



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 23 May 2017, in the Shire of Katanning Council Chambers, 14 Austral Terrace, Katanning, commencing at 6:00pm.

Julian Murphy  
**CHIEF EXECUTIVE OFFICER**  
Thursday 18 May 2017

DISCLAIMER

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

PRESIDING MEMBER \_\_\_\_\_

DATE SIGNED \_\_\_\_\_



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**1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS**

The Presiding Member declared the meeting open at\_\_\_\_\_pm.

**2. RECORD OF ATTENDANCE**

## PRESENT

Presiding Member: Cr Liz Guidera - President

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

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

Gallery:

Media:

Apologies: Uwe Striepe, Director Engineering & Development Services

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 April 2017  
(SEE ATTACHED MINUTES)**

**OC/17** That the minutes of the Ordinary Council Meeting held on Wednesday 26 April 2017 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 Endorsement of Fire Management Requirement Brochure  
(ATTACHMENT)**

**File Ref:** ES.AT.1  
**Reporting Officer:** Cindy Pearce, Community Emergency Services Manager  
**Date Report Prepared:** 15 May 2017

**Issue:**

Council to endorse the 2017 – 2018 Fire Management Requirement Brochure

**Body/Background:**

The Fire Management Requirement Brochure is published annually and distributed to all residents and property owners within the Shire.

The Fire Management Requirement Brochure provides land owners and occupiers with information on their responsibilities regarding fire prevention. Also included in the brochure are the contact details of Local Bush Fire Control Officers and information on general fire related matters. There are two changes within the Fire Management Requirement Brochure for 2017/2018.

- 1) Two items relating to the DFES website has been removed and replaced with the Emergency WA website details.
- 2) Update of Bushfire Brigade Officers

**Officer's Comment:**

Council endorsement of the Brochure and recommended changes are required prior to printing and distribution.

**Statutory Environment:**

Bushfire Act 1954.

**Policy Implications:**

Nil.

**Financial Implications:**

Annual provision in the budget for printing approximately \$2,500.

**Strategic Implications:**

Bushfire Act 1954

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

OC/17

**That Council:**

1. Endorses the 2017- 2018 Shire of Katanning Fire Management Requirement Brochure as presented;
2. Endorses the changes relating to the website information update; and
3. Endorses the changes to the Brigade Officers.

Voting Requirement: Simple Majority

CARRIED/LOST:

### **10.1.2 Appointment of Fire Control Officers**

**File Ref:** ES.AF.1  
**Reporting Officer:** Cindy Pearce, Community Emergency Services Manager  
**Date Report Prepared:** 15 May 2017

**Issue:**

Council to endorse the appointment of authorised Fire Control Officers.

**Body/Background:**

Fire Control Officers are appointed by Council under Section 38 of the Bushfires Act 1954 to issue 'Permits to Burn' and to carry out other actions as set out in the Bushfires Act 1954 as required by Local Government.

**Officer's Comment:**

It is recommended that Council renews its appointment of Fire Control Officers.

**Statutory Environment:**

Fire Control Officers under Section 38 of the Bushfires Act 1854 are appointed by Local Governments. Under Section 38 and 39 Bushfire Control Officer may, subject to directions given by the Local Government, take any measures he/she considers necessary and practicable for:

- The prevention of bushfires.
- Protecting life and property in the case of an outbreak of a bushfire
- Carry out any duty or exercising any authority referred to in the Bushfires Act.
- Procuring the due observance of the provisions of the Act. (For this purpose it is his/her duty to demand the name and address of any person committing an offence against the Act and to report the circumstances to the Local Government).

**Policy Implications:**

Nil.

**Financial Implications:**

Budgeted cost of advertising appointments in the Government Gazette approximately \$600.

**Strategic Implications:**

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

- Community and Culture

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

**OC/17** That Council appoints the following persons as Fire Control Officers in accordance with the Bush Fires Act 1954:

**Cynthia Pearce  
Geoffrey Stade  
Jeffrey Baxter  
Alan Wilson  
Anthony Richardson  
Shane Butterworth  
Ernie Polis**

**Ian Knapp  
Richard Marshall  
Matthew Kitchens  
Stephen Conning  
Norman Flugge  
Matthew Kerin  
Chistopher Quartermaine**

**Timothy Clegg  
Barry Kowald  
Ian Coleman  
Alistair Dusting  
Gregory Garlick  
Timothy Harris  
Kim Kowald**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

DRAFT

### 10.1.3 Round Drive – Proposed Road Closure, Consideration of Submissions (ATTACHMENT)

**File Ref:** A2823  
**Reporting Officer:** Delma Baesjou, Consultant Planner  
**Date Report Prepared:** 12 May 2017

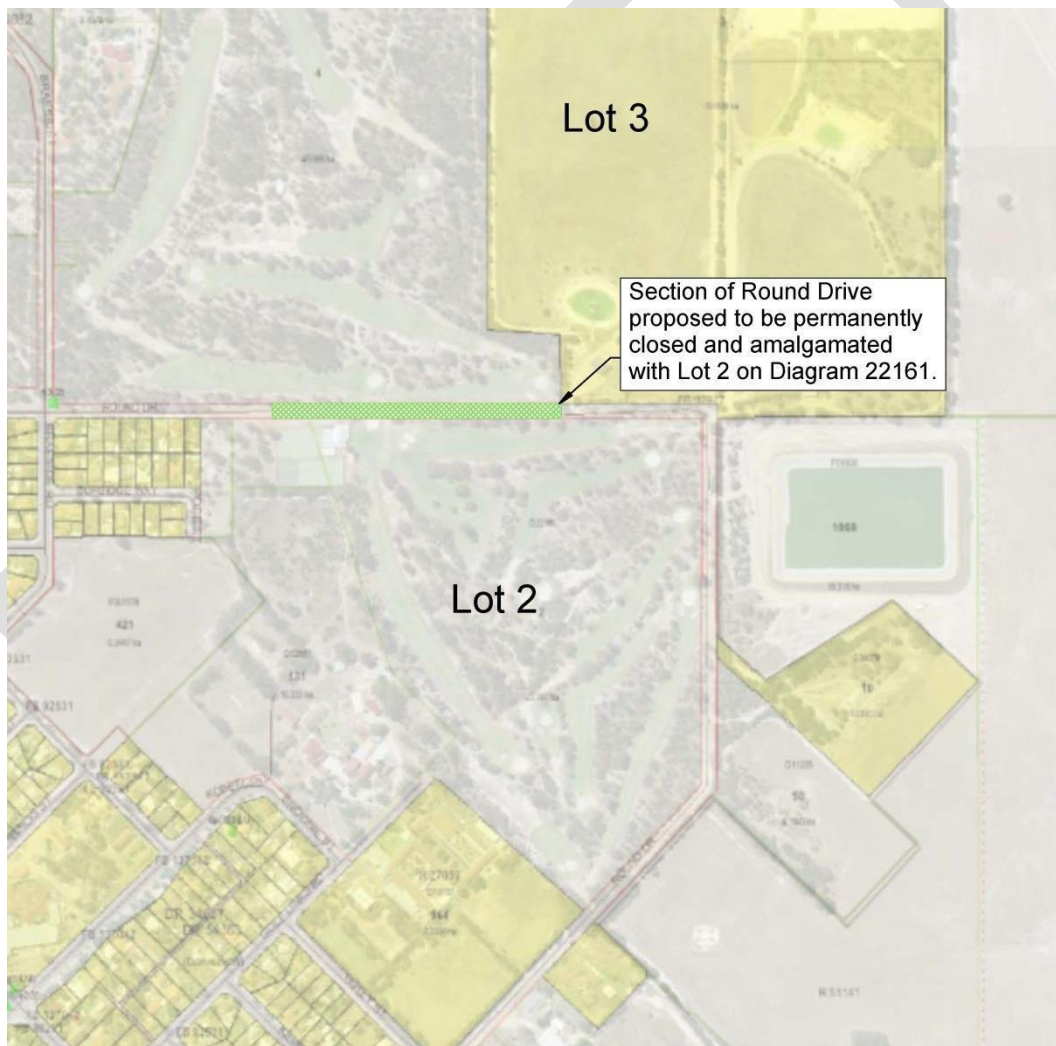
**Issue:**

To consider submissions received during advertising and to make a recommendation on the request for permanent closure of portion of Round Drive, Katanning.

**Body/Background:**

Correspondence was received for the Katanning Country Club (KCC) on 15 December 2016 seeking closure of Round Drive between the KCC entry gates and the driveway to Lot 3.

The following sketch shows the portion of Round Drive proposed to be closed.



A report on this matter was considered by the Council at its meeting held 28 February 2017. Item 10.1.1 OC4/17 refers.



It was resolved:

*That:*

1. Pursuant to Section 58 of the Land Administration Act 1997, local public notice be given of the proposal to permanently close the portion of Round Drive road reserve east of the Katanning Country Club 'entry gate' through to the common boundary of Lots 3 and 4.
2. At the conclusion of advertising a further report be prepared for consideration by the Council.

Notice of the proposed road closure was published in the Great Southern Herald on Thursday 16 March 2017. Notices were published on the Shire of Katanning Web site and displayed in the Administration Building for the duration of the advertising. Government agencies, including the Department of Planning were invited to comment on the proposed closure. Correspondence was sent to adjoining landowners along Round Drive inviting comment on the proposal. The advertising period closed on Friday 21 April 2017.

**Officer's Comment:**

The existing golf course is developed on Lots 2 and 4 which are either side of Round Drive. The club house is in the north-west corner of Lot 2 and the adjoining tennis courts are predominantly within Lot 130.

The KCC proposes to redevelop the club house and sporting facilities and is considering co-location of the Katanning Bowling Club. Closure of portion of Round Drive will facilitate redevelopment, expansion and co-location.

The Round Drive road reserve extends east from the Braeside Road intersection through to Lot 1068, then south between the golf course and clay target club, and south west adjacent to the Residential College and rear of the Senior High School, through to the T intersection with Adam St. It is constructed to sealed standard for approximately 450m from Braeside Road to the carpark north east of the club house. The central portion is constructed to gravel standard. Photographs of Round Drive taken in January 2017 are attached.

The Agencies' responses received during formal notification are summarized in the following Table:

Agency/ Respondent	Referral date	Method	Reply date	Response	Comment
Water Corporation  Kevin Purcher Senior Development Planner Development Services	28/3	On-line enquiry	3/4	The Water Corporation has no water or sewer mains within this section of the road reserve. But the lot immediately to the east of the Katanning Country Club, Lot 3 House No 134 Round Drive has an existing water service by agreement that runs along that section of road reserve that is planned to be closed. The Katanning Country Club should liaise with the owners of Lot 3 House No 134 Round Drive to determine the best way to protect the water service. An option may be a service easement.	Noted. Service easement or other arrangeme nts to be made to 'protect' the water service to Lot 3.
Western Power	28/3	email	29/3	Acknowledgement and standard	Noted

Customer Service Co-ordinator				preliminary safety advice.	
Alinta Gas: Fiona Snellin Land Management and Project Coordinator	28/3	On-line enquiry	30/3 Ref: ES20 1703 153	ATCO Gas do not have any gas mains or infrastructure within that portion of Round Drive nor in the Katanning townsite. ATCO Gas do not have any objection to the proposed closure proceeding.	Noted
Telstra	28/3	On-line General Feedback	29/3	Acknowledgement	
Main Roads WA Chris Grant A/Network Operations Mgr Great Southern Region	28/3	Email	29/3	Main Roads has no objections, comments or requirements pertaining to the proposed road closure	Noted
DAFWA	28/3	email	4/4	The Department of Agriculture and Food, WA (the Department) has no comment aside from stating that it appears that there will be negligible impact on adjacent rural land.	Noted
FESA			29/3	Acknowledgement.	
Dept. of Lands Shannon Alford A/Senior State Land Officer	28/3	Email		Department unable to reply until Section 58 of LAA is complied with.	
DPaW Mike Fitzgerald Land Use Planning Officer Wheatbelt Region	28/3	Email	30/3	The Department of Parks and Wildlife advises that, based on currently available information, this application for subdivision is unlikely to cause any impact to known significant biodiversity values. <u>Additional information for Wheatbelt:</u> There are no biodiversity assets at risk.	Noted
Dept. Mines & Petroleum	4/4	Phone & email	4/4	Acknowledgement	
Dept. of Planning	28/3 30/3	Phone email	3/4	Acknowledgement	

The agencies generally have no objection and/or no comment on the proposed closure. The Water Corporation advises Lot 3 (house No. 134) Round Drive has an existing water service by agreement that runs along that section of road reserve that is planned to be closed. The Katanning Country Club should liaise with the owners of Lot 3 (134) Round Drive to determine the best way to protect the water service.

The responses from two adjoining Land owners are supportive of the closure. The Clay Target Club objects to the proposed closure. The club cites inconvenience to members, emergency by-pass, access to Senior High School and hostel, barrier for fire, weeds and GM crops as matters to be considered. The neighbour's responses received during formal notification are summarized in the following Table. (Copies of the neighbours' responses are attached.)

Letters to landowners/ proprietors of neighbouring properties Send 30 March 2017			
<b>RESPONSES FROM ADJOINING LANDOWNERS</b>			
<b>Landowner/ Respondent</b>	<b>Reply Date</b>	<b>Response</b>	<b>Comment</b>
Katanning Clay Target Club Inc	5/4	<p><b>Objection:</b> Clay Target Club members and visiting shooters use this section regularly, many shooters come down from Perth, Wagin, Dumbleyung and also in from Warren Road. They will be inconvenienced by the closure and will need to come through town.</p> <p>Another concern is if there is a chemical spill, major accident or evacuation from an incoming fire. Closure will limit emergency by-pass routes around the town.</p> <p>Concerned that access by students from Katanning Senior High School to the boarding hostel could be an issue in the future.</p> <p>Round Drove is a big clear access barrier with regards to fires, spread of weeds and GM crops.</p> <p>Closure is an inconvenience to one club, in favour of another and may be regretted in the future.</p>	Noted
A McFarland  123 Round Drive	7/4  C/17/694 - RD.RC.2	<p>No objections.</p> <p>Generally accesses property via Braeside Road, only rarely ever travelling the length of Round Drive down to Adam Street.</p> <p>Believes it would cut down those travelling that particular road perhaps trying to not be noticed by law enforcement late at night as seems to be the case currently. By not being a thoroughfare it would increase the security of our homes in the area.</p> <p>Suggests re-naming and possibly re-numbering portion of existing Round Drive.</p>	Noted
Louise McCarley  Burbidge Way	19/4 C/17/751 - RD.RC.2	<p>In regards to closing Round Drive, we at 15 Burbidge Way are in favour. Simply because in recent times, an increased amount of traffic including cars that are looking suspect are driving up and down that road. It is also a road for people who have drunk heavily at the Club to be able to 'sneak' home without being caught.</p> <p>Would be a much better solution to close the road.</p>	Noted

### **Statutory Environment:**

Land Administration Act 1997.

Land Administration Regulations 1998

Where a road dedicated for public use is proposed to be closed, it may be closed at the request of Local Government under section 58 of the LAA. The Local Government must allow 35 days after the publication in a newspaper for objections and must consider any objection before requesting closure. Regulation 9 of the Land Administration Regulations 1998 sets out the procedural requirements of Local Government prior to submitting a request to the Minister for Lands.

### **Policy Implications:**

There are no policy implications for this report.

### **Financial Implications:**

There is no specific Fee for road closures in the Shire's current Schedule of Fees, however there is scope to recover costs from the applicant. Any proceeds from the sale of the land will go to the State Government.

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

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

***Community & Culture:***

- Community Spaces, Cultural Opportunity and Cultural Diversity.

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

**Requests the Minister for Lands to permanently close the section of the Round Drive road reserve east of the Katanning Country Club 'entry gate' through to the common boundary of Lots 3 and 4, Katanning, and it be amalgamated into the adjoining Lot 2 on Diagram 22161, in accord with Section 58 of the Land Administration Act 1997.**

**Voting Requirement: Simple Majority**

CARRIED/LOST:

**10.1.4**      **Piesse's Winery - Nomination for Entry on the State Register of Heritage Places.**  
(ATTACHMENT)

**File Ref:**                          A3282  
**Reporting Officer:**            Delma Baesjou, Consultant Planner  
**Date Report Prepared:**        3 May 2017

**Issue:**

To consider a request from the State Heritage Office for entry of Piesse's Winery (former) in the State Register of Heritage Places.

A copy of the correspondence, accompanying maps and extract from the 2014 Heritage Assessment Documentation follows this report.



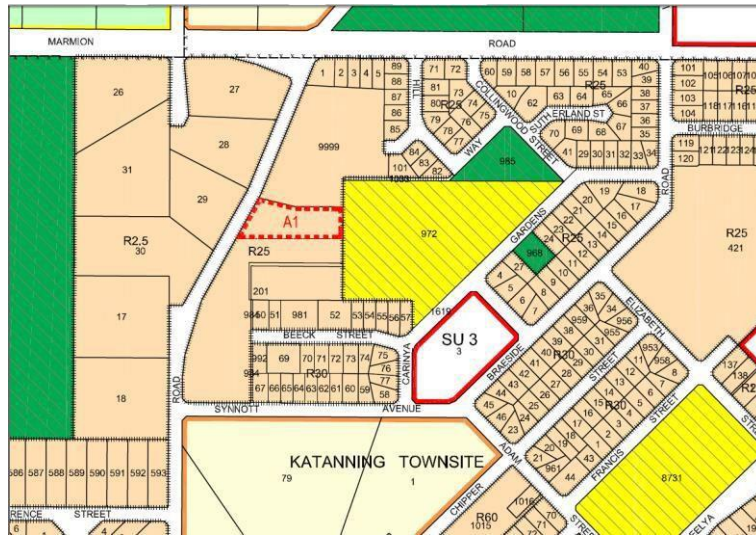
**Body/Background:**

Following a recent visitation and meeting with representative of the Heritage Office, the Shire of Katanning is invited to make a submission on the proposed entry and to nominate an attendee at the Heritage Council meeting at which the proposed registration of the Place will be considered (date to be advised).

The Piesse Winery is included in the Municipal Inventory and in the Heritage List of buildings, objects, structures and places, as set out in Clause 5.2 of Town Planning Scheme No. 4. The site is designated as 'Category 1'.

The winery ruins, with its distinctive two-storey, red brick Distillery Tower, along with some remnant vines, are located on the northern portion of Lot 201, Warren Road.

The subject land is zoned Residential R12.5/25 under Town Planning Scheme No. 4 (TPS4), and Residential R25 under draft Local Planning Scheme No. 5 (LPS5). The northern portion of the lot is within Additional Use area AU1 under both Schemes.



The permissible land uses and conditions applicable in Schedule 11 of TPS4 are similar to those set out in Table 5 of LPS5, as follows:

Table 5 - Specified additional uses for zoned land in Scheme area			
No.	Description of land	Additional use	Conditions
AU1	Pt. Lot 201 Warren Road, Katanning	Microbrewery and associated complimentary commercial activities including recreation, function centre, restaurant/cafe, toilets, caretaker's dwelling as approved by the Local Government.	(1) Prior to development of any of the additional uses on the site, the proponent shall submit an overall Detailed Area Plan to the Local Government for endorsement. (2) All development to be generally in accordance with a Detailed Area Plan prepared by the proponent and adopted by the Local Government. (3) Development standards/requirements shall be determined by the Local Government upon application.

**Officer's Comment:**

An earlier proposal to enter the Piesse Winery in the State Register was considered by the Council at its meeting held 25 June 2014 [Item 10.1.1, Resolution OC51/14]. There was support for the buildings and immediate surrounds to be 'Registered', however not the balance of the property.

The following Resolution was adopted:

*OC51/14 That Council*

1. Authorise the Chief Executive Officer to inform the State Heritage Office that Council is supportive of the entry of the winery buildings and also the immediate area around the site as defined within the additional use designation of the Scheme maps;
2. That as the balance of land has been identified for urban development for some time; Council does not support the inclusion of the balance of land into the register as it may impact on the timeliness of future development of that land; and
3. Advise the Office of State Heritage, as part of the current review of the Local Planning Scheme, that Council is to implement a number of initiatives to guide development of heritage sites within the Shire and will be developing guidelines regarding the development of land abutting sites of heritage significance.

The matter has since been in abeyance. Representatives from the State Heritage Office (SHO) confirm that the current landowner is supportive of the property's inclusion in the State Register and 'views it as a good way to ensure future development will be appropriate to the cultural heritage values of the place'. The owner also supports subdivision and development of the surrounding land and is keen for this matter to be resolved.

Heritage Council publications set out that 'Subdivisions of a registered area (known as a curtilage) can occur as long as the heritage values and settings of the place are respected'. The Heritage Council has supported many subdivisions. The recent SHO correspondence responds to part 2 of Resolution OC51/14 and cites examples of places on the State Register that have been successfully subdivided. It concludes that Registration is likely to have little or no impact on the site's potential for subdivision and redevelopment.

Entry on the State Register reflects the significance of the former winery and affords the appropriate level of protection. The SHO provides advice and has information and guidelines for owners of heritage properties and places. The Heritage Council and SHO advocate sensitive development or adaptive reuse. New compatible uses of heritage places is encouraged because this is the best way of assuring their future. The Heritage Council provides assistance to private owners of State Registered Places through its Heritage Grants Program. The program provides assistance with the costs of conservation work, such as structural repairs or documentation. Grants are available through an annual competitive application process.

The former Piesse Winery has cultural heritage significance and has aesthetic, historic, scientific and social value. The Distillery Tower is also significant architecturally and is a rare example of the Federation Gothic style applied to an industrial building.

Given its listing on the Heritage List/Municipal Inventory, the designation as Category 1 and landowners support, entry in the State Register is considered appropriate.

**Statutory Environment:**

Heritage of Western Australia Act 1990

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Katanning Town Planning Scheme No. 4

Draft Local Planning Scheme No. 5

**Policy Implications:**

The Shire of Katanning Policy No 6.4 Municipal Inventory Heritage Policy is relevant.

The Objectives of Policy 6.4 are:

*To encourage property owners of heritage listed properties to conserve, record and document developments, alterations and demolition of properties listed in Council's Municipal Inventory.*

The following extract sets out the guidelines applicable to the Piesse Winery which is Category 1.

CATEGORY	LEVEL OF SIGNIFICANCE	POLICY
Category 1	Conservation Essential Possible state or national significance Highest level of protection appropriate.	<ul style="list-style-type: none"> <li>• Council will require a HERITAGE IMPACT STATEMENT to be prepared addressing how the proposed development will affect the cultural heritage significance of the place.</li> <li>• As per section 78 of the Heritage Act of Western Australia, Council will seek advice from the Heritage Council of Western Australia for places entered in the Register of Heritage Places.</li> <li>• Council will seek advice from the Australian Heritage Council for places entered in the National List.</li> <li>• Council may require that the history and significance of the site be recognised through INTERPRETATION.</li> </ul>

**Financial Implications:**

There are no financial implications for the Shire of Katanning in relation to this item.

**Strategic Implications:**

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

Community and Culture

- Cultural Diversity – Improve cultural recognition

Environment and Land Use

- Land use – Develop:
  - Flexible land use planning; and
  - Heritage protection strategies

Development and Leadership

- Governance – Legal & ethical compliance

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

**OC/17 That Council:**

1. Advises the State Heritage Office it supports entry of Piesse's Winery (former) in the State Register of Heritage Places; and
2. Declines the invitation for a representative to attend the Heritage Council meeting at which the Registration of the Piesse Winery will be considered.

**Voting Requirement:** Simple Majority

CARRIED/LOST:



**10.1.5 Appointment of Authorised Persons**

**File Ref:** CM.LG.1  
**Reporting Officer:** Uwe Striepe, Director of Engineering & Development Services  
**Report Prepared:** 16 May 2017

**Issue:**

There has been some turnover of staff and appointment of authorised persons needs to be considered.

**Body/Background:**

Council is required to appoint authorised persons to undertake the exercise of its powers and duties in accordance with various statutes.

**Officer's Comment:**

There have been a number of staff changes since the last appointments occurred and it is prudent for Council to renew its current authorisations and appoint new persons in accordance with the relevant Acts.

**Statutory Environment:**

Appointment of authorised officers in accordance with the following statutes:

- Local Government Act (Miscellaneous Provisions) 1960, Part XX (Ranger/Pound Keeper);
- Local Government Act 1995, Part 3 – Executive Functions of Local Government and Part 9 Miscellaneous Provisions;
- Caravan and Camping Grounds Act 1995;
- Dog Act 1976 and Regulations;
- Cat Act 2011;
- Bush Fires Act 1954 and Regulations;
- Shire of Katanning Local Laws;
- Litter Act 1979 and Regulations;
- Control of Vehicles (Off Road Areas) Act 1978 and Regulations.

**Policy Implications:**

Nil.

**Financial Implications:**

Budgeted cost of advertising appointments in the Government Gazette approximately \$600.

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

- Governance

**Officer's Recommendation/Council Motion:****OC/17****That Council:****1. Appoints the following persons:**

Julian Murphy	Andrew Holden	Sam Davis
Uwe Striepe	Richard Bralich	Kel Vann
Ernie Polis	Darryle Baxter	
Delma Baesjou	Cynthia Pearce	

**As authorised persons in accordance with the following Acts:**

- Local Government Act (Miscellaneous Provisions) 1960, Part XX (Ranger/Pound Keeper);
- Local Government Act 1995, Part 3 – Executive Functions of Local Government and Part 9 Miscellaneous Provisions;
- Caravan and Camping Grounds Act 1995;
- Dog Act 1976 and Regulations;
- Cat Act 2011;
- Bush Fires Act 1954 and Regulations;
- Shire of Katanning Local Laws;
- Litter Act 1979 and Regulations;
- Control of Vehicles (Off Road Areas) Act 1978 and Regulations.

**2. Appoints the following persons as registration officers in accordance with the Dog Act 1996 and regulations; and Cat Act 2011 and regulations:**

Julian Murphy	Taryn Human	Andrew Holden
Sam Davis	Sue Eascott	Elizabeth French
Adela Collins	Mohammed Aeson	Melissa Binning
Rondah Toms	Uwe Striepe	Richard Bralich
Kel Vann	Ernie Polis	Cherrie Campbell
Karl Hirschmann	Kayla Warschauer	Tessa Flugge
Asher Tussler	Biru Turiya	

**3. And cancels all previous authorisations.****Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.1.6**      **Kobeelya St And Francis St – Declaration of No Parking Zone**  
(ATTACHMENT)

**File Ref:**                                  A1779  
**Reporting Officer:**                    Uwe Striepe, Director Engineering and Development  
**Date Report Prepared:**                17 May 2017

**Issue:**

To consider the declaration of a no parking zone and limited parking zones around the Katanning Hospital as follows:

- 1) Francis St western road verge, between Adam St and Elizabeth St, no parking Monday to Friday, from 9AM to 4PM.
- 2) Kobeelya Ave, western road verge (hospital side) and street, between Adam St and Elizabeth St, no parking. This may be reviewed once construction of the Hospital extension is completed.
- 3) Kobeelya Ave, eastern road verge between Adam St and Elizabeth St ,no parking Monday to Friday, from 9AM to 4PM

**Body/Background:**

It has been observed that personnel employed at the Hospital, as well as employees of the contractor undertaking construction works at the Hospital are utilizing all the available carpark area in Kobeelya Ave and Francis St. Although car parking for staff is available within the Hospital grounds, staff believe it is too far to walk to the designated staff car park.

**Officer's Comment:**

The Shire has received complaints from residents living in Francis St and Kobeelya Ave with regard to excessive verge parking in front of their properties. There have also been complaints from road users accessing and egressing into Kobeelya Ave from the Hospital, saying that the parked cars are influencing the line of sight into Kobeelya Ave.

The WA Country Health Service (Great Southern Albany Health Campus) have submitted an urgent request to implement parking restrictions and submitted a proposal which is described on the attached plan. (Appendix A).

A local law which will enable Council to declare a parking limitation already exists (section 6.3 (b) and Section 6.4 (a)). It is therefore not required to post in the Government Gazette or advertise in newspapers. The proposed parking limitations will be placed in Shire matters if Council approves the declaration.

**Statutory Environment:**

This decision is in terms of the Shire of Katanning Local Laws Part VI, Division 2 – Standing and Parking of vehicles.

**Section 6.3(b) Erection of Signs to Regulate Parking**

A discretionary authority is conferred on the Council by resolution to constitute, determine and vary, and also indicate by signs, from time to time regulations and restrictions of parking and standing of vehicles of a specified class or of specified classes in all thoroughfares or specified thoroughfares or in parts of thoroughfares or reserves at all times or specified times, but that discretionary authority shall not be exercised in a manner inconsistent with the provision of these local laws.

**Section 6.4(a) Parking Conduct**

A person shall not stand or park a vehicle in a thoroughfare or part of a thoroughfare if by such a sign the standing of vehicles is permitted for a specified time, for longer than that time.

**Policy Implications:**

Nil.

**Financial Implications:**

Signage would need to be erected. This would cost approximately \$5,000. The Ranger would need to monitor parking duration in Kobeelya Ave and Francis St to ensure compliance.

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

Facilities & Services

- Transport Systems

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

**OC/17** That Council in accordance with the Shire of Katanning Local Laws (Part VI - Parking) declares a no parking zone and limited parking zones as follows:

- 1) Francis St western road verge, between Adam St and Elizabeth St, no parking Monday to Friday from 9am to 4pm.**
- 2) Kobeelya Ave, western road verge (hospital side) and street, between Adam St and Elizabeth St, no parking – to be reviewed once construction of the Hospital extension is completed.**
- 3) Kobeelya Ave, eastern road verge between Adam St and Elizabeth St, no parking Monday to Friday from 9am to 4pm.**

**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:** Libby French, Manager Finance  
**Report Prepared:** 16 May 2017

**Body/Background:**

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

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

**Officer's Comment:**

A variance report is included with the monthly financial statements.

**Statutory Environment:**

Local Government (Financial Management) Regulations 1996.

**Policy Implications:**

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

**Financial Implications:**

Monthly Statement of Financial Activity.

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

Development and Leadership

- Governance

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

**OC/17** That Council adopts the Statement of Financial Activity for the month ending 30 April 2017, 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:** Libby French, Manager Finance  
**Report Prepared:** 16 May 2017

### Body/Background:

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

Month	Cheques 2016/17	EFT 2016/17	Total Payments 2016/17
July	6,569.81	1,446,275.49	1,452,845.30
August	3,207.95	1,277,723.49	1,280,931.44
September	18,076.69	904,113.88	922,190.57
October	14,142.25	1,040,549.84	1,054,692.09
November	3,291.05	871,844.83	875,135.88
December	1,522.06	821,915.06	823,437.12
January	881.00	974,624.16	975,505.16
February	668.40	783,745.77	784,414.17
March	3,282.15	1,374,449.29	1,377,731.44
April	1,518.00	1,237,063.67	1,238,581.67
May			
June			
<b>Total</b>	<b>53,159.36</b>	<b>10,732,305.48</b>	<b>10,785,464.84</b>

### Officer's Comment:

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

### Statutory Environment:

Local Government (Financial Management) Regulations 1996.

### Policy Implications:

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

### Financial Implications:

Expenditure in accordance with the 2016/2017 Annual Budget.

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

## Development and Leadership

- Governance

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

**OC/17** That Council endorses the Schedule of Accounts as presented, being cheques 41938-41939 totalling \$1,518.00 and direct payments totalling \$1,237,063.67 authorised and paid in April 2017.

**Voting Requirement:** Simple Majority.

CARRIED/LOST:

DRAFT

**10.3 EXECUTIVE MANAGER, PROJECTS AND COMMUNITY BUILDING REPORTS****10.3.1 Request for Club Restricted Liquor License Area Extension – Katanning Wanderers Football & Cricket Clubs**  
(ATTACHMENT)

**File Ref:** PH.PE.1  
**Reporting Officer:** Jenny Cristinelli, Manager Katanning Leisure Centre  
**Date Report Prepared:** 9 May 2017

**Issue:**

For Council to consider an extension to the current Club Restricted Liquor License Area located within the Katanning Leisure Centre Sprig Bar for licences held by the Katanning Wanderers Cricket and Football Clubs.

**Body/Background:**

15 March 2017 an auditor from the Department of Racing, Gaming and Liquor visited the Katanning Leisure Centre to review the Club Restricted Liquor Licenses that both the Wanderers Cricket and Football Clubs hold within the Sprig Bar. The audit went well with all aspects of legal requirements being completed by both clubs. During the audit, the Premises Inspector from the Department of Racing, Gaming and Liquor recommended that the clubs apply for an extension to the area that the club restricted license covers.

At present the Club Restricted License covers the internal area within the Sprig Bar itself. During discussions between the Wanderers Cricket Club President, Premises Inspector and the Manager Katanning Leisure Centre it was suggested that a request for extension to incorporate the paved veranda heading towards the Pioneer Room exit doors, and paved terrace directly in front of the Sprig Bar entrances be considered part of the Licensed Area. This was a suggestion made by the Premises Inspector from the Department of Racing, Gaming & Liquor, due to the possibility that the area would be suited for spectators to enjoy an alcoholic beverage whilst watching the seasonal sports allowing for an outside setting. The Premises Inspector stated that veranda and spectator areas was a usual request of cricket, football and other team sports throughout the state and felt that it would be beneficial for the clubs to arrange the extension.

The request for extension of Licensed Area needs approval from the Premise Owners, being the Shire of Katanning. A joint letter was sent from the Katanning Wanderers Cricket Club and Katanning Wanderers Football Club to request approval to extend the licensed area of the Sprig Bar (letter attached).

**Officer's Comment:**

The Katanning Wanderers Cricket and Football Clubs have demonstrated that they are abiding by the Liquor Licensing Act within their Club Restricted Liquor Licenses to date; however, the Act could be breached if any member, visitor or spectator consumes alcohol outside the designated licensed area.

The area that both clubs are looking at extending (see attached map), will allow for outside viewing, with the option to consume alcohol.



**Statutory Environment:**

Liquor Control Act 1988

**Policy Implications:**

Nil.

**Financial Implications:**

Nil – No cost to the Shire of Katanning

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

Facilities and Services

- Facility Development

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

**OC/17**      **That Council approves the extension to the Club Restricted Liquor Licensed Area, to cover the areas of the paved veranda and paved terrace directly located in front of the Sprig Bar entrances from the Quartermaine Oval side, extending the length of the paved veranda to end of the change rooms.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

**10.3.2**            **Terms of Reference, Project Advisory Group for the Katanning SuperTowns Heritage Centre Project.**  
(ATTACHMENT)

**File Ref:** CP.RP.1  
**Reporting Officer:** Sam Davis, Executive Manager Projects & Community Building  
**Date Report Prepared:** 16 May 2017

**Issue:**

To present a revised Project Advisory Group Terms of Reference for the Katanning SuperTowns Heritage Centre Project, and appoint an additional Elected Member.

**Body/Background:**

The Shire of Katanning has secured a \$15,720,000 investment from the State Government through its Royalties for Regions - Growing Our South Initiative, to undertake the Katanning SuperTown Heritage Centre Project; comprising the Welcome Precinct and the Piesse Lake Development. Significant funding has also be supplied by Lotterywest.

In February 2017 Council moved to adopt the Terms of Reference for the Katanning Supertown Heritage Centre (KSHCP) Project Advisory Group.

**Officer's Comment:**

The first KSHCP Project Advisory Group (PAG) meeting was held on 11 April 2017, where the existing members appointed the following representatives to fill the PAG's vacant positions:

<b>Name</b>	<b>Representing</b>
Mr Devon Gilmour	Katanning Community Representative
Ms Lisa Blacklow	Katanning Community Representative
Mr Cameron Taylor	Great Southern Development Commission Board Representative

The PAG has identified that it would be beneficial to amend the PAG ToR to include a position on the PAG for an additional Shire of Katanning Elected Member.

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil.

**Financial Implications:**

Nil.

**Strategic Implications:**

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

Facilities and Services

- Facility Development

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

**OC/17            That Council:**

- 1.        Adopts the revised Terms of Reference for the Katanning SuperTowns Heritage Centre Project Advisory Group; and**
- 2.        Appoints Cr. \_\_\_\_\_ to the Katanning SuperTowns Heritage Centre Project Advisory Group.**

**Voting Requirement:** Simple Majority

CARRIED/LOST:

DRAFT

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

Nil.

DRAFT

<b>10.5 DEPUTY CHIEF EXECUTIVE OFFICER</b>
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**105.1 Review of Council Policy 3.4 – Investment of Surplus Funds**  
(ATTACHMENT)

**File Ref:** AC/00/0007  
**Reporting Officer:** Andrew Holden, Deputy Chief Executive Officer  
**Date Report Prepared:** 15 May 2017

**Issue:**

To consider an amendment to Council policy 3.4 which relates to the investment of surplus funds.

**Body/Background:**

The Shire of Katanning Policy Manual is reviewed, and amended as necessary annually in October. Early last year Council approved the appointment of David Tomasi, Partner, Moore Stephens as the Shire’s auditor for a three year term commencing with the 2015/16 year. Moore Stephens completed the audit of the Shire’s 2015/16 accounts in March this year and have advised, that in their view, while the current Council Policy 3.4 relating to the investment of surplus funds technically complies with Financial Management Regulation 19C they believe the wording should be reviewed and updated.

**Officer Comment:**

Having reviewed the auditors suggestion, section 6.14 of the Local Government Act and Financial Management Regulation 19C (Reg19C) it is this officers opinion that the current policy should be replaced by the attached draft policy which better aligns with the wording of Reg19C ensuring requirements of the regulation are specifically within the wording of the policy.

<b>Policy #</b>	<b>Title</b>	<b>Description of Changes</b>
3.4	Investment of Surplus Funds	Updated to more specifically refer to the requirements of Reg19C.

Adoption of the draft policy by Council will result in Council’s policy then meeting the update suggestions made by the auditor.

The current policy specifies a list of authorised institutions that investments may be placed with. The draft policy replaces the naming of institutions with the definition of an authorised deposit taking institution consistent with the wording of Reg19C. In practice Shire officers, in applying the current policy in making investments, have placed them with those banks that have a “shop-front” presence in Katanning being Commonwealth, National Australia, ANZ, Westpac and Bankwest and no change in practice is expected with the change to the draft policy.

In addition to the changes to wording reflected in the draft policy document the title of the officer with review responsibility for this Policy has been updated to reflect the current organisation structure in changing the title from Director of Corporate & Community Services to the current title of Director of Corporate Services.

**Statutory Environment:**

Local Government Act 1995, s2.7 includes the determining of the Local Government's policies as a role of the Council.

Local Government Act 1995, s6.14 deals with the power to invest.

Trustees Act 1962 Part III deals with investment powers and the exercise of those powers by a trustee.

Financial Management Regulation 19C places restrictions on investments that may not be made by a local government.

**Policy Implications:**

The updated Policy 3.4 will not result in any practical change in application rather only in the detail and clarity of terms of guidance contained within the policy for the benefit of users.

**Financial Implications:**

Nil.

**Strategic Implications:**

Council's Policy Manual is an integral tool in Council delivery of good governance as listed in the Community Strategic Plan.

**Officer's Recommendation:**

**OC/17 That Council:**

- Adopts the following changes to its policies:**

<b>Policy #</b>	<b>Title</b>	<b>Description of Changes</b>
<b>3.4</b>	<b>Investment of Surplus Funds</b>	<b>Updated to more specifically refer to the requirements of Reg19C.</b>

- Changes the job title of the officer with review responsibility from Director of Corporate & Community Services to Director of Corporate Services.**

**Voting Requirement:** Absolute Majority.

CARRIED/LOST:

**10.6 CHIEF EXECUTIVE OFFICER'S REPORTS****10.6.1 2017 Annual Electors Meeting Minutes**

**File Ref:** GV.CM.1  
**Reporting Officer:** Julian Murphy, Chief Executive Officer  
**Date Report Prepared:** 17 May 2017

**Issue:**

To consider the minutes of the Annual Electors Meeting held on 20 April 2017.

**Body/Background:**

The Annual Electors Meeting for the Shire of Katanning was held on 20 April 2017 at the Katanning Leisure Centre. Public notice was given of the meeting time and date and the agenda was made available for public inspection prior to the meeting in accordance with the Local Government Act.

**Officer's Comment:**

At the electors meeting, Council received support by way of resolutions for the following:

- Retaining Royalties for Regions funding for Katanning; and
- The design and development of the new Shire Administration and Civic Building.

The meeting also made the following decision which requires consideration by Council:

- *This meeting requests at the first opportunity that the 2 broken slides at the old playground be removed so it improves the aesthetic of the area.*

The resolution refers to two slides located at the All Ages Playground in Katanning which are no longer in serviceable condition but remain in the playground behind safety barriers to prevent their use.

The playground has been identified for redevelopment as part of the Katanning Welcome Precinct project funded by Royalties for Regions and Lotterywest grants. There is currently a master planning process underway for the project which aims to identify the needs of the community and give guidance for the project including the redesign and development of the All Ages Playground.

The equipment has historical value and forms part of the original All Ages Playground which is considered an iconic feature of the region. Removal of the equipment now would achieve the result of improving the aesthetic of the park but may result in a missed opportunity to incorporate the old equipment into the new design or landscaping of the All Ages Playground.

It is recommended that the equipment remain in place until the planning and design process for the proposed redevelopment of the All Ages Playground is completed.

**Statutory Environment:**

Local Government Act 1995

- Section 5.27 – requires a general meeting of electors to be held at least once each year.
- Section 5.29 – requires 14 days local public notice of electors’ meetings to be given.
- 5.33 – requires that decisions made at electors’ meetings to be considered at the next ordinary meeting of Council.

**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/17            That Council Receives the minutes of the Annual Electors Meeting held on 20 April 2017.**

**OC/17            That Council:**

- 1.        notes the decision of the Annual Electors Meeting held on 20 April 2017 requesting the removal of 2 broken slides at the All Ages Playground in Katanning; and**
- 2.        declines the request on the basis that the equipment should remain in place until the planning and design process for the proposed redevelopment of the All Ages Playground is completed.**

**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**

**OC/17** That the urgent business of 12.1 be accepted at tonight's meeting.

**Voting Requirement: Simple Majority**

CARRIED/LOST:

**12.1** **Katanning Land Conservation District Committee Vehicle Lease Agreement**  
(ATTACHMENTS)

**File Ref:** PL.FL.1  
**Reporting Officer:** Libby French, Manager Finance  
**Report Prepared:** 19 May 2017

**Issue:**

Council to consider the lease of a new vehicle for the use of Katanning Land Conservation District Committee (Katanning LCDC).

**Body/Background:**

The Shire of Katanning has been leasing vehicles for use by Katanning LCDC since 1995. LCDC's are statutory committees appointed by the Commissioner of Soil and Land Conservation, and are consequently not an appropriate form of organisation to lease vehicles under their name.

The current vehicle has been leased by Katanning LCDC since July 2011 through Custom Fleet. During this period, Katanning LCDC asked to extend the lease in both 2013 and 2015 as the vehicle was still in good condition. As Custom Fleet allow a maximum lease term of 71 months, the current lease will conclude on 18 June 2017. Katanning LCDC have sought quotes for a new vehicle, and a quote from Toyota Fleet Management for a Holden Colorado 4WD has been proposed.

For the existing and previous vehicle leases, all associated costs have been the responsibility of Katanning LCDC, including lease payments, insurance, licensing and maintenance, and this will continue with a new lease arrangement.

Council Policy 10.1 - Use of Council Leased Vehicles by LCDC Co-ordinator covers the operation usage of the vehicle, however it does not give authority for Shire Officers to enter into a lease agreement for the vehicle on behalf of Katanning LCDC.

**Officer's Comment:**

Katanning LCDC require a vehicle in order to fulfil their operational requirements. They have been leasing their current vehicle for a number of years and reimburse the Shire all costs related to the vehicle and its lease. This has a nil financial impact to the Shire's budget.

The proposed new lease includes maintenance, registration and roadside assist, and fuel is at cost. The lease will be \$360.95 per month over 24 months. The vehicle will be insured through Council's general insurance arrangements and Katanning LCDC will be invoiced for the applicable value.

The Katanning LCDC are a valuable and enthusiastic organisation in Katanning, and have been involved in many beneficial projects. They have an active volunteer base who regularly provide their time to complete work, most recently the Piesse Lake project.

**Statutory Environment:**

Local Government Act 1995 – Sections 6.20 (Power to borrow) and 6.21 (Restrictions on borrowing).

Soil and Land Conservation Act 1945

**Policy Implications:**

Council Policy 10.1 – Use of Council Leased Vehicles by LCDC Co-ordinator; provides operational guidelines to Katanning LCDC Officers for the use of a Council leased vehicle.

**Financial Implications:**

The expenditure will be \$4,331.40 per financial year, and will be reimbursed by Katanning LCDC, having a nil financial implication to the Shire.

**Strategic Implications:**

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

Environment & Land Use

- Climate & Ecology Footprint

Development and Leadership

- Governance

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

**OC/17**      **That Council authorise the Chief Executive Officer to enter into a lease agreement with Toyota Fleet Management for a utility vehicle to be provided to Katanning LCDC for 24 months.**

**Voting Requirement:** Simple Majority.

CARRIED/LOST:

**13. CONFIDENTIAL ITEM**

**14. CLOSURE OF MEETING**

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