



Shire of Katanning

heart of the great southern

'Together, We're Building Katanning's Future'

MINUTES OF A ORDINARY COUNCIL MEETING

Dear Council Member

Minutes of the Ordinary Council Meeting of the Shire of Katanning held on
Wednesday 23 September 2015, in the Shire of Katanning Council Chambers,
14 Austral Terrace, Katanning, commencing at 6:00pm

DISCLAIMER

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

Cr Alan McFarland
SHIRE PRESIDENT

Table of Contents

Item No.	Item Heading	Page No.
1	Declaration of Opening/Announcement of Visitors	3
2	Record of Attendance	3
3	Response to Previous Public Questions Taken on Notice	4
4	Disclosure of Financial/Impartiality Interest	4
5	Public Question/Statement Time	4
6	Applications for Leave of Absence	6
7	Petitions/Deputations/Presentations	6
8	Confirmation of Minutes of Previous Meetings	6
8.1	Ordinary Council Meeting – Wednesday 26 August 2015	6
8.2	Audit and Risk Committee Meeting – 17 December 2014	6
9	Announcements by Presiding Member Without Discussion	6
10	Reports of Committees and Officers	10
10.1	Director of Engineering & Development Services Reports	10
10.1.1	Proposed Outbuilding and Rural Home Business Lot 637 (52) Tree Street, Katanning	10
10.2	Director of Corporate and Community Services' Reports	15
10.2.1	Receipt of Financial Reports for August 2015	15
10.2.2	Purchasing Policy Update	15
10.3	Executive Manager - Strategic Projects Reports	17
10.4	Acting/Deputy Chief Executive Officer Reports	17
10.5	Chief Executive Officer's Reports	17
10.6	Advisory Committee Meeting Minutes	17
11	Elected Members Motions	17
12	New Business of an Urgent Nature	17
12.1	St Patrick's School Katanning – Adopt A Spot	17
13	Confidential Item	20
14	Closure of Meeting	20

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS

The Presiding Member declared the meeting open at 6.00pm.

2. RECORD OF ATTENDANCE**PRESENT**

Presiding Member: Shire President - Cr Alan McFarland

Members: Cr Robert Godfrey
Cr Danny McGrath
Cr Craig McKinley
Cr Owen Boxall
Cr Richard Kowald
Cr Leisha Wood
Cr Alep Mydie
Cr Heather McCarley

Council Officers: Julian Murphy, Chief Executive Officer
Sarah Taylor, Director of Corporate and Community Services
Uwe Striepe, Director of Engineering & Development Services
Sam Davis, Executive Manager – Strategic Projects
Diana Marsh, Manager of Finance

Council Observer: Sarah Taylor, Director of Corporate and Community Services

Gallery: Matt Collis
Liz Guidera
Shirley Brokenshire
Emma McKinley

Media:

Apologies: Andrew Holden, Deputy Chief Executive Officer

Leave of Absence:

3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

12.1	Cr Alan McFarland	Disclosure of Interest Affecting Impartiality
12.1	Cr Craig McKinley	Disclosure of Interest Affecting Impartiality

5. PUBLIC QUESTION/STATEMENT TIME

Matt Collis advised that he believed that there was an issue with the factual recording of Council Minutes and that there were several occasions where he had requested that amendments were made to the minutes. Mr Collis felt that the questions raised and the answers provided in the minutes were not accurate. Mr Collis provided examples of instances where errors and corrections had been brought to the Shires attention and where amendments to minutes had been made.

Answer Shire President Alan McFarland

The recording of the minutes at Council meetings are not recorded verbatim, and that the minutes provide general direction of the discussion/questions. Cr McFarland advised that Mr Collis can supply questions to the Shire in advance of the council meeting so that the recording of questions can be more accurate. Mr McFarland also advised that Mr Collis can put a formal complaint to the Shire if he felt it necessary.

Liz Guidera felt that there were instances where additional information had been added to the answers provided by the Shire President in the Council minutes and that she felt that there was an issue with the accuracy of the minutes. Ms Guidera stated that it was easy for her to recall responses to questions raised by the public as they take notes during the meeting.

Written questions were provided by Liz Guidera prior to the Ordinary Council Meeting and were asked on request of the Shire President as follows:

Question Liz Guidera

At the July full Council meeting I asked where the "in the order of \$300K" for the redundancy payout for the ex CEO was coming from.

As opposed to the response that was listed in the minutes the response from the Shire President was:

"We don't know yet we will get a bit from here and a bit from there - we are having a meeting after this full council meeting to work it out."

As the payout was not mentioned in the budget summary for residents that came with their rates notes - and the money paid out was more than the entire rate rise - can you now explain where the money has come from?

Answer Shire President Alan McFarland

Cr McFarland advised the redundancy payment made to the former CEO/Project Manager was paid from the salaries operating expenses budget in the 2014/15 financial year.

Question Liz Guidera

A further question on this matter - In the last Annual Report, Dean Taylor is listed as the CEO, although this Council saw fit to pay him in the dual roles of CEO and Project Manager - in the top of CEO band salary, with the decision to make the position redundant a little questionable to the person on the street was the "legality" of what the Council chose to do was tested through official channels? Did you get professional advice? If so how did you source that advice?

Answer Shire President Alan McFarland

Cr McFarland advised there is a legal requirement for Councils to have a CEO. However Council was operating with the position of CEO/Project manager. Cr McFarland advised that professional advice was sought by him as President from WALGA Workplace Solutions. Cr McFarland was advised that it was suitable to make the position of joint CEO/Project manager redundant as Council was going to separate the two roles.

Question Liz Guidera**Supertowns funding**

What were the allocations of the SuperTown Funding in the following areas?
SuperTown Plan: Consultants?

Clive Street Redevelopment Project breakdown:

Main Street development total funds allocated to stage 1?

Design and consultants for Main Street redevelopment? (Spent)

Project Management for Main Street regarding development? (Spent to date)

Total cost of tiles purchased from Freo Stone?

A detailed breakdown of the projects funding allocation.

And importantly what funds are left for that project? (Not including the \$330 000 funding that was awarded for the stage 2).

Answer Shire President Alan McFarland

The information that has been requested is not at hand, the question will be taken on notice and an answer will be presented at the next Ordinary Council meeting.

Question Liz Guidera

Don't you have a budget?

Answer Shire President Alan McFarland

Cr McFarland advised that there was a budget.

Question Liz Guidera:

Don't you have that with you now?

Answer Shire President Alan McFarland

Cr McFarland advised that he did not and that Andrew Holden is responsible for the reporting on the project and he will be back next week.

Emma McKinley spoke on item 10.2.1 regarding the subject of the fir tree. Ms McKinley asked that Councillors strongly consider the removal of the fir tree. Ms McKinley stated that she understood why some would want to keep the fir tree but wanted the opportunity for her reasons as to why the tree should be removed be considered. Ms McKinley advised that the fir tree had not been maintained, shaped or pruned, and that its removal would enable better visual results, and easier access for

the area. Ms McKinley would like the area to be an outstanding area, and the tree being there would not allow this.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**8.1 Ordinary Council Meeting – 26 August 2015
(SEE ATTACHED MINUTES)**

MOVED: CR CRAIG MCKINLEY

SECONDED: CR RICHARD KOWALD

OC92/15 That the minutes of the Ordinary Council Meeting held on Wednesday 26 August 2015 be confirmed as a true record of proceedings.

Voting Requirement: Simple Majority

CARRIED: 9/0

**8.2 Audit and Risk Committee Meeting – 17 December 2014
(SEE ATTACHED MINUTES)**

MOVED: CR LEISHA WOOD

SECONDED: CR RICHARD KOWALD

OC93/15 That the minutes of the Audit and Risk Committee Meeting held on Wednesday 17 December 2014 be confirmed as a true record of proceedings.

Voting Requirement: Simple Majority

CARRIED: 9/0

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Presidents announcements without discussion: September 2015.

- Firstly may I welcome and introduce our new CEO Julian Murphy to his inaugural Shire of Katanning full council meeting. Julian has had to hit the ground running and I think his head is still spinning from all the projects we have on the go. Certainly I've been impressed on how quickly he is getting a handle on things. Welcome Julian.

- In addition to that we welcome Shirley King Ching as our Projects Manager. She started a few days after Julian. She also has been very busy with all the ongoing projects we have.
- I also need to commend the Deputy CEO Andrew Holden for the work done in the months previously in the time of recruitment and the lead time to the new CEO starting. It certainly wasn't easy and I thank Andrew for his efforts during this time.

Since the last council meeting everything seems to have happened:

- The Acting CEO, Cr Boxall and myself went to the Great Southern Zone of WALGA meeting in Albany on the 28th of August. Visiting was the Minister of Transport Dean Nalder and the Minister for Local Government Tony Simpson. We had the opportunity to ask some questions of the Ministers. We checked on the state of the rail network between Katanning and Narrogin and the Nyabing line to the Minister of Transport and asked the Minister of Local Government on his rates capping proposals.
- That evening I attended a launch of the Great Southern Sports Talent Association at the Katanning Leisure Centre, providing the possibility of scholarships and coaching assistance to those talented sports people to help them compete in the state and national arena.
- Julian started work on the 31st of August.
- The week beginning on the 7th of September saw the start of a media driven interest in our town. As we are renowned as a multicultural hub and a "Refugee Welcome Zone" I was asked on ABC Radio on a Monday afternoon if we would welcome Syrian Refugees. The next day I had 3 radio interviews, ABC 720, 6PR, ABC News Radio and another web based interview from BBC World. May I stress that in every single interview I said that we would welcome refugees, no matter the religion, with support from State and Federal Government. You do not just dump someone in the bush and forget about them as it seems may have been the case in the past. This I should also point out is not a new idea; one of the economic driver ideas from the SuperTowns process is the "Migrant Transition Centre". It would give us the resources to not only help new migrants, but to better serve those that are here already, especially with intensive English programs. I was interviewed today on the same issue again by ABC Great Southern.
- 9th of September after Forum saw Julian and I go to the Waste & Recycle Conference in Fremantle. Interesting 2 days talking about the reasons to avoid landfill, what to do, what not to do, what works, what doesn't. Very relevant as we are in the process of looking at a regional waste site. Councillors have my report on that.
- Friday the 11th saw the Bloom Festival launched in Kojonup. I didn't attend as I was in Fremantle, but the events are ongoing and the program is on the KAN, Katanning Landcare and Shire Facebook pages. I urge you to have a look, there's something for everyone.
- Tuesday the 15th of September was our CEO's welcome reception. Around 60 or so attended, including representatives of our neighbouring Shires.

- Friday the 18th we had the centenary commemorations of the Carrolup Artworks in the town hall and gallery. A very good turnout again.
- One of the VIPs down for that exhibition was the US Consul General, Cynthia Griffin. The Deputy President, the CEO and I had breakfast with her the next morning at the Katanning Saleyards. We discussed the building of the Saleyards and how we did it, student exchange programs, Syrian refugees, rail networks, education but to name a few. Certainly Cynthia was very interested and was willing to share some information that she had access to on some of the matters.
- The evening of Saturday the 19th saw the inaugural KRBA Business Awards. I attended that as a business person rather than as a Shire representative. A very enjoyable night and well done to all the local businesses that applied, (I didn't). Certainly congratulations to those deserving winners.
- Monday the 21st of September, the CEO and I had a meeting with the Member for O'Connor Rick Wilson on a variety of issues.
- Yesterday the CEO and I met with Margaret Kerr and Frances Kosseh - Departmental Officers WA Communities, Settlement and Multicultural Affairs, part of the Federal Multicultural affairs, they administer the grants that the Katanning Multicultural Centre receives, visited and was asked about funding shortfalls and a state of play here in Katanning. The CEO and I had a quite informative discussion on many of the issues that are current in our community, including homelessness, jobs, training and orientation.
- As of the 10th of September saw 9 candidates put up their hands for election to the 4 positions available on the Shire of Katanning. Thank you for all those that have put themselves up.
- Obviously one sitting councillor has chosen not to renominate so I would like to publically acknowledge the work the Cr Heather McCarley has done and been part of over the last 12 years. 2 things that come to mind are the signs on the approaches to Katanning via the 5 main roads and the debate over truck bypasses. Certainly signage into the CBD seemed to resonate with Heather, along with Christmas decorations. Thank you Heather for your service to our community.
- As you all know, Councillors Wood, Godfrey and myself are also up and have renominated. We'll see what happens.
- I must thank Cr Robert Godfrey for being the Deputy President for the last 2 years. I think it's only once or twice he had to actually chair the full council meeting, but there certainly times when he took over parts of meetings. It is a contrast of styles, having been Cr Kowalds Deputy previous, where he and I shared many interests; Cr Godfrey has different interests, so in some ways has spread the influence of council further in different directions.
- May I say that the last 2 years as President has been a hell of a ride. I was very proud to be part of the Opening of the Saleyards as a cumulation of all the work this Council had done to get that project, from start to finish. There's been some lessons learned along the way, there's been some rough times as well.

- Probably the one task, which I have performed fairly regularly, that gives me the most satisfaction, is the citizenship ceremonies. It's an aside to the general tasks that we do, but the look on some of the faces says it all.
- However we do and no matter who gets elected to council, I would like to point out to potential councillors, existing councillors and the general public: Do not rely on information given or gained from social media. For anything. Opinion is disguised as fact, information is incomplete, fact is treated as opinion, people play the player, not the ball, and conjecture abounds and never is the complete story told. It really does not represent the majority of public opinion. It can be useful as a notice board but I feel that is about it.
- I think more has happened to Katanning over the last 4 years than I have ever seen in my time on Council. Yes, there are some changes. There were all sorts of criticism over the highway roundabout when it was planned. Now, some of its fiercest critics have come to me and mentioned how well it works, including truckies and bus drivers. Katanning now has front door. How well we decorate that front door is yet to be seen.
- The other roundabout at the Clive Conroy intersection was similarly treated. For those that liked to rip up the main street at speed it was an inconvenience. But traffic now flows from Conroy Street where trucks and busses could be stuck for ages. It also defines where the business section of Clive Street starts.
- If there has ever been a council decision that has come back to bite me is those London Plane trees. Whether you like the new tree boxes or not, getting those trees out of the pavement on the side of the streets, destroying pipework, kerbing, footpaths and facades, is a big plus for the town. The information we had at the time said that they were the best thing to use. Now we know better. It was ironic to see, when Crs Godfrey, McKinley and myself had a look at street designs in Claremont, that London Plane trees had been planted almost identically to how ours were so many years ago. Right next to the facades that will soon fill up with rotting leaves. Not our problem.
- While on the Main Street, the tree boxes do add the colour our street had been lacking. I should point out that our gardening crew is currently or about to plant poppies there. Hopefully they will be flowering by Armistice Day. Love them or hate them, they have done the job they were supposed to do. Clive Street has slowed down to 40 km/h. It is safer for pedestrians. We need to do some tweaking on parking, bollards and sort out the supposedly trafficable pavers. We need to put some white lines about so people know where to stop at intersections, reflectors on the edges of tree pits, some of the little things. Staff are aware of all of the issues and they will get sorted.
- One thing that has worked is the Town Square. The fact that we have a set of toilets down that area of town after years of complaints about the lack seems to have escaped a lot of notice. The area is sheltered out of the wind, has good acoustics, I generally see people there most of the time. When we've had a crowd it's worked well. I still hope people will just use it whenever they want. Great spot for a band practise perhaps?

- I've done the meet & greet with many politicians in my time on Council, but perhaps never quite as many as the last 2 years as President. It comes with the job. One thing was said to me which was surprising. Roger Cook, the Deputy Leader of the State opposition, said, "Full marks to you guys in Local Government. I don't have to put up with what you have to in State politics. I do my job and go home. You guys have to live here". So thank you to the councillors for the last 2 years. Certainly Crs Boxall, McKinley & McGrath have had a very steep learning curve. Cr Kowald & Cr Mydie has just been cruising this time. Cr McCarley I've already mentioned, Cr Wood and Godfrey, thank you for the efforts that you have put in, not only the last 2 years but for everything you have been involved with in the community. It has certainly been a very eventful 2 years.

10. REPORTS OF COMMITTEES AND OFFICERS

Nil.

10.1 DIRECTOR OF ENGINEERING & DEVELOPMENT SERVICES REPORTS

10.1.1 Proposed Outbuilding and Rural Home Business Lot 637 (52) Tree Street, Katanning (SEE ATTACHMENT)

File Ref: A937
Reporting Officer: D Baejou, Consultant Planner
Date Report Prepared: 15 September 2015

Issue:

To consider an application for the planning approval for a 140m² Outbuilding and Rural Home Business at Lot 637 (52) tree Street, Katanning.

The recommendation is that the application be approved subject to conditions.

Body/Background:

A planning application has been received for an oversize outbuilding, setback relaxation and Rural Home Business.

The subject land is zoned Special Rural - Area 2 under Town Planning Scheme No. 4 (TPS4).

Records show the land owners to be Grahame J Green and Susan M Green.

The site contains a single storey dwelling, outbuildings, domestic garden areas, water tanks and a fenced dam. The site has frontage to Tree Street and Mills Street. It is serviced by an existing crossover. The property is well maintained, including internal accessways, parking and manoeuvring areas. Shire records and correspondence dated July 2013, January 2014 and November 2014 relates to previous approvals for a shed and shed extension on the subject land. The existing outbuildings total approximately 250m². Removal of a 6m x 8m 'lean-to' on the northern end of the existing shed is proposed to facilitate access to the new shed.

The proposed "Wide Span, skillion shed" has a floor area 10m x 14m, is 4.85m high at the front (east) and 2.7m high at the rear (west). The four bay steel-framed shed is to be metal clad using 'Evening Haze' colorbond® and 'Woodland Grey' roller doors. It is intended to locate the outbuilding in the north-west corner of Lot 637, 1.5m from the common boundary with Lot 167.

The applicant has advised the outbuilding will be used to garage the following:

- Isuzu truck with Hiab (9.1m long, 2.8m wide, 2.8m high)
- Ford Trader Dual Cab (7.1m long, 2.4m high)
- Leisure boat (9.5m long, 2.4m wide, 3.4m high)
- Trailer, motor bikes and firefighting equipment

The two trucks are commercial vehicles associated with the home-based regional contracting business, operating as PLJ Maintenance. The landowner is the agent for Wide Span Sheds and is the preferred installer for Westeel Grain Bins. A limited amount of equipment is stored at the Tree St property; the majority of the materials are delivered directly to farms. Work is seasonal, predominantly July to December.



Aerial Image of Lot 63752 (52) Tree Street

Officer's Comment:

The subject land is considered to be of sufficient size to accommodate the proposed development [Rural Home Business and oversize Outbuilding] without adversely impacting on the amenity of the area.

The use of part of the proposed Outbuilding for parking vehicles associated with the Rural Home Business is supported. The proposal is considered to be compatible with other uses in this area. There are a number of expansive home based commercial activities in the vicinity and there is a clear precedent for approval. At its meeting held 26 June 2013 the Council resolved to issue planning approval for a 364m² Outbuilding an adjacent property, Lot 623, to be used for storage of machinery and commercial purposes (including parking of vehicles).

The applicants have notified the affected adjoining landowner of this proposal. A letter of support for the 10m x 14m Outbuilding and 1.5m setback was provided with the application.

Given the written support from the adjoining landowner most likely to be impacted, the lot size, prevailing land use and the nature of the Home Base Business in relation to the surrounding development it is considered appropriate to allow a reduced boundary setback and to vary the 200m² floor area Policy requirement in this case.

The proposal is considered to meet the Scheme Objectives for the Special Rural zone set out in TPS4 and the intent of the Katanning Local Planning Strategy. The land use is consistent with the draft Local Planning Scheme 5, and more particularly the definition and criteria for Rural Home Business contained in the recently released Model Scheme Text. Planning Approval is recommended, subject to conditions.

Statutory Environment:

Town Planning Scheme No. 4 (TPS4) is an operative local planning scheme under the *Planning and Development Act 2005* and associated Regulations. Clause 6.7 of TPS4 sets out the following Objectives and Requirements for the Special Rural Zone:

Objectives

- a) to select areas wherein closer subdivision will be permitted to provide for such uses as hobby farms, horse breeding, rural-residential retreats.
- b) to make provision for retention of the rural landscape and amenity in a manner consistent with the orderly and proper planning of such areas.

Site and Development Requirements

The following minimum building setbacks shall apply:

Front : 15.0m

Rear : 10.0m

Side : 10.0m

As set out in Clause 6.7.4.2, in considering an application for planning approval within the Special Rural zone, Council shall have regard to the following:

- a) *the colour and texture of external building materials;*
- b) *building size, height, bulk, roof pitch;*
- c) *setback and location of the building on its lot;*
- d) *architectural style and design details of the building;*
- e) *relationship to surrounding development;*

- f) provision to be made for bush fire control; and*
- g) other characteristics considered by the Council to be relevant*

As set out in Schedule 1 – Definitions of TPS4

Rural Home Business: means a business, service, or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which:

- (a) does not employ more than 2 people not members of the occupier's household;*
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;*
- (c) does not occupy an area greater than 200 square metres;*
- (d) does not involve the retail sale, display, or hire of goods of any nature;*

- (e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of more than 3 vehicles, with vehicles not being more than 25 tonnes gross weight; and*
- (f) does not involve the use of an essential service of greater capacity than normally required in the zone*

Rural Home Business is listed in the Zoning Table as 'SA' (discretionary) within the Special Rural zone. 'SA' means that the use is not permitted unless the Council has granted planning approval after giving notice. Notice of the proposal has been published [advertised] in the local Newspaper, in accordance with Clause 8.3.3 b) of TPS4. The advertising period closed on 15 August 2015. No submissions were received.

Given the pending introduction of Draft LPS5, which will likely incorporate the recently released Model Provisions for Local Planning Schemes, being Part 6, Division 2 of the 2015 Planning and Development Regulations, the following definition is considered pertinent to this proposal:

- rural home business** means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —
- (a) does not involve employing more than 2 people who are not members of the occupier's household; and*
 - (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and*
 - (c) does not occupy an area greater than 200 m²; and*
 - (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*
 - (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*
 - (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight;*

The criteria listed in TPS4 and the 2015 Model Provisions are generally consistent, however the allowable vehicle size is more generous at 30 tonnes.

Policy Implications:

The Shire of Katanning Town Planning Scheme Policy No. 1 Outbuildings (SoK Policy 1) provides for Outbuildings in the Special Rural zone up to 4.2m in height and a maximum cumulative total floor area of 200m². Criteria 4) give latitude for reduced boundary setbacks, subject to written support from the adjoining landowner and compliance with the Building Code. As set out in Policy Criteria 11) there is scope to approve proposals where they exceed the above standards by up to 20% on the basis of adjoining landowners support and “no adverse visual impact on the amenity of the locality”.

The proposal for the Rural Home Business, oversize Outbuilding and reduced setback is considered acceptable when assessed against Clause 6.7.4.2 of TPS4 and SoK Policy 1. The wall height at 4.85m is within the 20% variation provided for by the Policy. The cumulative floor area of approximately 340m² and a reduction of the 10m boundary setback nominated in Clause 6.7.3 of TPS4 is unlikely to adversely affect local amenity. Notice was given; no objections were received. Written support has been received from the neighbour.

Financial Implications:

The applicants have paid \$152 advertising costs. The Planning Application Fee of \$222, as set out in Council’s Schedule of Fees and Charges, is yet to be paid.

Strategic Implications:

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

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

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

Community Objectives:

- To actively promote Katanning as a regional centre

Leadership and Development:

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

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

Officer’s Recommendation/Council Motion:**MOVED: CR CRAIG MCKINLEY****SECONDED: CR LEISHA WOOD**

OC94/15 That Council approves the planning approval be granted for Lot 637 (52) Tree Street, Katanning to be used for the purpose of Rural Home Business and oversize Outbuilding (10m x 14m) setback 1.5m from the western lot boundary, subject to the following conditions:

- 1) **Development to be generally in accordance with the approved plans.**
- 2) **Stormwater runoff from the new structure and associated hardstand to be adequately contained on-site.**
- 3) **On-site parking for up to three vehicles is to be provided and maintained by the developer.**
- 4) **The outbuilding may be used for storage of machinery and vehicles associated with the Rural Home Business however it is not to be used as a habitable room.**
- 5) **Advertising signage to have regard for the character and amenity of the locality and shall not exceed 0.2sqm.**

Advice Notes

- I. **This Planning Approval does not constitute a Building Permit**
- II. **Future development is required to comply with the Building Code of Australia and relevant statues.**

Voting Requirement: Simple Majority

CARRIED: 9/0

10.2 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES REPORTS

10.2.1 Receipt of Financial Reports (SEE ATTACHED FINANCIAL REPORTS)

RECOMMENDATION

MOVED: CR OWEN BOXALL

SECONDED: CR RICHARD KOWALD

OC95/15 That Council:

1. **Receives the Schedule of Accounts for August 2015.**
2. **Receives the Financial Statement for July and August 2015**

Voting Requirement: Simple Majority

CARRIED: 9/0

10.2.2. Purchasing Policy Update

File Ref: AC/00/0007

Reporting Officer: S Taylor, Director of Corporate and Community Services

Date Report Prepared: 17 February 2015

Issue: To consider amendments to the Council Purchasing Policy.

Body/Background:

A review of the Purchasing Policy has highlighted that a number of position titles and purchasing limits of authorised purchasers and corporate card holders require

updating, and in some instances deleting, to reflect the positions held in the current organisational structure.

It has also identified a need to provide a purchasing authority for the position of Project Manager, Administration Assistant to the Director of Corporate and Community Services, and the Administration Assistant to the Director of Engineering and Development Services. In addition these positions will require access to a corporate credit card for minor purchases.

Officer's Comment:

The recommended changes are required in order for the purchasing policy to continue to regulate Shire purchasing effectively, allowing easy recognition of authorised officers and setting clear purchasing limits.

The addition of the Project Manager, the Administration Assistant to the Director of Corporate and Community Services, and the Administration Assistant to the Director of Engineering and Development Services the purchasing policy will allow the employees to efficiently carry out their duties resulting in a more efficient process of budget management under the control of this role.

Statutory Environment:

Section 2.7 of the Local Government Act includes the determining of the Local Government's policies as a role of the Council.

Policy Implications:

Policies are to be amended, deleted or added as detailed per attached draft purchasing policy.

Financial Implications: Nil.

Strategic Implications: Nil.

Officer's Recommendation/Council Motion:

MOVED: CR ROBERT GODFREY

SECONDED: CR RICHARD KOWALD

OC96/15 That Council adopts the following changes to its purchasing policy:

- 1) Adds the Project Manager, Administration Assistant to the Director of Corporate and Community Services, and the Administration Assistant to the Director of Engineering and Development Services positions to the list of authorised purchasers and corporate credit card holders under Purchasing Policy 3.17.**
- 2) Updates Purchasing Policy 3.17 to reflect the position titles and purchasing limits of authorised purchasers and corporate card holders as per the draft attached.**

Voting Requirement: Simple Majority

CARRIED: 9/0

10.3 EXECUTIVE MANAGER – STRATEGIC PROJECTS

Nil.

10.4 ACTING/DEPUTY CHIEF EXECUTIVE OFFICER

Nil.

10.5 CHIEF EXECUTIVE OFFICER'S REPORTS

Nil.

10.6 ADVISORY COMMITTEE MEETING

Nil.

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

Nil.

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**PROCEDURAL MOTION****MOVED: CR LEISHA WOOD****SECONDED: CR CRAIG MCKINLEY****OC97/15 That the urgent business of 12.1 be accepted at tonight's meeting.****Voting Requirement: Simple Majority****CARRIED: 9/0****12.1 St Patrick's School Katanning – Adopt A Spot
(SEE ATTACHMENT)****File Ref:** CS/12/0002**Reporting Officers:** S E Davis, Executive Manager of Strategic Projects
J P Murphy, Chief Executive Officer**Date Report Prepared:** 23 September 2015**Issue:**

A formal decision from Council is sought regarding the retention of the fir tree located on the corner of Clive Street and Taylor Street as part of the St Patricks School - Adopt-A-Spot Initiative.

Body/Background:

In March 2015 early plans for an Adopt-A-Stop initiative were put forward by St Patricks Primary School and the Katanning Action Network. The initiative proposed

that the students and staff of the School would adopt the area located at the corner of Clive and Taylor Streets with the intention to undertake low maintenance improvement and enhancement to the site's gardens and associated areas.

A Memorandum of Understanding (MOU) agreement was signed by the Shire of Katanning and the School on 18 May 2015. Under the MOU the School presented detailed plans to the Shire for initial assessment by Senior Shire Officers, and for general information circulation to Councillors.

After discussion among Councillors, the Shire formally requested that the School hold off on enacting any plans to remove the Fir Tree due to its history until Council had an opportunity to discuss the matter in an appropriate Council Forum.

Cr Godfrey provide the following background on the tree: "The fir tree was planted in 1994/1995 as part of the first townscape plan to replace the old pine tree that was used as the Christmas tree, the old pine tree had a string of party lights that were hung in it. The Christmas tree was removed as it was dying and was becoming unsafe and had many dead/dying branches in it. Due to the fact it was close to a hundred years old, it was not able to be returned to health or have the dying wood removed and thus it was removed along with four very large sugar gums opposite the town hall (where the heritage garden is now). These trees were cut down in February/March 1995 either side of Cyclone Bobby passing through (how do I know, I cut them down, with my work colleagues).

The decision to plant the fir was taken, knowing it would take 30/40 years to grow to a height that would be suitable to be used as a Christmas Tree, the site was chosen as it was close to the main intersection of town and a prominent location, also it was not in the same ground/soil where the other tree/s had been removed from" – Cr Robert Godfrey, May 2015.

Council considered this matter at its ordinary meeting held on 26 August 2015 where it made the following decision:

OC88/15 That Council:

MOVED: CR ROBERT GODFREY

SECONDED: CR RICHARD KOWALD

- 1. Acknowledges the work of its project partners, the St Patrick's School Katanning and the Katanning Action Network in developing the initiative and positively anticipates the project's fruition.**
- 2. Further discussion to take place with St Patrick's School as to the removal or transplanting of the Fir Tree**

Voting Requirement: Simple Majority.

CARRIED: 8/0

The matter was discussed at the Council Forum on 9 September 2015 with representatives from St Patrick's School. The three options for the tree were considered:

1. Retain the fir tree
2. Translocate the tree; or
3. Remove the tree.

The translocation of the tree is considered unfeasible because of its size, the potential cost and the lack of expertise available to successfully transplant the tree.

There is mixed support for the retention or removal of the tree.

Officer's Comment:

To ensure clarity about the future of the fir tree it is recommended that Council formalise its position on the retention of the fir tree.

Statutory Environment:

Nil.

Policy Implications:

Nil.

Financial Implications:

The proposed plans for the development of the Adopt-A-Spot site present no implications to Council's budget.

Strategic Implications:

Council Officers have assessed the schools plans for the site and have only identified the Fir Tree as having potential strategic implications due to the history and original reasons for planting.

Officer's Recommendation/Council Motion:

MOVED: CR ROBERT GODFREY

SECONDED: CR RICHARD KOWALD

OC98/15 That Council:

- 1) **Confirms that the fir tree will be retained in its current location on the corner of Clive Street and Taylor Street; and**
- 2) **That the Shire will assist with the removal of the flagpoles and clearing of the site in support of the St Patricks School - Adopt-A-Spot Initiative.**

Voting Requirement: Simple Majority.

CARRIED: 7/2

Cr R Godfrey spoke for the motion
Cr C McKinley spoke against the motion
Cr R Kowald spoke for the motion
Cr H McCarley spoke for the motion
Cr A Mydie spoke against the motion
Cr D McGrath spoke for the motion
Cr A McFarland spoke for the motion

13. CONFIDENTIAL ITEM

Nil.

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 6.44pm