



Shire of  
**Katanning**  
Heart of the Great Southern

'A prosperous, vibrant and diverse community working together.'

**NOTICE OF A  
ORDINARY COUNCIL MEETING**

Dear Council Member

The next Ordinary Council Meeting of the Shire of Katanning will be held on  
Tuesday 24 July 2018, in the Shire of Katanning Council Chambers,  
14 Austral Terrace, Katanning, commencing at 6:00pm.

Julian Murphy  
**CHIEF EXECUTIVE OFFICER**  
Thursday 19 July 2018

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 John Goodheart  
Cr Danny McGrath  
Cr Serena Sandwell  
Cr Martin Van Koldenhoven  
Cr Owen Boxall  
Cr Ernie Menghini  
Cr Kristy D'Aprile

Council Officers: Julian Murphy, Chief Executive Officer  
Lisa Hannagan, Executive Manager Finance and Administration  
Sam Davis, Executive Manager Projects and Community Building  
Andrus Budrikis, Executive Manager Property and Assets  
Paul Webb, Executive Manager Infrastructure and Development  
Libby French, Manager Finance  
Sophie Justins, Executive Assistant to CEO

Gallery:

Media:

Apologies:

Leave of Absence:

**3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE****4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS****5. PUBLIC QUESTION/STATEMENT TIME****6. APPLICATIONS FOR LEAVE OF ABSENCE****7. PETITIONS/DEPUTATIONS/PRESENTATIONS****8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING****8.1 Ordinary Council Meeting – 26 June 2018  
(SEE ATTACHED MINUTES)**

**OC/18** That the minutes of the Ordinary Council Meeting held on Tuesday 26 June 2018 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 EXECUTIVE MANAGER INFRASTRUCTURE & DEVELOPMENT REPORTS****10.1.1 Development Application – Lot 3 (114) Clive Street, Katanning  
(ATTACHMENT)**

**File Ref:** A50 201718043 Ref: 2018-09 (4Q)  
**Reporting Officer:** Delma Baesjou – Consultant Planner  
**Date Report Prepared:** 13 July 2018

**Issue:**

To consider an application for extensions to the Veterinary Clinic at Lot 3 (114) Clive Street, Katanning. The proposal is for a holding yard, colorbond® boundary fencing and shelter, concrete hardstand and an equine restraint (crush). This will allow the operators to treat large animals (horses) and production animals (sheep and goats) in addition to small animals.

**Body/Background:**

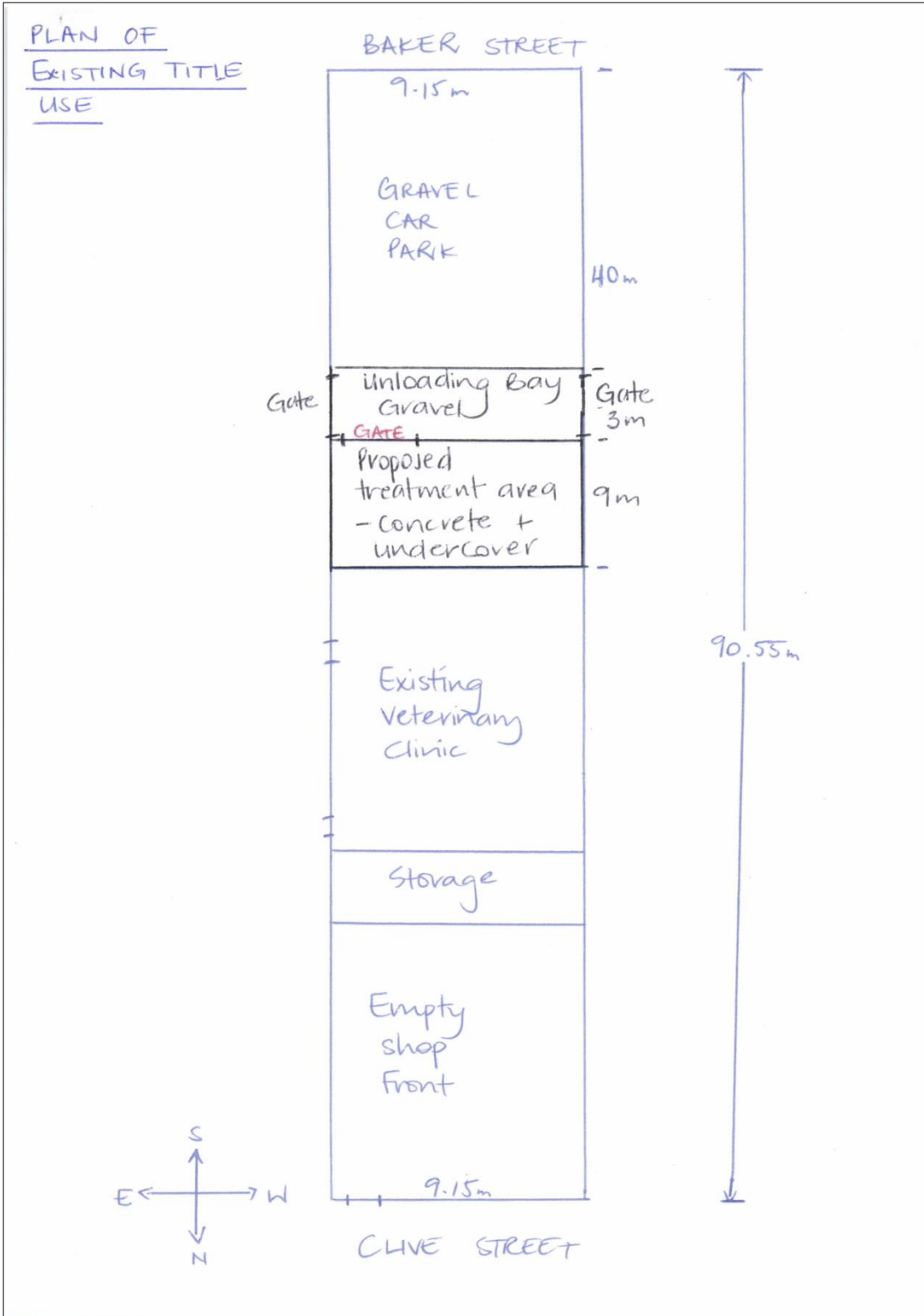
The subject land has frontage to both Clive Street and Baker Street. The existing veterinary premises occupy the central portion of the site (behind a vacant shop) and the gravel carpark is accessible via Barker Street. The lot is 826m<sup>2</sup> in area. It is quite narrow (90.53m deep and 9.12m wide), typical of main street lots in rural townsites.

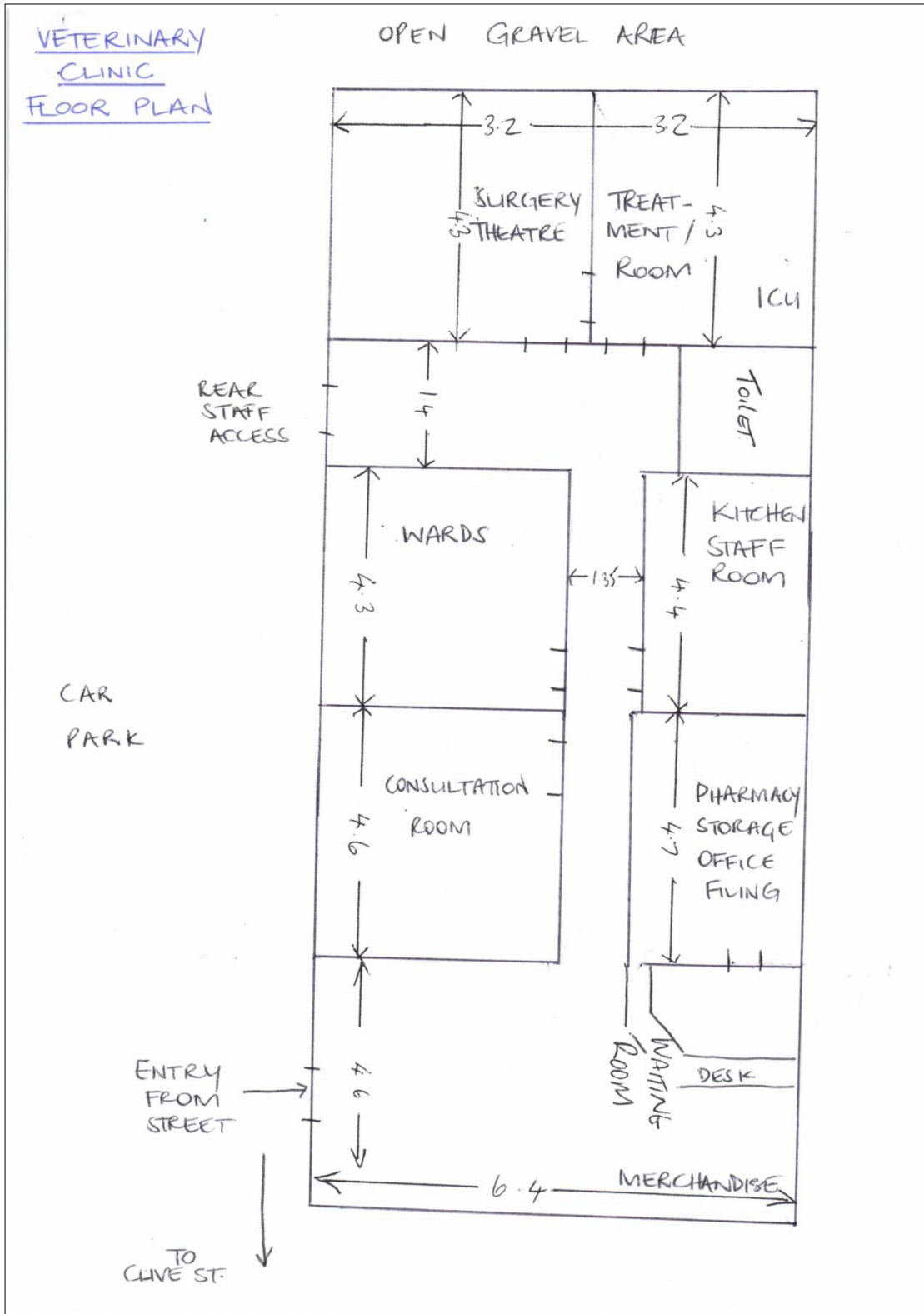


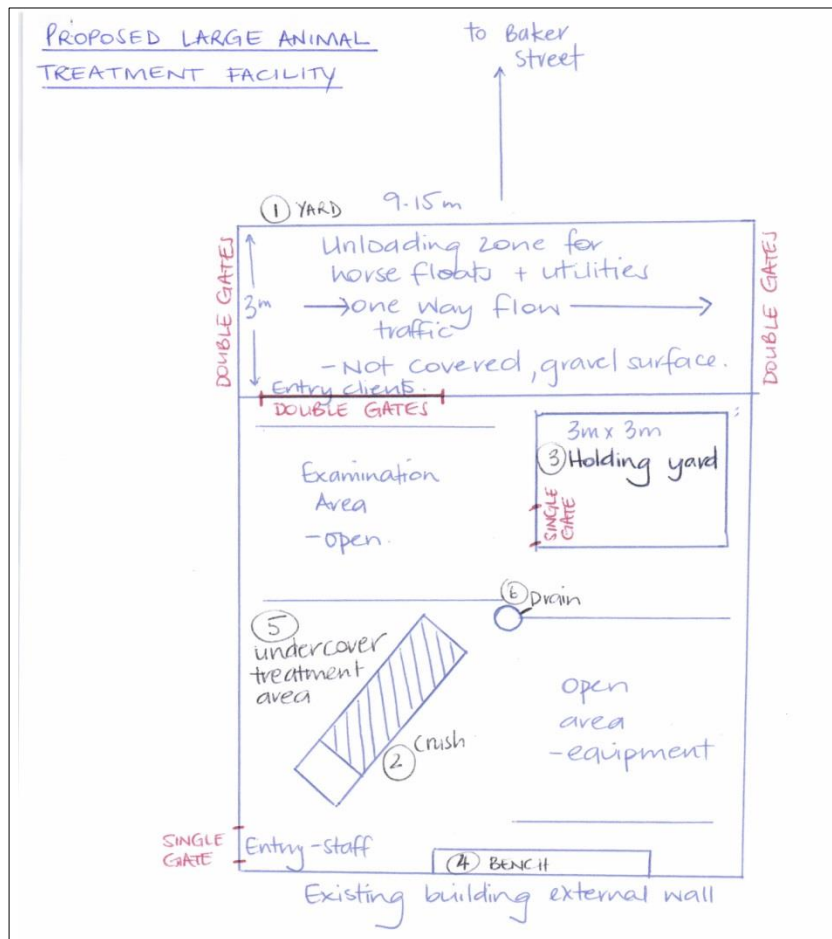
Image of Subject Land – Lot 3 (114) Clive Street, Katanning. Source: Landgate (Aerial 2017)

On 6 April 2018 the Shire received a Development Application for extensions to the Veterinary Clinic at Lot 3 (114) Clive Street. Concept plans for the proposed treatment area and fenced unloading bay follow over leaf.

The proponent's supporting letter is Attachment A.  
Plan







Description of Areas Within Large Animal Treatment Facility

- 1) Yard
  - a. Dimensions 3m x 9.15m
  - b. Gravel floor
  - c. Fence on south wall to be
    - i. steel chain mesh
    - ii. 6ft high
    - iii. Steel pipe strainers 3in diameter
  - d. Double gates
    - i. Steel construction 2x 1.5m length
    - ii. On both east and west face
- 2) Equine purpose built crush/ stocks facility for safe handling of horses
  - a. Fixed 5in steel posts
    - i. 2.5m high
    - ii. 1m wide
    - iii. 2.5m length
  - b. Walk in and walk out
  - c. Concrete floor
  - d. Removable sides
- 3) Holding yard
  - a. Dimensions 3m x 3m
  - b. Fixed panels
  - c. Steel construction
  - d. 1.6m high
- 4) Stainless steel bench and sink
  - a. Attached to existing building
  - b. Hot and cold water
- 5) Undercover treatment area
  - a. Fixed shelter from existing building
    - i. 9m x 9.15m
    - ii. Galvanised tin sheeting
    - iii. Steel fixed posts
  - b. Concrete floor sloping to a central drain'
    - i. Designed to be hosed easily into drain
  - c. Colour bond fence surrounding area
    - i. To be on east, west and south face
    - ii. 8ft high
    - iii. On south face colour bond gates x2 1.5m wide
- 6) Commercial waste drain
  - a. Centrally placed in concrete floor
  - b. To certify with Water corp specifications.



In March 2015 the Council granted Planning Approval for Lot 3 (114) Clive Street, Katanning to be used for the purpose of Veterinary Clinic.

The Conditions included:

- No large animal operations being conducted at this site; and
- No animals to be housed at the site overnight.

[Refer Item 10.2.1 25 March 2015 - Attachment B]

The 2018 proposal is considered to be beyond the scope of the 2015 Veterinary Clinic approval. Accordingly, on 27 April 2018, in accordance with the procedure outlined in Clause 82, Division 2 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, the Acting CEO exercised delegation and authorised advertising of the proposal. A notice was published in the local newspaper, on the Shire website and notice board. Letters were sent to the adjoining landowners and occupiers inviting comment on the proposed extension.

The submission period closed on 24 May 2018. Seventy nine (79) responses were received comprising:

- 9 letters/written comments - 7 objecting, 1 neutral and 1 supporting; (refer attachment C)
- 26 'return slips' citing *"the increased public health risk to Katanning residents and visitors. Livestock transport vehicles, horse floats, large trailers and etc in Clive Street...."* (lower portion of the full page private advertisement – refer attachment D);
- A "petition" with 44 signatures, headed *"Object to the proposal by the Kojonup Vet to erect a facility to treat livestock and horses in the middle of town"* (refer attachment E).

The owners of Lot 1 (116) Clive Street provided written support for the proposal, including acknowledgement and approval for vehicle access across their adjoining property.

The owners of Lot 204 (110) Clive Street have written to Council objecting to the proposal on the following grounds:

- The car park located at the rear of 110 Clive Street (Commonwealth Bank of Australia Premise) is used by staff and customers. The Bank has concerns that possible noise and smell from the proposal will impact on the Bank's premise;
- The proposal has no provision for erecting a wall between the two properties, but instead the proposal appears to be levering off the Commonwealth Bank car park.
- If the Development Application proposal includes access via the car park owned by the Commonwealth Bank, the Bank hereby objects to the proposal on the basis that access cannot be granted to the Vet for vehicular and or pedestrian use.

**Officer's Comment:**

The subject land is zoned 'Commercial' under the Shire of Katanning Local Planning Scheme No. 5 (LPS5). Veterinary Centre is a 'Discretionary' (D) use under LPS5 i.e. not permitted unless the local government has exercised its discretion by granting development approval.

The application was assessed, based on the requirements set out in LPS5 and the matters listed in Clause 67, Part 9 Schedule 2 of Planning and Development (Local Planning Schemes) Regulations 2015.

Division 2, Clause 38 of LPS5 includes the following definition:

**Veterinary centre** means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders;

Clause 9 of LPS5 includes the following relevant aims of the scheme:

(b) Community Growth and Diversity

Provide opportunities for growth of the Katanning townsite and reinforce its status as a regional centre to accommodate a growing and diverse community with a strong sense of place, heritage and achievement.

(c) Economic Growth

Strengthen and diversify the Shire of Katanning's economic base by providing an overall pattern of land use and development flexibility that supports existing businesses and provides for expansion of the economic base by encouraging new business and industry.

Table 2, Clause 16 Part 3 of LPS5 sets out the following objectives for the commercial zone:

- To provide for a range of shops, offices, restaurants and other commercial outlets focussed on Clive Street and Austral Terrace that increase activity and contribute to the town's regional centre status.
- To maintain the compatibility with the general streetscape, or improve the existing streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.
- To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality and, in particular:
  - (a) Promotes the renovation, adaptation and re-use of recognised heritage buildings and places;
  - (b) Incorporates spaces for street furniture, public art, social interaction and activities that add vibrancy to the town;
  - (c) Provides for weather protection for pedestrians along footpaths;
  - (d) Provides for efficient and safe movement and parking of vehicles;
  - (e) Incorporates landscaping of the lots and car parking areas.

The following table lists the relevant matters that Council is required to consider under the current regulations, together with planning comments related to this application.

<b>Matter</b>	<b>Relevance</b>	<b>Comment</b>
(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 Veterinary Centre (Extension) is consistent with the objectives and intent of the zone and LPS5.
(k) The built heritage conservation of any place that is of cultural significance.	No	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	Lot 114 adjoins the Commonwealth Bank MHI site ref: A294 Category 1, Conservation Essential. Negligible impact, if any.
(m) The compatibility of the development with its setting including the relationship of the	Yes	This proposal represents a minor extension and is unlikely to have

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.		any significant impact on the streetscape.
(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	Extension of the land-use to include treatment of large animals will have some impact on amenity in regard to noise, odour and traffic. Subject to compliance with relevant legislation and best practice any potential impacts can be managed.
(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.	Yes	The proposed extension will be connected to the reticulated sewer system and is unlikely to have any significant impact on the natural environment or water resources.
(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.	Yes	LPS5 requires 5% of the site to be Landscaping. None is shown on the concept plan. Details may be provided subsequently; Refer recommended Conditions 1 & 7.
(q) The suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk.	Yes	Katanning is recognised as being at risk of townsite salinity. Combined with high groundwater and clay soils, this can be problematic for on-site stormwater management, although not considered to be a significant risk in this instance. Standard stormwater management conditions will apply.
(r) The suitability of the land for the development taking into account the possible risk to human health or safety;	Yes	Concerns have been raised through the public submissions. Appointed EHO advises no particular concerns, risks to human health and safety considered to be appropriately managed through relevant Legislation.

<p>(s) The adequacy of:</p> <p>(i) The proposed means of access to and egress from the site; and</p> <p>(ii) Arrangements for the loading, unloading, manoeuvring and parking of vehicles.</p>	Yes	<p>Dual frontage site - Existing crossover to Baker Street with informal customer and staff parking and unloading/loading and pedestrian access via walkway to Clive Street.</p> <p>Access to and from the site, particularly for horse floats and trailers, is constrained given that the property is only 9.12 metres wide. Consequently, access across adjoining Lots 1 and 204 will be required. As Lot 1 is owned by the same landowner as Lot 3, the proponent will need to enter into a lease or appropriate agreement with owner of Lot 1 to utilise the property for access. An easement will be required over Lot 204 which is separately owned. In order to guarantee access it will also be necessary to prepare a detailed parking plan for Lots 1, 3 &amp; 204 and to construct it so that accessways and car parking can be marked out and appropriate signage provided. Refer recommended Conditions 1, 5 &amp; 6.</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>	Neutral	<p>Development may result in slight increase in vehicle movements.</p>
<p>(u) The availability and adequacy for the development of the following:</p> <p>(i) Public transport services;</p> <p>(ii) Public utility services;</p> <p>(iii) Storage, management and collection of waste;</p> <p>(iv) Access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);</p> <p>(v) Access by older people and people with disability</p>	Neutral	<p>Issues i, iv and v (public transport services and access for pedestrians, cyclists and non-motorised transport) of limited significance given 'expansive' nature of land use and scale of farm implements displayed and serviced.</p> <p>If required, water, waste water and power are operational matter for the proponent.</p> <p>Management of solid waste and refuse by developer, to LG specifications.</p>

		Commercial premises and parking to satisfy relevant standards re: accessibility.
(w) The history of the site where the development is to be located;	Yes	Planning Consent for Veterinary Centre issued in 2015. No record of complaints for existing landuse. Concerns raised during advertising of current Application for Extension to structure and landuse.
(x) The impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;	Neutral	Development of the site and extension of the land use represents growth and intensification of an existing activity.

In regard to the proposed extension to the Veterinary Centre, relevant site & development requirements for the commercial zone, as set out in Table 3 and Part 4 of LPS5 are addressed generally above, and in more detail below.

Parking and access requirements in item 3 of table 8 include:

- (6) The Local Government shall require an area to be provided on-site other than a car parking bay, for the loading and unloading and servicing or dispatch or receipt of goods and materials associated with any commercial or industrial use. All loading and servicing areas and associated vehicle crossings required to be provided shall comply with the following requirements:
  - (a) Be located, constructed, drained, paved, lit and screened from public view to the satisfaction of the Local Government;
  - (b) Designed to ensure that vehicles using them are able to enter and leave the premises in a forward gear;
  - (c) Constructed to prevent traffic conflict with any adjoining vehicle crossovers, parking areas, public roads or rights- of-way;
  - (d) Be marked on-site and permanently retained for that exclusive use;
  - (e) Be suitably designed and treated to ensure that activities carried out in the loading and service area do not cause nuisance to adjoining land uses due to the emission of noise, dust, smoke, light or other pollutants; and
  - (f) No person shall alter any loading or service area forming part of a planning approval for a development without having first obtained the subsequent planning approval of the Local Government.

As noted in the table above, matter(s), compliance with parking and access requirements is necessary in order for the proposed extension of the Veterinary Clinic to function.



Rear view of existing premises (from Baker Street) showing crossover and parking area.

Clause 7 requires Landscaping equal to 5% of the site area 'to complement the appearance of the town centre area'. No landscaping is provided on site and none is shown on the concept plan. Recommended Conditions 1 and 7 relate.

Details relating to on-site stormwater management had not been provided at the time of preparing this report, pending Council's determination of the additional setback relaxations. Given the extensive area of hardstand/impervious surface proposed for this development, the soil types and the possible implications for drainage infrastructure, it is appropriate that this information is submitted for assessment and approval prior to the issue of a Building Permit. Recommended Conditions 1 and 4 relate.

Should the Council choose to support the proposed extension, supplementary information and technical details can be provided subsequent to Council's determination of this Development Application. Clause 74 - Approval subject to later approval of details of the LPS regulations sets out:

- (1) The Local Government may grant development approval subject to a condition that further details of any works or use specified in the condition must be submitted to, and approved by, the local government before the developer commences the development.
- (2) The Local Government may only impose a condition referred to in subclause (1) if the Local Government is satisfied that the further matters that are to be approved would not substantially change the development approved.

Utilising this mechanism will enable assessment and finalisation at Officer level without the need for a further report to the Council.

When deciding whether to approve the proposed extension to the Veterinary Clinic or not, the key planning considerations relate to the potential impact that bringing large animals will have on amenity in regard to firstly noise, odour and traffic and secondly whether the proposal can meet parking and access requirements.

**Statutory Environment:**

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Local Planning Scheme No. 5

Shire of Katanning Local Law Part XII – Fencing

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

The Commonwealth Bank on the adjoining site at Lot 204 (110) Clive Street (A294) is listed in the Municipal Heritage Inventory (MHI) as a Category 1 Site –Conservation Essential. As set out in the MHI “The bank represented the economic growth and stability of the Shire of Katanning and its survival through the Depression years. The building also has some architectural and aesthetic significance, despite the 1960s extensions, which are fairly non-intrusive.”

It is considered, the proposed addition and fencing at the rear of Lot 3 (114) Clive Street will not have any impact or implications for the nearby Heritage listed property.

Under LPS5 and the new Planning Regulations, the proposed 1.8m high colorbond® boundary fencing, and 1.8m rear link-mesh fence requires Development Approval because it involves ‘works’.

Works, in relation to land, means:

- (a) Any demolition, erection, construction, alteration of or addition to any building or structure on the land; and
- (b) The carrying out on the land of any excavation or other works.

Clause 8.1.2 (b) (iii) of the Shire’s previous Scheme (TPS4) specified that boundary fencing did not require Planning Approval. No such exemption applies under LPS5.

Elements of the 1997 Shire of Katanning Local Law Part XII – Fencing are relevant. Clauses 12.3 and 12.4 provide for fencing up to 1.8m in height. Division 3 outlines acceptable materials, including tubular steel. Division 6 deals with Fences in Business and Industrial zones, and provides for ‘a wire link mesh fence of not more than 1.8m in height’. The Local Law provides specific details for the use of corrugated self-supporting fibro cement fencing and link mesh fences, however it is silent on the use contemporary materials including metal sheeting i.e. ‘neetascreen’, and ‘colorbond’. Notwithstanding some minor inconsistencies with the 1997 Local Law regarding materials, the proposed Fencing accords with the height requirements and the intent of the Shire of Katanning Local Law Part XII – Fencing.

**Policy Implications:**

Nil

**Financial Implications:**

In accordance with the published schedule of Fees and Charges, an Application Fee of \$147.00 has been paid; Receipt no: 240861. Advertising costs will be recouped.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY		BUILT ENVIRONMENT
ASPIRATION	B2	Places for the community to live, work and connect.
OBJECTIVE	B2.3	Orderly development (Town Planning).
OBJECTIVE	B2.2.2	Aid the strategic development of spaces to facilitate service delivery, employment and recreation.
PRIORITY		ECONOMIC
ASPIRATION	E3	Sustainable economic and population growth.
OBJECTIVE	E3.2	Continue to build Katanning's reputation as a strategic sub-regional service centre and economic hub.
OBJECTIVE	E3.2.3	Attract business and investment opportunities.

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

Should Council decide to support the proposal, it is recommended that Council:

**OC/18** That Council grants Development Approval for Lot 3 (114) Clive Street, Katanning for the purpose of Veterinary Centre (Extension – covered Treatment Area for Horses, sheep and goats, holding crush and fenced Loading Area) subject to:

- 1) Submission of all necessary accompanying Stormwater Drainage Design, Access, Parking and Landscaping information and material as specified in Clause 63, Part 8 Schedule 2 of the the Planning and Development (Local Planning Schemes) Regulations 2015 for approval by the Executive Manager Infrastructure and Development prior to commencement of site works.
- 2) Development is to be generally in accordance with approved plans.
- 3) The new structures, including fences shall be aligned to, or within the property boundary.
- 4) All stormwater runoff from the new structure to be adequately controlled on-site. Any connection to the district drainage system is to be to the satisfaction of the Executive Manager of Infrastructure & Development.
- 5) Construction and maintenance of internal accessways, loading, maneuvering and parking areas is the responsibility of the developer.
- 6) Formalisation of access arrangements across Lot 1 by way of a lease or appropriate legal agreement and access across Lot 204 by way of an Easement to the benefit of Lot 3.
- 7) Installation and maintenance of landscaping areas in accordance with the approved plan of landscaping.
- 8) No Animals to be housed at the site overnight.

**Advice Notes**

- I. Any damage or disruption to infrastructure within the road reserves is to be remediated at the proponent's cost
- II. Any alterations or upgrading of the crossover to be in accordance with the Shire of Katanning specifications and requirements.
- III. Maintenance of the crossover is the responsibility of the developer.



- IV. This Development Approval does not constitute a Building Permit.**
- V. Future use and development is to comply with the Building Code of Australia and relevant Health and Environmental statues**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**Alternatively, should Council decide not to support the proposal, it is recommended that Council:**

**OC/18 Refuse to Grant Development Approval for Lot 3 (114) Clive Street, Katanning for the purpose of Veterinary Centre (Extension – covered Treatment Area for Horses, sheep and goats, holding crush and fenced Loading Area) on the following grounds:**

- 1) The proposed development would have a detrimental impact on the amenity of the adjoining properties and the town centre.**
- 2) The treating of large animals is considered to be incompatible with landuses in the main street.**
- 3) Insufficient on-site parking is available for staff and customers.**
- 4) The constrained nature of the site and inadequate provision for the loading and unloading of vehicles associated with the commercial landuse.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.1.2      5 Year Bridge Maintenance Plan**  
(ATTACHMENT)

**File Ref:** RD.PG.1  
**Reporting Officer:** Paul Webb, Executive Manager Infrastructure & Development  
**Date Report Prepared:** 21 June 2018

**Issue:**

For Council to consider endorsement of a 5 year bridge maintenance plan.

**Body/Background:**

The Shire of Katanning administration is currently in the process of developing strategic and corporate plans. Part of this process is to develop 5 and 10 year plans for community assets.

Council currently own three bridges which fall under inspection regime by Main Roads Department (MRD) Western Australia, being;

- Clive Street Bridge 0652, slk 1.68
- Warren Rod Bridge 4291, slk 0.22
- Warren Road Bridge 4292, slk 17.00 (Daping Creek)

MRD will undertake bridge inspections on a general 5 year cycle, providing reports to Local Government on works required for low level general maintenance, preservation or capital upgrade.

Last report of bridge condition was undertaken in 2014 with next review scheduled for 2019.

Larger works can be partially funded through MRD with 1/3 (Council) 2/3 (MRD) application process, dependant on priority and appropriateness of proposed works.

Reports supplied only allow for forward planning to a 5 year period. This information has been compiled by the Executive Manager Infrastructure Development to create a proposed 5 year plan, for Council to consider.

**Officer's Comment:**

For the purpose of good future planning, a review of current asset groups is required so that council can make informed decisions on how to financially manage community assets. By taking a considered approach to asset maintenance, Council reduces the risk of public liability both in actual injury and in financial compensation. In addition, maintaining an asset has positive aesthetic appeal to our townsite.

Bridge inspections are undertaken under processes set by MRD, with no, or very limited input by Shire staff. The rating system used is a 1-3 priority list, where;

- 1-High Priority, work within 3 years
- 2-Medium Priority, Work within 4-6 years
- 3-Low Priority (monitor), pending reassessment

Based upon the inspection reports provided to the Shire on 2014, the Officer has compiled a list of works (attached) for Councillor consideration.

Work has been broken into two parts, works that can be conducted by Staff, and works by contract. Staff work can generally be seen as maintenance works and may be undertaken under

normal maintenance funding by the Shire maintenance team. Examples of this work would involve spraying under bridges, removal of trees or substantial growth from around abutments, and minor non-structural repairs and cosmetic work. Items have been listed so that Council is aware that the action has been identified in the MRD report, and by consideration of this item that Staff will progress the requested works.

Of the larger contractor proposed works, some forward planning is required. As a request for funding will be required, approval of this document will enable the administration to make application pending the next financial cycle (application next year, funding the year following). Estimates have been requested by relevant contractors, although prior to work MRD will provide detailed plans of proposed works enabling a more refined quotation process.

As this process is predominantly managed by MRD, Staff cannot develop a detailed 10 year plan in this project area. This plan will be reviewed as MRD provide updated inspection reports.

**Statutory Environment:**

Local Government Act 1995, Part 5, Division 5, s.5.54 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.

**Policy Implications:**

Nil

**Financial Implications:**

Identifies a priority list of projects only.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.1	Sustainably manage current and future assets and infrastructure

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

**OC/18**            **That Council endorses the 2018/2019 – 2022/2023, 5 year bridge maintenance plan as a priority list of works, for consideration in the 2018/2019 budgetary deliberations, and other associated infrastructure long term plans.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

## 10.2 EXECUTIVE MANAGER FINANCE & ADMINISTRATION REPORTS

### 10.2.1 Schedule of Accounts (ATTACHMENTS)

**File Ref:** FM.FI.4  
**Reporting Officer:** Libby French, Manager Finance  
**Report Prepared:** 20 June 2018

#### **Body/Background:**

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

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

Month	Cheques 2017/18	EFT Payments 2017/18	Direct Debits 2017/18	Credit Card 2017/18	Payroll 2017/18	Trust 2017/18	Total Payments 2017/18
July	2,094.85	489,112.68	339,827.72	0.00	306,119.77	5.42	1,137,160.44
August	2,811.70	1,522,631.19	312,531.27	5,770.39	339,435.06	1,212.68	2,184,392.29
September	11,566.95	673,455.54	207,121.69	9,182.67	512,962.08	0.00	1,414,288.93
October	1,593.85	609,769.21	311,427.60	6,525.35	136,693.64	777.84	1,066,787.49
November	5,708.35	770,537.18	335,679.48	0.00	489,261.53	339.90	1,601,526.44
December	1,595.12	862,079.95	284,881.78	0.00	305,441.24	0.00	1,453,998.09
January	22,086.92	571,328.07	285,146.70	30,166.65	297,912.30	283.25	1,206,923.89
February	48,222.57	837,972.25	281,479.76	2,125.15	303,402.18	0.00	1,473,201.91
March	58,849.47	1,396,713.97	304,833.01	0.00	310,768.18	0.00	2,071,164.63
April	40,842.08	875,751.87	291,588.94	6,862.26	319,715.60	2,823.66	1,537,584.41
May	18,030.32	1,306,224.22	527,860.16	19,149.13	503,871.73	396.55	2,375,532.11
June	58,983.21	1,556,831.26	352,702.23	0.00	317,293.56	0.00	2,285,810.26
<b>Total</b>	<b>272,385.39</b>	<b>11,472,407.39</b>	<b>3,835,080.34</b>	<b>79,781.60</b>	<b>4,142,876.87</b>	<b>5,839.30</b>	<b>19,808,370.89</b>

#### **Officer's Comment:**

The schedule of accounts for the month of June 2018 are attached.

#### **Statutory Environment:**

Local Government (Financial Management) Regulations 1996.

#### **Policy Implications:**

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

#### **Financial Implications:**

Expenditure in accordance with the 2017/18 Annual Budget.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

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

**OC/18** That Council endorses the Schedule of Accounts as presented, being cheques 42048-42051 totalling \$58,983.21, EFT payments 25180-25393 totalling \$1,556,831.26, direct payments totalling \$352,702.23 authorised and paid in June 2018.

**Voting Requirement:** Simple Majority.

CARRIED/LOST:

## 10.2.2 Monthly Financial Reports (ATTACHMENTS)

**File Ref:** FM.FI.4  
**Reporting Officer:** Libby French, Manager Finance  
**Report Prepared:** 20 June 2018

### **Body/Background:**

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

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

### **Officer's Comment:**

A variance report is included with the monthly financial statements.

### **Statutory Environment:**

Local Government (Financial Management) Regulations 1996.

### **Policy Implications:**

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

### **Financial Implications:**

Monthly Statement of Financial Activity.

### **Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

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

**OC/18** That Council adopts the Statement of Financial Activity for the month ending 30 June 2018, as presented.

**Voting Requirement:** Simple Majority.

CARRIED/LOST:

### 10.2.3 Councillor Resignation (ATTACHMENT)

**File Ref:** GV.CG.13  
**Reporting Officer:** Lisa Hannagan, Executive Manager Finance & Administration  
**Date Report Prepared:** 12 July 2018

**Issue:**

The consider the resignation of Councillor Alep Mydie.

**Body/Background:**

Councillor Alep Mydie has resigned from the Shire of Katanning, as of Tuesday 10 July 2018.

**Officer's Comment:**

Councillor Mydie was re-elected in October 2017 and his current term expires in 2021.

The next Ordinary Local Government Elections will be held in October 2019.

It is considered prudent, from a financial perspective, to use the provision of the *Local Government Act 1995* to seek approval from the Electoral Commissioner for this Councillor position to remain vacant until October 2019. At that election, the position would be for a two-year term to align with our current schedule.

Attached to this agenda item is a quotation from the WA Electoral Commission.

**Statutory Environment:**

Under Section 4.8 of the *Local Government Act 1995*, if the office of a Councillor becomes vacant (resignation) an election to fill the Office is to be held.

Under Section 2.32, if an extraordinary vacancy occurs:

- In a district that has no wards; and
- At least 80% of the number of offices or members of the Council in the district are still filled.

The Council may, with the approval of the Electoral Commissioner allow (absolute majority) the vacancy to remain unfilled.

**Policy Implications:**

Nil.

**Financial Implications:**

If Council makes application to the Electoral Commissioner to allow the vacancy to remain unfilled until the 2019 Council elections, there will be a saving of approximately \$11,000 over the 18/19 financial year in sitting fees and allowances.

If Council consider an extraordinary election to be appropriate, the additional expense to 18/19 budget would be \$16,500.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

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

**OC/18** That Council seeks approval under Section 4.17(3) of the *Local Government Act 1995* from the WA Electoral Commissioner to allow the vacancy caused by the resignation of Councillor Mydie to remain unfilled until the October 2019 Ordinary Local Government Elections.

**Voting Requirement:** Absolute Majority

CARRIED/LOST:



### 10.2.4 Policy Register Review Part 2 (ATTACHMENT)

**File Ref:** GV.PO.1  
**Reporting Officer:** Lisa Hannagan, Executive Manager Finance & Administration  
**Date Report Prepared:** 16 July 2018

**Issue:**

Section 2.7(2)(b) of the Local Government Act 1995 (“the Act”) states that the making of policy is a role of the Council. Policies provide clarity, ownership and accountability to the Katanning community and for the staff of the Shire. A review of policies was commenced early in 2018 to ensure accuracy and currency which reflect the Council’s commitment to ensuring best practice governance principles.

**Body/Background:**

Council undertook their second Policy Review Workshop on 1 May 2018.

Copies of the Policies that were review and amended were presented to Council at the July Council Forum. Council requested that a minor amendment be made to the Community Consultation Policy (#4.7).

**Officer’s Comment:**

The Council Policy review documentation suggested a number of changes be made, including change in the structural layout of the Policies within the Policy Register to reflect the correct operational location for policies.

The review also determined that a number of current policies were more correctly identified as Organisational or Management Guidelines and Council has noted that, while this information is important to the management of the Shire, it is not appropriate to included them in the Council Policy Register. These policies will be rescinded.

Council policies which have undergone changes during their review are attached to this Agenda in final draft for consideration of approval.

The table below summarises the changes required to the Council Policy Register.

Old Policy #	New Policy #	Policy Name	Recommendation
1.2	3.1	Equal Opportunity	Amend
1.3	4.2	Members’ Travelling Allowance ( <i>now called Reimbursement of Elected Member Expenses</i> )	Amend
1.4	4.3	Retirement of Councillors Gift/Function	Amend
1.5	4.4	Members Attendance at Conferences & Training ( <i>now called Councillor Training/Professional Development</i> )	Amend
1.6		Use of Council Chambers/Committee Rooms	Rescind
1.7	1.2	Citizenship Ceremony	Amend

1.8	4.3	Attendance at Local Government Convention	Amend
1.9		Public Question or Statement Time	Rescind
1.10		Instruments of Delegation	Rescind
1.11		Advice and Information for Decision Making	Rescind
1.12		Election of Committees	Rescind
1.13		Councillor information Requirements	Rescind
1.14		Press Statements/Media Interviews	Rescind
1.15		KRBA and referral of business sector matters	Rescind
1.16		Service Requests/Complaints	Rescind
1.18	4.6	Donation Requests	Amend
1.19		Member's Childcare Allowances	Rescind
1.20	4.7	Community Consultation	Amend
1.21		Standing Orders	Repeal
1.22	3.2	Risk Management Policy	Amend

**Statutory Environment:**

The *Local Government Act 1995* Section 2.7(2)(b) states that the Council is to determine the local government's policies.

**Policy Implications:**

The Policy Register will be updated according to Council resolution.

**Financial Implications:**

There are no financial implications.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

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

OC/18

**That Council:**

1. Rescinds Policies as listed in the Policy Review Schedule May 2018; and
2. Adopts the Policies in the Policy Manual as proposed.

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.2.5**            **Rates Exemption – Baptist Churches Western Australia**  
(ATTACHMENT)

**File Ref:**                                    RV.RP.2  
**Reporting Officer:**                    Lisa Hannagan, Executive Manager Finance & Administration  
**Date Report Prepared:**                12 July 2018

**Issue:**

To consider the application from Baptist Churches Western Australia for a Rate Exemption.

**Body/Background:**

An application for a Rates Exemption has been received from Baptist Churches Western Australian in relation to Assessment number A2055, 75 Dumbleyung Road Katanning (Lot 43).

**Officer’s Comment:**

The property at 75 Dumbleyung Road Katanning (Lot 43) consists of a house that was purchased by the Katanning Karen Baptist Church in September 2015. The property is used exclusively as a church facility since purchase.

The property is zoned Special Rural and currently on minimum rate, which for 2017/18 was \$960.

The application has been reviewed and found to be in order.

The rate payer will be required to pay the Emergency Services Levy an any other service fees and charges, such as rubbish collection.

**Statutory Environment:**

Section 6.26 of the *Local Government Act 1995* states the following:

All land within a district is rateable land except -

- (d) Land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood;
- (e) Land used exclusively by a religious body as a school for the religious instruction of children;

**Policy Implications:**

Nil.

**Financial Implications:**

There is a cost implication in granting the Rates Exemption which is a loss of minimum rate income for the property for each financial year in which the rate exemption is in place.

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

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

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

**OC/18**      **That Council approves the application from Baptist Churches Western Australia for a rate exemption on Assessment number A2055, Dumbleyung Road Katanning (Lot 43).**

**Voting Requirement:** Absolute Majority

CARRIED/LOST:

**10.2.6**            **Asset Management Policy**  
(ATTACHMENT)

**File Ref:**                                    GV.PO.1  
**Reporting Officer:**                    Lisa Hannagan, Executive Manager Finance & Administration  
**Date Report Prepared:**                12 July 2018

**Issue:**

To consider an Asset Management Policy for the Shire of Katanning.

**Body/Background:**

All local governments are currently required to produce a plan for the future under S5.56 (1) of the *Local Government Act 1995*. Regulations have been made under S5.56(2) of the Act to briefly outline the minimum requirements to achieve this.

The minimum requirement to meet the intent of the plan for the future is the development of a Strategic Community Plan and a Corporate Business Plan.

The Shire of Katanning has adopted both a Strategic Community Plan (2017) and a Corporate Business Plan (2018).

A number of other informing documents are required to be developed that help inform the Strategic Community Plan and the Corporate Business Plan.

**Officer's Comment:**

The Integrated Planning and Reporting (IPR) Framework & Guidelines (published by the Department of Local Government and Communities, 2016) notes that Asset Management Planning is a key part of the IPR framework.

The effective management of assets is crucial to the sustainable delivery of local government services. Assets need to serve the community in alignment with the Strategic Community Plan and the Corporate Business Plan. Local Governments hold a large portfolio of long-lived assets, so it is critical to plan and prioritise the maintenance, renewal and replacement of existing assets and the acquisition of new assets.

There IPR Guidelines note that there are three core asset planning outputs – asset management policy, asset management strategy and asset management plans.

The asset management policy is the first document in the developing document set for the Shire of Katanning and its purpose is to articulate Councils objectives and targets in relation to asset management.

It is a high level, strategic document rather than a detailed operational manual. The detail documents are the Asset Management Strategy which provides information about the asset classes and then the individual Asset Management Plans which provide the operational level detail.

**Statutory Environment:**

*Local Government Act 1995, Section 5.56(1) and (2)*

### 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.

#### **Corporate business plans, requirements for (Act s. 5.56)**

##### *Local Government (Administration) Regulations 1996, 19DA*

- (1) A local government is to ensure that a corporate business 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 corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
  - (3) A corporate business plan for a district is to —
    - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and
    - (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
    - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
  - (4) A local government is to review the current corporate business plan for its district every year.
  - (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
  - (6) A council is to consider a corporate business 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.
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

#### **Policy Implications:**

The Asset Management Policy will be added to the Council Policy Register and reviewed every two years.

#### **Financial Implications:**

There is no cost implication in adopting an Asset Management Policy.

#### **Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

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

**OC/18        That Council adopts the Asset Management Policy as proposed.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.3 EXECUTIVE MANAGER, PROJECTS AND COMMUNITY BUILDING REPORTS****10.3.1 Friends of Little Gem – Cinema Equipment Donation**

**File Ref:** FM.SO.1  
**Reporting Officer:** Denise Gallanagh Wood, Community Development & Projects  
Coordinator  
**Date Report Prepared:** 15 July 2018

**Issue:**  
Donated Cinema Equipment to the Shire of Katanning.

**Body/Background:**

Friends of Little Gem Theatre Inc. wish to donate assets to the Shire of Katanning for the purpose of establishing a community cinema in Katanning. The assets include equipment and chattels as listed in Schedule 1, access to the current distributor agreements and the remaining financial asset totalling \$4,500. The total value of the donated assets is estimated at \$70,000.

Friends of the Little Gem Theatre Inc. was formed in 2011 in the disused Little Gem Theatre at 6 Trent St, Wagin. The theatre had been closed for a number of years due to “dwindling support from the locals”, so the group became incorporated and raised the funds to purchase state of the art equipment and open a cinema. The group ran a profitable venture until 2015, the Department of Commerce has now requested they close the association. Their constitution stipulates that they can gift their resources to another not for profit. They have investigated a number of possibilities and have now decided they would like to gift the resources to the Shire of Katanning so that it remains in the region.

The package includes:

Schedule 1: Inventory of Cinema Equipment

Projection Equipment

1 x Christie Projector with Lens, lens cover and 3D data cable

9 x IE power cables

1 x Christie Xenon bulb cage (empty)

1 x Christie projection vent nozzle

1 x Christie TPC 650H Touch panel projector setup computer on swivel mount

1 x HP 250 Laptop computer w/power supply

1 x Dormi AUD-D2A Digital to analogue converter - rack mountable

4 x QSC USA 900 power amplifiers – rack mountable

1 x EMC<sup>2</sup> iomega 4 port Hard drive centre w/4x sata 1TB drives mounted in carts – rack mountable

1 x HP 2620 – 24 channel LAN switch – rack mountable

1 x APC SMART Uninterrupted Power supply

1 x Large Box of 3D glasses and black light w/power supply

1 x Panastereo CSP 1200 Cinema Sound Processor rack including these installed cards:

- RC120 control panel
- A-Chain control
- Matrix Decoder
- Control logic
- B-Chain control



- Sub-Bass Excavator
- Left Equaliser
- Right Equaliser
- Surround Delay
- Surround Equaliser
- Audio Output
- Power supply Unit

1 x Sata -USB Hard Drive enclose w/power supply

2 x 2 way Left and Right bin speakers

4 x Redback side wall surround Speakers

4 x Wall mounts for surround speakers

2 x heavy duty 15amp power leads – 20m

2 x Multi boxes 10amp

4 x bundles light speaker cable – 20m

3 x CAT 5 RJ45 cable - 2m

1 x CAT 5 RJ45 – 50m

Assorted multi-pin Data Cables

1 x Shielded speaker cable – 50m (orange)

1 x roll light speaker cable - 100m

1 x RS 232 – AV cable

1 x SL power cable

1 x RS 232 – BNI Cable

2 x folded screens

3 x Silvered ply Heat panels

Ancillary Equipment

1 x 1.8m glass fronted lit drinks fridge w/separate compressor unit

1 x Auto Pop-Corn maker

1 x Pop-Corn Maker cart

**Officer's Comment:**

It is recommended that Council accepts the donation on the receipt of a letter of donation from the Friends of Little Gem Theatre Inc.

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil.

**Financial Implications:**

Nil.

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

<b>PRIORITY</b>	<b>SOCIAL</b>	
ASPIRATION	S1	A capable, vibrant, healthy and connected community.
OBJECTIVE	S1.1	Provide sport, recreation and leisure opportunities that contribute to the health and wellbeing of our growing and diverse community.
OBJECTIVE	S1.1.2	Support and promote a range of leisure, sport and recreation programmes and initiatives.
ASPIRATION	S3	A resilient, engaged community with a strong sense of pride.
OBJECTIVE	S3.2	Build social resilience through providing diverse options for participation and engagement.
OBJECTIVE	S3.2.2	Supporting volunteering and citizenship activities.
OBJECTIVE	S3.2.3	Support agencies to enhance local services and activities for all members of the community.
<b>PRIORITY</b>	<b>ECONOMIC</b>	
ASPIRATION	E2	A great place to live and visit.
OBJECTIVE	E2.2	Provide and support local and regionally significant events that have both positive economic and social benefits.
OBJECTIVE	E2.2.1	Work with the community to develop and promote a local events calendar.
OBJECTIVE	E2.2.3	Create strategic partnerships to improve resourcing and delivery of events.
<b>PRIORITY</b>	<b>LEADERSHIP</b>	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of Shire resources – Improve organisational systems.
OBJECTIVE	L2.1.1	Strive to improve delivery across all organisational functions.
OBJECTIVE	L2.1.2	Create and seek out collaborative partnerships that maximise resources and make improvements for the greater good of the community.

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

**OC/18                    That Council accepts the donation of cinema equipment from the Friends of Little Gem Cinema.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.4 EXECUTIVE MANAGER, PROPERTY & ASSETS REPORTS****10.4.1 Piesse Lake Residential Sub-Division Revised Plan  
(ATTACHMENT)**

**File Ref:** CP.PL.5  
**Reporting Officer:** Andrus Budrikis, Executive Manager, Property & Assets  
**Date Report Prepared:** 17 July 2018

**Issue:**

To approve The Land Transaction Business Plan for the Piesse Lake Residential Development prepared by Far lane (*Business Case*) as per the Local Government Act 1995 for public advertising as per the Act.

**Body/Background:**

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

The first draft of the Piesse Lake Structure Plan was prepared in 2015 and was updated to accord with the Planning and Development (Local Planning Schemes) Regulations 2015 and the associated Structure Plan Framework.

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

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

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

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

On 29 August 2017 the Department of Planning Lands and Heritage (DoPLH) advised the WAPC required 13 modifications to the Piesse Lake Structure Plan. The changes are generally as

requested/recommended by the Council and in response to agency comments. The modifications have been completed by Land Insights and a current aerial image was sourced, geo-referenced and formatted for the consultant. The modified documents were submitted to DPLH on 17 October 2017 and the Structure Plan approved by WAPC.

Hames Sharley was commissioned by the Shire of Katanning in June 2017 to develop the concept plan for the Piesse Lake Residential Sub-Division based on the Piesse Lake Structure Plan. Engineers WGE have also been engaged to develop the civil and service engineering concept plans and quantity surveyors RBB have prepared the concept plan cost estimates.

**Officer's Comment:**

The Land Transaction Business Plan for the Piesse Lake Residential Development prepared by Far lane (*Business Case*) is a requirement of the Local Government Act 1995 for Local Governments wishing to undertake a major trading undertaking or major land transaction. The *Business Case* requires Council approval prior to being advertised for at least a six week period during which the public can make submissions regarding the *Business Case*. Council is to consider any submissions made and may decide \* to proceed with the development as proposed or so that it is not significantly different from what is proposed.

\* Absolute majority required.

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil

**Financial Implications:**

The KSHCP project is funded by the Royalty for Regions Growing Our South Program (\$12.72m), Lotterywest (\$2m) and the Shire of Katanning (\$0.63m). The Shire of Katanning's contribution is aligned to the Piesse Lake Residential Development.

The Piesse Lake Residential Development budget is \$2.79m. The RBB (8/5/2018) cost estimate for the revised plan and scope of works including landscaping is \$2.733m. This estimate includes headworks fees of \$141k for Watercorp and \$100k for Western Power and NBN.

The Far lane *Business Case* indicates that the Shire can expect a return of \$691,410 from the sale of the 30 lots and rates of \$51,500 p.a. from the lots once all are sold.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B2	Places for the Community to live work and connect
OBJECTIVE	B2.2	Facilitate and encourage housing options, spaces for local service delivery, employment and recreation

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

**OC/18**      **That Council approves the Land Transaction Business Plan for the Piesse Lake Residential Development prepared by Far lane (*Business Case*), July 2018, for advertising as per the Local Government Act 1995.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.4.2**            **Welcome Precinct & All Ages Playground Design Development Approval**  
(ATTACHMENT)

**File Ref:** CP.DE.13  
**Reporting Officer:** Andrus Budrikis, Executive Manager, Property & Assets  
**Date Report Prepared:** 16 July 2018

**Issue:**

To approve the Design Development Package for the Welcome Precinct & All Ages Playground and to accept the risks as outlined in the Playcheck Design Certificate dated 18 June 2018.

**Body/Background:**

The Welcome Precinct and All Ages Playground is a sub-project of the Katanning Supertown Heritage Centre Project. The Welcome Precinct and All Ages Playground Concept Plan produced by Plan E was approved by Council at OCM 22 February 2018. A public tender (RFT 07-2017) was held to obtain the services of an experienced design consultant to conduct and coordinate design development of the Plan E Concept Plan and then prepare the tender documentation and carry out contract administration for the project. The tender from Plan E was accepted by Council at OCM 27 February 2018.

Plan E has conducted three design development workshops with the Welcome Precinct Working Group on the dates 26 March 2018, 12 April 2018 and 10 May 2018. The project manager also met with the Lions Club on two occasions to review the Lions Park design. A workshop was also held with skatepark representatives on 10 May 2018 facilitated by skate park designers Skate-sculpture.

A fourth workshop, facilitated by the project manager, was held on 7 June 2018 to review the Welcome Precinct Design Development package. Following this workshop, and the PAG meeting of 7 June 2018, a separate workshop was held on 15 June 2018 with Children's playground representatives to further develop the Children's playground design.

Plan E was also instructed to modify the All Ages Playground equipment slide decks to be of similar profiles to the original slides and not straight slope decks as well as to ensure that there was an easier pathway across the aerial walkway without having to climb the rope climbing elements.

Councillors were provided with the draft Design Development Report, Playcheck Design Certificate and comment on the design from LGIS at Council Forum 12 June 2018.

The revised Design Development Package, including the revised Playcheck Design Certificate was taken to the OCM 26 June 2018. Council resolved that;

- OC79/18            That Council, prior to further consideration, refers the following for review at a workshop:
1. The Design Development Report produced by Plan E for the Welcome Precinct and All Ages Playground; and
  2. The Risk Report and design certificate from Playcheck and comments from LGIS regarding the design strategy for the refurbishment of the All Ages Playground equipment.

**REASON FOR THE DECISION:**

Councillors would like further clarification on the Risk Report and that the design covers all elements required, on behalf of the community.

**Officer's Comment:**

The Plan E Design Development Report – July 2018 and Playcheck Design Certificate requires approval by Council to ensure the works documented for tender are as approved by Council.

The Playcheck Design Certificate, including a risk assessment, indicates the level of risk attached to the repurposing of the All Ages Playground equipment in relation to the Australian Standards applicable as listed in the report.

The Large Rocking Horse, Small Rocking Horse, Spinner and Large See-saw have been assessed as compliant.

The Single Bump Slide, Triple Bump Slide and Orbital Cage have been assessed as “Compliant, however attention should be given to items detailed in ‘Design Issues’ or ‘Risk Assessment’”, (included in the report).

The Spiral Slide and Large Single Slide have been assessed as “Some deviation from Standard requirements but is acceptable as detailed in the ‘Risk Assessment’”, (included in the report).

Plan E has been instructed to comply with this Design Certificate and the recommendations included in the Design Certificate. These recommendations have been included in the design of the repurposed equipment as included in the Design Development Report and will be subjected to inspection of compliance upon construction completion of the re-purposing of the equipment.

Attached is the All Ages Playground Risk Mitigation Strategy. This is a summary of the steps already taken by the Shire to mitigate the risk and the steps that will be taken (Item 9. Carrying out a maintenance program and annual inspection of the All Ages Playground and Welcome Precinct and Item 10. Applying the Shire of Katanning incident reporting procedures to the Welcome Precinct).

It has also been determined to ensure that the Miniature Railway station building is maintained and re-painted as a component of the project.

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil

**Financial Implications:**

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

The current KSHCP budget, excluding design fees, for the Welcome Precinct is \$5.255m including contingencies. The Plan E cost estimate included in the Design Development report is \$5.116m. This estimate includes a \$465k allowance for regional loading and contingencies.

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

<b>PRIORITY</b>	<b>SOCIAL</b>	
ASPIRATION	S1	A capable, vibrant, healthy & connected community
OBJECTIVE	S1.1	Provide sport, recreation and leisure opportunities that contribute to the health and wellbeing of our growing and diverse community
<b>PRIORITY</b>	<b>BUILT ENVIRONMENT</b>	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.2	Provide Council facilities that meet community need
<b>PRIORITY</b>	<b>BUILT ENVIRONMENT</b>	
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B2.1	Enhance public realm
<b>PRIORITY</b>	<b>ECONOMIC</b>	
ASPIRATION	E2	A place to live and visit
OBJECTIVE	E2.1	Strengthen the local tourism sector

**Officer's Recommendation/Council Motion:****OC/18****That Council:**

1. Approves the Design Development Report produced by Plan E for the Welcome Precinct and All Ages Playground.
2. Approves and accepts the risk report in the Playcheck Design Certificate and risk assessment including the rationale for accepting the risk regarding repurposing of the All Ages Playground equipment, and the comments from LGIS, regarding the design strategy for the refurbishment of the All Ages Playground equipment.

**Voting Requirement:** Simple Majority

CARRIED/LOST:



**10.5 CHIEF EXECUTIVE OFFICER'S REPORTS**

**10.6 ADVISORY COMMITTEE MEETING**

**11. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

**13. CONFIDENTIAL ITEM**

**14. CLOSURE OF MEETING**

The Presiding Member declared the meeting closed at \_\_\_\_ pm