



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 26 July 2016, in the Shire of Katanning Council Chambers,  
14 Austral Terrace, Katanning, commencing at 6:00pm.

Julian Murphy  
**CHIEF EXECUTIVE OFFICER**  
Thursday 21 July 2016

**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 Alep Mydie  
Cr Danny McGrath  
Cr Richard Kowald  
Cr Serena Sandwell  
Cr Martin Van Koldenhoven  
Cr John Goodheart  
Cr Owen Boxall

Council Officers: Julian Murphy, Chief Executive Officer  
Andrew Holden, Deputy Chief Executive Officer  
Uwe Striepe, Director Engineering & Development Services  
Diana Marsh, Finance Manager  
Taryn Human, PA to the CEO

Gallery:

Media:

Apologies: Sam Davis, Executive Manager, Projects and Community Building

Leave of Absence: Cr Craig McKinley - Deputy President

**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 – 28 June 2016  
(SEE ATTACHED MINUTES)**

**OC/16** That the minutes of the Ordinary Council Meeting held on Tuesday 28 June 2016 be confirmed as a true record of proceedings.

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION****10. REPORTS OF COMMITTEES AND OFFICERS****10.1 DIRECTOR ENGINEERING & DEVELOPMENT SERVICES REPORTS****10.1.1 Development Application – 44 Taylor Street, Family Day Care**

**File Ref:** A78  
**Reporting Officer:** Delma Baesjou, Consultant Planner  
**Date Report Prepared:** 18 July 2016

**Issue:**

To consider the submission received during advertising and determine a Development Application for Family Day Care at Lot 210 (44) Taylor St, Katanning.

**Body/Background:**

An application was received on 21 June 2016 to use the existing Dwelling at 44 Taylor Street for the purposed of Family Day Care.

The owner/applicant proposes to provide day time care for four 0-4 year olds and after school care for an additional three children.

Lot 210 is 1015m<sup>2</sup>. It has frontage to both Taylor Street and Richardson Street.



The property is zoned 'Residential' under the Shire of Katanning Town Planning Scheme No. 4 (TPS4).

Family Day Care is not listed in the Zoning Table or Schedule 1 – Definitions of TPS4.

Clause 3.2.5 of TPS4 and Clause 64(1) (b) of the Planning Regulations set out that when a use is not specifically mentioned in the Zoning Table, provided it is consistent with the zone objectives, the local government may advertise the proposal (for 14 days) prior to determination.

The Objectives of the Residential zone set out in Clause 6.1.1 of TPS4 are:

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

The draft Local Planning Scheme No.5 (LPS5) designates the subject land as 'Residential'. Family Day Care is listed as D (Discretionary) in Table 4 – Zoning Table of the draft LPS5.

Relevant extracts for Draft LPS5 pertinent to this proposal include:

**family day care** means premises where a family day care service as defined in the *Education and Care Services National Law (Western Australia)* is provided;

Table 2 – Zone Objectives

Residential Zone:

- To provide a range of residential densities to meet the housing needs of the town and its anticipated growth in population.
- To encourage a high standard of residential development that:
- Maintains the character and amenity of established residential areas and ensures that new development, including alterations and additions, is sympathetic with the character and amenity of those areas;
- Incorporates energy efficient design principles;
- Where appropriate, facilitates ageing in place through the incorporation of adaptable housing design;
- To allow for the establishment of non-residential uses where the use will not adversely affect the existing amenity of the local area.

This application was assessed, based on the requirements set out in TPS4, together the matters listed in Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regulations).

The following Table lists the various matters that Council is required to consider under the LPS Regulations, together with planning comments relevant to this application.

Matter	Relevance	Comment
(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area	Yes	Use of the subject land for the purpose of Family Day Care is consistent with the objectives of the zone under TPS4.
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving	Yes	This proposed development is regarded as orderly and proper planning. Family Day Care is a 'Discretionary' uses on the subject land under draft LPS5.
(c) any approved State planning policy	No	
(d) any environmental protection policy approved under the <i>Environmental Protection Act 1986</i> section 31(d)	No	
(e) any policy of the Commission	No	

(f) any policy of the State	No	
(g) any local planning policy for the Scheme area;	No	Not applicable
(h) any structure plan, activity centre plan or local development plan that relates to the development	No	Not applicable
(i) any report of the review of the local planning scheme that has been published under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>	No	Not applicable
(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;	No	Not applicable
(k) the built heritage conservation of any place that is of cultural significance	Neutral	No registered sites or places on the subject land.
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;	Neutral	Not applicable
(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	The proposal is unlikely to have a 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	No significant change in amenity with regard to noise, odour, and lighting given the setting, function and purpose of the zone.
(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource.	Neutral	No works associated with change of use
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.	Neutral	No change proposed to existing domestic garden.
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush	Neutral	Katanning is recognised as being at risk of townsite salinity. There is no evidence of flooding on this site.

fire, soil erosion, land degradation or any other risk		
(r) the suitability of the land for the development taking into account the possible risk to human health or safety;	Neutral	Land use not considered to be a risk.
(s) the adequacy of: (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	The proposed site layout allows for access/egress via either Taylor or Richardson Streets. Parking for the owner/operator is available within the existing garage. All pick-up and drop-off will be at the front of the premises. On-street and verge parking is available. Supplementary, informal parking is available in the adjoining Reserve.
(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.	Yes	An increase in vehicle movements is likely, and can be readily accommodated on this section of Taylor Street without any significant impact on traffic safety.
(u) the availability and adequacy for the development of the following: (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability	Yes	The majority of visitors utilise private vehicles, therefore i, and iv public transport services and access for pedestrians, cyclists and non-motorised transport has limited relevance. In any case, the verge area at the front of the site is available. Utilities (power, water and sewer) are operational matters for the proponent. Management of refuse is to be to LG specifications.
(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	No	Development is likely to result in community benefit.
(w) the history of the site where the development is to be located;	Neutral	Existing Dwelling is within an established Residential area.
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;	Yes	The proposed Family Day Care provides the community with alternative/choice and is regarded as beneficial.
(y) any submissions received on the	Yes	One submission objecting to the



application;		proposal received during 'advertising'.
(za) the comments or submissions received from any authority consulted under clause 66;	No	n/a
(zb) any other planning consideration the local government considers appropriate.	Neutral	The proposal is considered to be consistent with the Shire Katanning Strategic Plans, business Plan and SuperTown Growth and Implementation Plan.

**Officer's Comment:**

Notwithstanding the preference for commercial enterprises to operate within the town centre, TPS4 provides for selected non-residential uses and Home Businesses in Residential areas. Draft LPS5 would give discretion for Lot 210 to be used for Family Day Care.

The proposed use is considered to meet the Scheme Objectives for the Residential zone which allow for the establishment of a non-residential use that is unlikely to adversely affect local amenities. Family Day Care facilities, by their very nature and intent, are typically located within residential areas.

In accordance with the procedure outlined in Clause 9.7 of TPS4 and Clause 82, Division 2 of Schedule 2 of the Planning and Development Regulations 2015, the Chief Executive Officer has been delegated the authority to:

1. Approve certain development applications; and
2. Undertake advertising of a proposed extension of a non-conforming use, 'SA' and non-listed uses that are considered to be consistent with the zone objectives, in accordance with Clause 64 (3), Part 8, Schedule 2 of the LPS Regulations.

Such Delegation was exercised and Notice of the proposed Family Day Care at Lot 210 (44) Taylor Street, Katanning was published [advertised] in the local Newspaper, in accordance with Clause 8.3.3 b) of TPS4. The advertising period closed on 16 July 2016.

One submission was received, objecting to the proposal. The owners of an existing Child Care Centre do not support the proposal and consider it may take business away from their facility, which is operating at 75% capacity, and could result in less staff.

The comments raised in the submission are noted, however do not constitute a valid planning reason for refusing the application.

**Statutory Environment:**

Shire of Katanning Town Planning Scheme No. 4

The Planning and Development (Local Planning Schemes) Regulations 2015

**Policy Implications:**

Nil.

**Financial Implications:**

An Application Fee of \$147, in accordance with the published schedule of Fees and Charges has been paid. Advertising costs will be recovered.

**Strategic Implications:**

This item assists the Council to deliver on strategic objectives set out in the *Shire of Katanning Community Strategic Plan 2013 – 2023*, the *Corporate Business Plan 2013-2018* and *Planning Strategy* as follows:

*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]

*Economy Objectives*

- To assist business to create and maintain sustainable employment opportunities for residents.

*Leadership and Development:*

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

**Officer's Recommendation/Council Motion:****OC/16 That Council:**

**Approves the Development Application for Lot 210 (44) Taylor Street, Katanning for the purpose of Family Day Care subject to the following conditions:**

**Development is to be generally in accordance with approved plans.**

- 1) 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.**

**Advice Notes**

- I. If, in the opinion of the Council, this Family Day Care is causing a nuisance or annoyance to owners or occupiers of nearby land, the Council may:
  - a. Review and revise the approval; or**
  - b. Require implementation of measures specified by the Council to mitigate the nuisance or annoyance.****
- II. This Development Approval does not constitute a Building Permit.**
- III. Future use and development is to comply with the requirements of relevant statutes, including the *Education and Care Services National Law (WA) Act 2012*.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

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

**File Ref:** FS/0021  
**Reporting Officer:** Diana Marsh, Manager Finance  
**Report Prepared:** 18 July 2016

**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/16** That Council adopts the Statement of Financial Activity for the month ending 30 June 2016, as presented, and notes any material variances.

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.2.2      Schedule of Accounts**  
**(ATTACHMENTS)**

**File Ref:** FS/0021  
**Reporting Officer:** Diana Marsh, Manager Finance  
**Report Prepared:** 18 July 2016

**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 month of June 2016 are attached.

**Statutory Environment:**

Local Government (Financial Management) Regulations

**Policy Implications:**

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

**Financial Implications:**

Expenditure in accordance with the 2015/2016 Annual Budget.

**Strategic Implications:**

Shire of Katanning Strategic Plan 2013 – 2023  
Development and Leadership

- Governance

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

**OC/16      That Council endorses the Schedule of Accounts for June 2016, as presented.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.3 EXECUTIVE MANAGER, PROJECTS AND COMMUNITY BUILDING REPORTS****10.3.1 Community Financial Assistance Program (CFAP) Round 1 2016/2017**

**File Ref:** FL/0019  
**Reporting Officer:** Amy Kuchel, PR & Community Relations Officer  
**Date Report Prepared:** 20 July 2016

**Issue:**

To consider the recommendations put forward by the Community Financial Assistance advisory committee for the allocation of the 2016/2017 Round 1 Katanning Community Financial Assistance Funding.

**Body/Background:**

The first round of funding under this program was advertised in May and June 2016 with advertisements in the Great Southern Herald, the Shire of Katanning Website, Shire Matters Newsletter, letters and emails to the community and Facebook.

The Community Financial Assistance Program (CFAP) provides funding support in three categories; Minor Community Grant (up to \$5,000), Major Community Grant (Over \$5,000) and Triennium Community Grant (3 year approval- Minor or Major), to enable organizations to develop projects that increase participation and benefit the community.

At the closing date 5 applications were received: 5 applications requesting a minor community grant, no applications requesting a major community grant and no applications requesting a triennium grant.

The application process was coordinated by the PR/Community Relations Officer Amy Kuchel. The Community Financial Assistance Program Council Advisory Committee consisting of Cr McGrath; Cr Van Koldenhoven; and the PR/Community Relations Officer Amy Kuchel met to assess the CFAP applications on 9 February 2016. Cr Goodheart was an apology for the meeting.

Round 1 2016/2017 there is \$19,000ex available in the budget.

**Summary of applicants:*****Minor Community Grant (up to \$5,000)***

**Full Organisation Name:** Katanning Speedway Club  
**Project Title:** Shade Sails  
**Requested Amount from Council:** \$1,000 ex GST  
**Total Project Cost:** \$4,680

**Full Organisation Name:** Katanning Lions Club  
**Project Title:** Free Community Concert  
**Requested Amount from Council:** \$4,500 ex GST  
**Total Project Cost:** \$24,865

**Full Organisation Name:** Apex Club of Katanning  
**Project Title:** AAFTA Heat  
**Requested Amount from Council:** \$350 ex GST  
**Total Project Cost:** \$1,200

**Full Organisation Name:** National Seniors Australia- Katanning Branch  
**Project Title:** National Seniors Zone 114 Annual Conference  
**Requested Amount from Council:** \$940.90 ex GST  
**Total Project Cost:** \$1,135inc

**Full Organisation Name:** Katanning Land Conservation District Committee (LCDC) (Katanning Landcare)  
**Project Title:** Katanning Eco Week 2016  
**Requested Amount from Council:** \$5,000.00 ex GST  
**Total Project Cost:** \$16,360.00

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

#### **Application 1**

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**Full Organisation Name:** Katanning Speedway Club

**Brief Description of Organisation:** To provide a safe and enjoyable venue and atmosphere for motorsports enthusiasts and their families to enjoy

**Project Title:** Installation of Shade Sails

**Project Description:** Recent attendance at Speedway and events has increased and the current umbrellas do not withstand the weather elements and not as safe as permanent shade sails and do not provide as much sun protection. The Speedway will cover the costs of labour, installation, posts and concrete but are requesting the cost of the shade sail themselves.

**Estimated project start date:** As soon as funding is available.

**Location of event:**

**Expected project benefits to the community:**

- Sun protection
- Ability to take children, women and elderly extra comfort and safety while in attendance

**Other community groups and/or key people involved in the project:**

**Project expenditure:**

- Labour
- Posts
- Concrete
- Shade Sails (CoOp Quote is the preferred)

**Applicant Cash Contribution:** \$3,680

**Applicant In-Kind Contribution:** labour

**Other Cash Contribution:** nil

**Other In-Kind Contribution:** nil

**Requested Amount from Council:** \$1,000 ex GST

**Total Project Cost:** \$4,680

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

#### **Application 2**

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**Full Organisation Name:** Katanning Lions Club

**Brief Description of Organisation:** Lions International is an International recognized Service club organisation which the Lions in Katanning are one of 46,000 clubs. Members provide volunteer labour and funding to community needs, State, National and International Health Foundations.

**Project Title:** Free Community Concert

**Project Description:** The Lions Club and community volunteers wish to present a free community concert. The concert will present a touring band supported by local artists. The Shires support last year was appreciated but time to generate funding from other sources was the limiting factor.

**Estimated project start date:** Event will be held Saturday 11 February 2017

**Location of event:** Piesse Lake Amphitheatre

**Expected project benefits to the community:**

- Attract all sectors of the community and bringing them together. It is well documented that community projects primarily designed to provide general entertainment also provide a sense of togetherness and inclusion.
- Promote Katanning, attract new people to the area and generate interest to the town.
- Opportunity to build new networks and friendships and feeling of goodwill

**Other community groups and/or key people involved in the project:**

- Various community members have offered their support and are keen to volunteer.
- Katanning Action Network advertised for volunteers for the event on behalf of Lions.

**Project expenditure:**

- See attached application for full breakdown of expenditure.

- Lions are requesting through the CFAP a contribution towards a portion of the performers' fees. The fees include sound and lighting. Lions are also requesting various in-kind contributions (water, mosquito spraying, bins, etc).

**Applicant Cash Contribution:** nil

**Applicant In-Kind Contribution:** Public Liability, volunteer labour to organise and run the event

**Other Cash Contribution:** pending Lotterywest, WAMMCO, Healthways, GSDC and CBH \$12,000

**Other In-Kind Contribution:** generator, toilets

**Requested Amount from Council:** \$4,500 ex GST

**Total Project Cost:** \$26,865

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

### **Application 3**

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

**Brief Description of Organisation:** The Apex Club of Katanning is part of a national organisation that aims to build better communities locally through volunteer participation. They regularly make donations to other community organisations.

**Project Title:** AATFA Heat

**Project Description:** AATFA Heat in Katanning is a fashion show for local participants; currently Wagin District High School and Katanning Senior High School students. It will be the first time this heat has been held in Katanning, with a view of making this event biennial. Contestants arrive at the Katanning Leisure Centre. The event comprises of four heats judged by local and Perth officials. Winners are announced on the night and then will have the opportunity to compete at the State heat in Perth.

**Estimated project start date:** Friday 26 August 2016

**Location of event:** Katanning Leisure Centre

**Expected project benefits to the community:**

- Promotion of Katanning Senior High School
- Promoting artistic ability for students in our Region to participate in
- An activity for school aged children to attend locally
- Promotion of the facilities available at the Katanning Leisure Centre

**Other community groups and/or key people involved in the project:**

- Katanning Senior High School

**Project expenditure:**

- \$700 venue, stage and PA hire
- \$500 Refreshments
- Newspaper advertisement



**Applicant Cash Contribution:** \$500  
**Applicant In-Kind Contribution:** labour  
**Other Cash Contribution:** nil  
**Other In-Kind Contribution:** newspaper advertisement  
**Requested Amount from Council:** \$700 ex GST  
**Total Project Cost:** \$1,200

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

**Application 4**

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**Full Organisation Name:** National Seniors Australia – Katanning Branch

**Brief Description of Organisation:** Providing economic and social benefits, making donations and providing service and advice to institutions assisting 50 years and over and establishing and maintaining branches around Australia.

**Project Title:** National Seniors Zone 114 Annual Conference

**Project Description:** All National Seniors members are invited to a ticketed luncheon and conference with guest speakers. The conference is held annually. In 2016 it is hoped to be held in Katanning.

**Estimated project start date:** Monday 22 May 2016. Round 2 of the CFAP would not suffice enough time to secure funding and advertise event.

**Location of event:** Katanning Leisure Centre

**Expected project benefits to the community:**

- Attendees will travel from all over South West
- Accommodation will be required for the attendees
- Attendees will visit local businesses and attractions

**Other community groups and/or key people involved in the project:**

- Donations from Local Businesses

**Project expenditure:**

- Venue hire, setup, stage and PA (seniors are unable to set up themselves)

**Applicant Cash Contribution:** \$100  
**Applicant In-Kind Contribution:** labour to organize  
**Other Cash Contribution:** tickets purchased by attendees will cover the lunch  
**Other In-Kind Contribution:** local business donations  
**Requested Amount from Council:** \$940.90 ex GST  
**Total Project Cost:** \$4,340.90

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

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**Full Organisation Name:** Katanning Landcare District Committee (LCDC) / (Katanning Landcare)

**Brief Description of Organisation:** Katanning LCDC, better known as Katanning Landcare, was established in 1989 and has the vision of “A vibrant caring community enhancing our environment for future generations”.

Katanning Landcare is an independent not-for-profit community group that works directly with farmers, individual volunteers, and supports volunteer group such as Friends of Piesse Lake and the Lake Ewlyamartup Working Group.

**Project Title:** Katanning Eco Week 2016

**Project Description:** Katanning EcoWeek is an import sustainability and environment festival for the community of Katanning and its surround. The aim of the festival is to provide a range of high quality, hands-on education and training that is otherwise inaccessible, or very hard to access, to the people of Katanning so that they can reduce their environmental footprint.

**Estimated project start date:** 10-17 September.

**Location of event:** Different events throughout the community.

**Expected project benefits to the community:**

- Provides locals with high standards of education and opportunities pertaining to local environment and sustainable living.
- Engages the community to participate, meet new people and volunteer.
- Provides an economic boost for Katanning with participants and presenters travelling into town.
- Helps to improve and protect the environment.

**Other community groups and/or key people involved in the project:**

- Shire of Katanning
- Great Southern Bloom Festival
- Katanning Action Network
- Katanning Speedway
- Individual volunteers (last year there were 18)
- Local Businesses (last year there was 17)

**Project expenditure:**

- Brochure graphic design cost, brochure printing, newspaper ads, other media and promotion and A-frame interchangeable sign, venue hire, presenters for workshops, event catering, presenter gifts.

**Applicant Cash Contribution:** nil

**Applicant In-Kind Contribution:** \$9,800

**Other Cash Contribution:** FRRR, Dome, Fees for some of the workshops

**Other In-Kind Contribution:** \$12,900

**Requested Amount from Council:** \$5,000.00 ex GST

**Total Project Cost:** \$16,360.00

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

No Applications Received

***Triennium Community Grant (3 year approval) Minor or Major***

No Applications Received

**Additional Comments:**

Community Financial Assistance Program Grant Budget 2016/2017: \$19,000 ex GST

Total cash contribution requested excluding GST: \$12,140.90

Recommended cash contribution: \$12,140.90 ex GST

Total in-kind contribution requested: labour and facilities to assist events

Recommended amount: All requested items

**Statutory Environment:**

Nil.

**Policy Implications:**

Nil.

**Financial Implications:**

Sufficient funds are allocated in Councils 2016/2017 Budget to cover the cost of the recommended grant contributions.

**Strategic Implications:**

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

Community and Culture

- Lifestyle

**Advisory CFAP Committee Recommendation:**

**OC/16** That Council approves the following applications for funding through the Community Financial Assistance Program:

1. \$1,000 ex GST to Katanning Speedway Club for purchase of shade sails.
2. \$4,500 ex GST to Katanning Lions Club for A Class Entertainment hire.
3. \$700 ex GST to Apex Club of Katanning for full venue hire and associated costs upon confirmation of the final quote of the Katanning Leisure Centre.

4. **\$940.90 ex GST to National Seniors Australia Katanning Branch for full venue hire and associated costs of the Katanning Leisure Centre.**
5. **\$5,000 ex GST to Katanning Landcare for the Katanning Eco Week 2016.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

#### **10.4 EXECUTIVE MANAGER, PROPERTY & ASSETS REPORTS**

#### **10.5 DEPUTY CHIEF EXECUTIVE OFFICER**

#### **10.6 CHIEF EXECUTIVE OFFICER'S REPORTS**

##### **10.6.1 Procurement and Purchasing Probity Audit**

**File Ref:** FM.AU.4  
**Reporting Officer:** Julian Murphy, Chief Executive Officer  
**Date Report Prepared:** 20 July 2016

**Issue:**

To consider the Shire of Katanning Purchasing and Probity Audit Report 2016 prepared by the Department of Local Government and Communities.

**Body/Background:**

The Chief Executive Officer on commencement in the role has undertaken a number reviews of policies, practices and procedures of the Shire of Katanning with a view to implementing a better practice improvement program across the organisation.

Discussions by the Chief Executive Officer with senior officers from the Department of Local Government and Communities resulted in the Department undertaking a probity audit of the Shire of Katanning's procurement and purchasing procedures on 30, 31 March and 1 April 2016.

The probity Audit Report has been provided under separate cover for Councillors' consideration. The Report has made 12 recommendations which will need to be addressed.

The Probity Audit has found that the Shire of Katanning is not compliant with some of the provisions of the *Local Government Act 1995* and has not followed proper standards of practice in some areas.

The Report recommends that Council review its policies and procedures and that Staff undergo training in procurement practices to ensure the application of proper procedures that are compliant with legislation.

The Report also recommends that Council reviews the operation of its committee structure and develops terms of reference for each of its committees.

**Officer's Comment:**

The Department of Local Government and Communities requires Council to address each of the recommendations contained in the Audit Report by adopting an implementation plan. The Chief Executive Officer has prepared an Action Plan relating to the Shire of Katanning 2016 Procurement and Purchasing Probity Audit which is attached for Council's consideration.

**Statutory Environment:**

*Local Government Act 1995*

**Policy Implications:**

The Probity Audit Report recommends a review of Council Policies to ensure compliance with legislation.

**Financial Implications:**

A review of systems and procedures as recommended in accordance with Audit Regulation 17 may require additional outside resources.

**Strategic Implications:**

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

Development and Leadership

- Governance

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

**OC/16**

**That Council:**

- 1. Receives the Shire of Katanning Purchasing and Probity Audit Report 2016 prepared by the Department of Local Government and Communities; and**
- 2. Endorses the Shire of Katanning 2016 Procurement and Purchasing Probity Audit Action Plan prepared by the Chief Executive Officer.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.6.2      Tenders for Providing Goods or Services – Delegation to the CEO**

**File Ref:** GV.AT.1  
**Reporting Officer:** Julian Murphy, Chief Executive Officer  
**Date Report Prepared:** 20 July 2016

**Issue:**

To review the delegation of powers to the Chief Executive Officer to call tenders and determine the tender evaluation criteria in accordance with the *Local Government Act 1995 and Regulations*.

**Body/Background:**

In accordance with *section 5.42 of the Local Government Act 1995*, a local government is able to delegate some of its powers and duties to the Chief Executive Officer.

Council has currently delegated authority to the Chief Executive Officer to call tenders where required.

The *Local Government (Functions & General) Regulations, Regulation 14(2a)* requires that a Local Government determine the evaluation criteria before tenders are publicly invited. This function is not currently delegated to the Chief Executive Officer.

**Officer's Comment:**

In order to facilitate an efficient process when calling tenders as well as ensuring compliance with relevant legislation, it is recommended that Council extends the current delegation to the CEO to call tenders to include determining the evaluation criteria before tenders are publicly invited.

**Statutory Environment:**

*Local Government Act 1995:*

- *section 5.42 - Delegation of powers and duties to the CEO*
- *section 3.57 - Tenders for providing goods or services*

*Local Government (Functions & General) Regulations 1996:*

- *Part 4 – Provision of goods and services*

**Policy Implications:**

Nil.

**Financial Implications:**

Nil.

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

Development and Leadership

- Governance

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

**OC/16** That Council in accordance with section 5.42 of the Local Government Act 1995 delegates to the Chief Executive Officer the power to:

- a. Invite any tenders; and
- b. determine any evaluation criteria before tenders are publicly invited,

under section 3.57 of the Local Government Act 1995 and Part 4 of Local Government (Functions & General) Regulations 1996.

**Voting Requirement:** Absolute Majority

CARRIED/LOST:

**10.6.3**        **Southern Dirt Techspo 2017**

**File Ref:** RC.AR.2  
**Reporting Officer:** Julian Murphy, Chief Executive Officer  
**Date Report Prepared:** 20 July 2016

**Issue:**

To consider support for the Southern Dirt Techspo 2017.

**Body/Background:**

Southern Dirt is a grower group that aims to grow the productivity and profitability of mixed farming in the southern region of Western Australia.

In 2015 Southern Dirt ran an Expo in Katanning which focused on technology and innovation in agriculture. The 2015 event attracted over 200 people which encouraged the group to consider holding a larger event in 2017.

Southern Dirt is looking to hold the event in Katanning in 2017 and is seeking Council support for the following:

- \$15,000 - \$20,000 cash contribution,
- In kind use of the Katanning Leisure Centre and staff,
- Access to approximately 20 hectares of land adjacent to the Katanning Leisure Centre for field trials etc.

The group is looking to grow the event from 2015 to attract visitors from all around Australia and develop the Techspo into the premier event in Western Australia focusing on technology and innovation in the farming sector.

The group will be seeking sponsorship from a range of commercial and government bodies. A copy of the Southern Dirt Techspo proposal is attached for Council consideration.

**Officer's Comment:**

The event is due to be held in September 2017 falls within the 2017/18 financial year and should Council agree to support the event, Council would not have to make a financial commitment until next year.

The land adjacent to the Katanning Leisure Centre is currently leased by Council to farmers until April 2018. If Council agrees to support the event the Shire will need to negotiate the use of the land with the current lessee and Southern Dirt. Katanning Landcare has also recently expressed an interest in the land for community cropping purposes and has indicated a willingness to work with Southern Dirt should Council support the use of the land for the Techspo. Any arrangement for the use of the land by Southern Dirt and Katanning Landcare will need to be subject to a separate lease agreement to be approved by Council at a later date.

The Southern Dirt Techspo has the potential to develop into a major event on the farming calendar and attract a large number of visitors and business to Katanning. This event provides Council with a unique opportunity to build on its economic development initiatives and raise the profile of Katanning and the surrounding districts.

**Statutory Environment:**

*Local Government Act 1995*

**Policy Implications:**

Nil.

**Financial Implications:**

Possible cash donation of up to \$20,000 from the 2017/18 budget and in kind contribution of staff time and facilities

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

Development and Leadership

- Economic Development

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

**OC/16**

**That Council:**

- 1. Provides in principle support for the Southern Dirt Techspo to be held in Katanning in 2017;**
- 2. Considers in the 2017/18 budget, a \$20,000 cash contribution and in-kind support for the event including the use of the Katanning Leisure Centre facilities and staff time; and**
- 3. Authorises the CEO to negotiate with the current Lessee the use of the land adjacent to the Katanning Leisure Centre for the event and a potential community cropping program with Katanning Landcare.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:



**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 \_\_\_ pm