.

Since the adoption of the 2016/17 budget, the financial statements for 2015/16 have been finalised and audited, increasing the budgeted surplus by \$396,654. This is significantly due to the review of accrued expenditure as at 30 June 2016.

Of note, the recent flood event has resulted in additional road expenditure of \$470,000 which will also see a forthcoming claim through WANDRRA funding. A fully-funded grant of \$115,231 was received for new CCTV infrastructure. Employment costs associated with a staff position for 2016/17 have been directed towards reserve for the purpose of quarantining the funds.

Overall, the review has confirmed that the actual performance to 31 March 2017 is close to budget and that after re-forecasting Council can still expect a balanced position at the end of year.

Statutory Environment:

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

Policy Implications:

Nil.

Financial Implications:

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

Strategic Implications:

Nil.

Voting Requirements:

The recommended variations to the budget include a number of unbudgeted expense items and thus requires an Absolute Majority.

PROCEDURAL MOTION

MOVED: CR DANNY MCGRATH

SECONDED: CR CRAIG MCKINLEY

OC42/17 That Council suspends standing orders.

Voting Requirement: Simple Majority

CARRIED: 8/0

PROCEDURAL MOTION

MOVED: CR DANNY MCGRATH

SECONDED: CR JOHN GOODHEART

OC43/17 That Council resume standing orders.

Voting Requirement: Simple Majority

CARRIED: 8/0

Officer's Recommendation/Council Motion:

MOVED: CR SERENA SANDWELL

SECONDED: CR CRAIG MCKINLEY

OC44/17 That Council:

Adopts the Mid-Year Review as at 31 March 2017 including the proposed variations detailed therein and amend the 2016/17 budget accordingly.

Voting Requirement: Absolute Majority.

CARRIED BY AN ABSOLUTE MAJORITY: 8/0

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

File Ref: CM.PL.2.
Reporting Officer: Denise Gallanagh-Wood & Community Development & Projects' Coordinator
Date Report Prepared: 19 April 2017

Issue:

For Council to consider and adopt the Strategic Community Plan Project Schedule.

Body/Background:

A Strategic Community Plan outlines community long term (10+ years) vision, values, aspirations and priorities for a Local Government and drives the development of local plans, resourcing strategies and service levels required to achieve the community vision.

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 is due to undertake a major review of the Strategic Community Plan. It is felt that the current document no longer accurately captures the community's aspirations. There is a need to re-engage with the community to create a new Strategic Community Plan for the Shire of Katanning.

The proposed Strategic Community Project Schedule seeks to facilitate the community consultation process for the Strategic Community Plan, with final adoption of the plan due in August 2017.

A variety of public participation processes will be conducted for the preparation of the Strategic Community Plan. The outcomes of that process will heavily inform the new Strategic Community Plan and related Integrated Planning and Reporting documents.

Consultation:

Community engagement is central to the major strategic review process. The purpose of a major strategic review is to reengage with the community to determine the vision, outcomes and priorities for the following ten year period.

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

To ensure the community vision and aspirations are effectively captured, a comprehensive community engagement program is proposed. The attached Project Plan and Engagement Information Sheet details a variety of mechanisms, with increasing levels of participation and influence, that will be undertaken during the review period including:

- Surveys
- Community Clinics
- My Big Idea card
- Vox Pop
- Workshops
- Stakeholder focus groups; and
- Submission periods.

In addition to the above 'two-way' engagement strategies, a number of informing strategies are proposed to ensure community members are aware of the options they have throughout the review process to have their say, and provide input at the level of engagement that they wish. These strategies include:

- A dedicated webpage with updates posted regularly;
- Media releases at each stage of the review process;
- Advertising in Great Southern Herald;
- Updates provided via social media;
- Information displays at the Administration Office, Katanning Leisure & Recreation Centre and Library (with the potential to include information/displays at other locations subject to the approval of relevant organisations);
- Information provided through factsheets; and
- Letters to targeted community members/groups/organisations.

To further facilitate this process relevant groups and organisations will be consulted to determine whether they are able to assist with facilitation of some engagement strategies, in addition to any submission they may wish to make on behalf of their organisation and/or membership.

For example it is anticipated that local schools may wish to assist with the facilitation of the youth survey and drawing competition; arts organisations and interest groups may wish to promote the photo competition; aged care providers may be able to offer suggestions to

increase representation in the community survey; and community groups, organisations and sporting clubs may wish to promote attendance at workshops and/or encourage a representative to nominate as a panel member for a specific stakeholder focus group. Consultation will occur with all community contacts registered on the Shire of Katannings contacts database.

Demographic participation results will be monitored and reviewed throughout the period, which may result in the implementation of additional informing strategies and engagement methods to encourage increased representation across all sectors of the community.

In order to conduct a successful community driven plan for the future, Council will require genuine input from as many community members as possible. To be successful in reaching the Integrated Planning and Reporting 'Achieving' 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 recommended Strategic Community Plan Engagement Schedule seeks to exceed the community engagement standard in terms of representation and number of mechanisms. In addition, the process seeks to not only understand the aspirations of the community but also to receive advice, suggestions, solutions and strategies on how the Community, Council and Shire Administration can work towards achieving the vision.

Officer's Comment:

The Strategic Community Plan Engagement Schedule, which is recommended for endorsement, provides a variety of mechanisms to facilitate engagement with the community during the consultation process. The Strategic Community Plan Engagement Schedule seeks to provide an increasing level of public participation and provide members of the community with multiple opportunities to have their say.

Statutory Environment:

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

Extract 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.*

Extract 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.

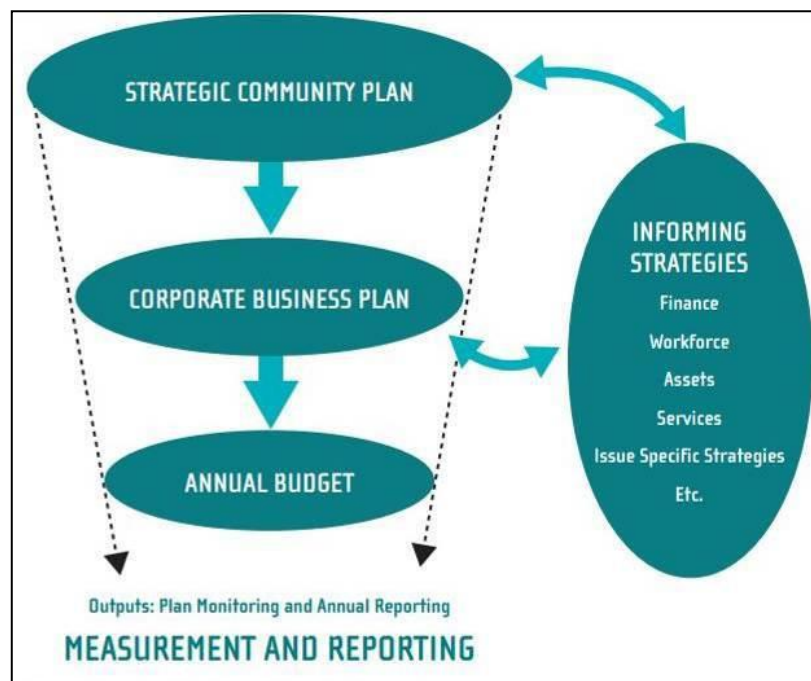


Figure1: Integrated planning and Reporting Process

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:

- \$6,259 Asset mapping process has already commenced; resourced within the 2016/17 budget.

- \$2,500 Community consultation. In order to increase community participation and broaden the range of engagement opportunities, financial resourcing to undertake this process has been re-allocated as part of the 2016/17 budget review process.
- \$5,397 (estimate) Strategic Community Plan design and printing; Asset Map printing, promotion and distribution - to be considered as part of Council's 2017/18 budget.

Strategic Implications:

The report and officer recommendation is consistent with the Local Government (Administration) Regulations 1996 and the Department of Local Government and Communities' Integrated Planning and Reporting Framework and Advisory Standard.

PROCEDURAL MOTION**MOVED: CR DANNY MCGRATH****SECONDED: CR SERENA SANDWELL****OC45/17 That Council suspends standing orders.****Voting Requirement:** Simple Majority**CARRIED: 8/0****PROCEDURAL MOTION****MOVED: CR SERENA SANDWELL****SECONDED: CR DANNY MCGRATH****OC46/17 That Council resume standing orders.****Voting Requirement:** Simple Majority**CARRIED: 8/0****Officer's Recommendation/Council Motion:****MOVED: CR DANNY MCGRATH****SECONDED: CR CRAIG MCKINLEY****OC47/17 That Council endorses the Project Schedule for the consultation and development of the Shire of Katanning's Strategic Community Plan.****Voting Requirement:** Simple Majority**CARRIED: 8/0**

10.4 EXECUTIVE MANAGER, PROPERTY & ASSETS REPORTS

Nil.

10.5 DEPUTY CHIEF EXECUTIVE OFFICER

Nil.

10.6 CHIEF EXECUTIVE OFFICER'S REPORTS**10.6.1 Town Hall License Agreement – Katanning World of Multicultural Music**

File Ref: CR.EN.1
Reporting Officer: Amy Kuchel, Community Relations Officer
Date Report Prepared: 18 April 2017

Issue:

To consider a licence agreement for the Katanning World of Multicultural Music group (Katanning WoMM) for the use of the Katanning Town Hall and store room on a regular basis.

Body/Background:

Council received an enquiry in April 2017 from Katanning WoMM requesting assistance in finding them a permanent home with storage for their group.

Katanning WoMM began to revive its membership in May 2016 and wants to hold weekly 'jam sessions' with its members. They are also looking at holding public jam sessions, workshops and public performances. They have a small collection of musical instruments that requires them to have permanent storage at the operating venue to limit travel and heavy lifting.

The Katanning WoMM has listed the below requests for the use of the Town Hall:

- Key access to the Town Hall and store room
- Regular use on Sundays of the main hall, toilets, south store room (exclusive for their use) and north store room (old kitchen) for use of tables/chairs/sink
- Occasional use on a Saturday for workshops and public performances
- Rent free occupancy
- Occasional Thursday afternoon access for youth members use

WoMM acknowledge the need to be flexible with their requests as not to impose on the Katanning Dramatic Society, public Town Hall bookings and Shire use of the hall.

After meeting with the WoMM Committee, various venues were considered and it was mutually agreed that the best short to medium term option is the Katanning Town Hall and if a more suitable option arose in the future this would be considered.

Officer's Comment:

As part of the Katanning SuperTown Growth and Implementation Plan recommendations for the Town Hall upgrades and adaptations were intended to utilise the building as a regional entertainment centre.

The venue is currently under utilised as an entertainment centre. The hall is currently used twice a week by the Katanning Dramatic Society for rehearsals and twice a year for their performances. The Shire currently holds some school holidays activities, minor events for Seniors Week and Thank a Volunteer Day and public information sessions. The Shire is hoping to hold a minimum of two performances through Country Arts WA a year.

Similar to the Katanning Dramatic Society, WoMM would allow the public the opportunity to be a part of music orientated community group. They would also hold public performances and have the potential to organise other music groups and performances at the Town Hall.

They have already been approached by the *A Kappella Munda* Community Choir in Kalamunda to hold a public show in Katanning. They have also received interest from local bands wanting to 'jam' with WoMM and practice with their own band- however WoMM are looking at incorporating a minimum of 1 public performance by individual bands as part of their membership. They are also interested in holding public workshops to better their skills and knowledge. The Shire would also work closely with WoMM to hold events during school holidays, Harmony Week, Mental Health Week, Seniors Week etc.

WoMM would give more community members the opportunity to visit and use the Town Hall and increase the arts and entertainment culture within the Shire and the region. Katanning WoMM currently have members from Nyabing and Kojonup and a variety of multicultural groups within Katanning.

As part of the licence agreement it is recommended that an annual fee to be negotiated with WoMM to assist with electricity costs.

Statutory Environment:

Policy Implications:

Financial Implications:

It is recommended that Council charge a nominal annual fee to assist with the recovery of Town Hall electricity costs.

Strategic Implications:

Shire of Katanning Strategic Plan 2013 – 2023

Pursue Community Development

- Image and esteem

Officer's Recommendation/Council Motion:

MOVED: CR OWEN BOXALL

SECONDED: CR JOHN GOODHEART

OC48/17 That Council:

- 1. Authorises the Chief Executive Officer to develop and enter into a three year licence agreement with Katanning World of Multicultural Music for the shared use of the Katanning Town Hall and storage provision for the group's equipment; and**
- 2. As part of the licence agreement, negotiate with Katanning World of Multicultural Music a nominal annual fee to assist with the recovery of Town Hall electricity costs.**

Voting Requirement: Simple Majority

CARRIED: 8/0

10.7 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 7:03pm