



Shire of
Katanning
Heart of the Great Southern

‘Katanning is a safe, sustainable, and prosperous community.
We respect and celebrate our diverse culture.’

**NOTICE OF
SPECIAL COUNCIL MEETING**

Dear Council Member

A Special Council Meeting of the Shire of Katanning will be held on
Thursday 28 September 2023 in the Shire of Katanning Council Chambers,
52 Austral Terrace, Katanning, commencing at 7.00pm.

Grace French
ACTING CHIEF EXECUTIVE OFFICER
Wednesday 27 September 2023

DISCLAIMER

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

PRESIDING MEMBER _____

DATE SIGNED _____



Table of Contents

| Item No. | Item Heading | Page No. |
|-------------|---|----------|
| 1 | Declaration of Opening/Acknowledgement of Country | 3 |
| 2 | Record of Attendance | 3 |
| 3 | Announcements by Presiding Member Without Discussion | 4 |
| 4 | Response to Previous Public Questions Taken on Notice | 4 |
| 5 | Disclosure of Financial/Impartiality Interest | 4 |
| 6 | Public Question/Statement Time | 4 |
| 7 | Applications for Leave of Absence | 4 |
| 8 | Petitions/Deputations/Presentations | 4 |
| 9 | Confirmation of Minutes of Previous Meetings | 4 |
| 10 | Reports of Committees and Officers | 4 |
| 10.1 | Executive Manager Infrastructure and Assets | 5 |
| 10.2 | Executive Manager Corporate and Community | 5 |
| 10.2.1 | Quartermaine Oval Upgrade – CSRFF Application | 5 |
| 10.3 | Chief Executive Officer’s Reports | 9 |
| 11 | Elected Members Motion of Which Previous Notice Has Been Given | 9 |
| 12 | New Business of an Urgent Nature | 9 |
| 13 | Confidential Item | 9 |
| 14 | Closure of Meeting | 9 |

1. DECLARATION OF OPENING/ ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member declared the meeting open at ____ pm.

Acknowledgement of Country

The Shire of Katanning acknowledges the Goreng Noongar people as the traditional custodians of the land that we live and work on. We recognise their cultural heritage, beliefs, and continuing relationship with the land, and pay our respects to Elders past and present.

2. RECORD OF ATTENDANCE**PRESENT**

Presiding Member: Cr Liz Guidera - President

Members: Cr John Goodheart – Deputy President
Cr Kristy D'Aprile
Cr Serena Sandwell
Cr Matt Collis
Cr Michelle Salter

Council Officers: Grace French, Acting Chief Executive Officer
Mark Taylor, Acting Executive Manager Infrastructure & Assets
Taryn Human, Executive Assistant Governance

Gallery:

Media:

Apologies:

Leave of Absence:

3. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

4. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

5. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

6. PUBLIC QUESTION/STATEMENT TIME

7. APPLICATIONS FOR LEAVE OF ABSENCE

8. PETITIONS/DEPUTATIONS/PRESENTATIONS

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 EXECUTIVE MANAGER INFRASTRUCTURE AND ASSETS

Nil.

10.2 EXECUTIVE MANAGER CORPORATE AND COMMUNITY**10.2.1 Quartermaine Oval Upgrade – CSRFF Application**

File Ref: CP.PL.4
Reporting Officer: Kirsty Flugge, Manager of Recreation Services
Date Report Prepared: 27 September 2023
Disclosure of Interest: No Interest to disclose

Issue:

To consider the merit of a submission for a Community Sport and Recreation Facility Funding grant to upgrade Quartermaine Oval.

Body/Background:

At the Ordinary Council meeting in August 2023, Council endorsed the Katanning Leisure Centre Master Plan and Concept Design Report; and prioritised the upgrade of Quartermaine Oval as stage one of the project due to it directly relating to improved participation levels, safety, and usability.

The proposed works for Quartermaine Oval include:

- Surface replacement (drainage, re-leveling, additional sub-base, topsoil, new irrigation and turf
- A new synthetic turf wicket
- Two new cricket practice nets
- Two new coaches boxes, interchange benches and a officials box
- Replacement oval floodlighting to 100 lux standard
- Power and sub-main switch board (SMSB) upgrade for the new flood lights.

Officer's Comment:

In January 2023, the Shire obtained a concept plan based estimate from a Quantity Surveyor for the oval components. The project team excluded tree planting, new goal posts and the relocation of the scoreboard (not required) and added a power and sub-main switch board upgrade for the new flood lights to the QS estimate. This resulted in an estimated project cost of \$2.41million.

To ensure viability of the project the following items were then added:

- Regional loading (15%)
- Contingency (10%)
- Escalation (6% per annum)

This results in a project estimate of \$3.62million (ex. GST). Note that this is a preliminary cost only based on a high-level concept plan. More certainty about project costs will only be available following the detailed design phase of the project.

The Community Sport and Recreation Facilities Fund (CSRFF) is managed by the Department of Local Government, Sport and Cultural Industries (DLGSCI) and provides \$20 million annually to community groups and local government authorities. Projects must aim to increase participation in sport and recreation with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

The CSRFF will fund up to one third of the total eligible project costs, with potential for 50% of eligible costs through a 'Development Bonus'. The Development Bonus is not guaranteed and therefore it is necessary to demonstrate that the Shire (or other third party) has capacity to fund the remaining two thirds of the eligible project costs. Projects are to be implemented between 2024/25 and 2026/27.

The table below articulates the proposed funding matrix (all prices ex. GST).

| Expenditure | | Notes |
|---|---------------------|--|
| Total Project Cost | \$3,620,367 | \$500,000 less if lighting is excluded. Costs include: <ul style="list-style-type: none"> • Regional loading (15%) • Contingency (10%) • Escalation (6% P/A) |
| Income | | Notes |
| CSRFF Grant (inclusive of Development bonus) - 50% | \$1,810,183 | This will reduce if lighting is excluded from the project. |
| CSRFF Grant (exclusive of development bonus) - 67% | \$1,194,721 | This will reduce if lighting is excluded from the project. |
| Local Business Contribution – Oval works | \$50,000 | Assistance to remove oval surface and soil delivery (TBC). |
| Sponsorship & Signage – Fencing | \$35,000 / \$47,000 | Proposal to seek support through the Wanderers Football club signage sponsorship programme (TBC). |
| WAFC & WACA grants: <ul style="list-style-type: none"> • Cricket practice nets (x2) • Coaches boxes • Interchange benches • Umpires / officials box | \$115,000 | WACA – Australian Cricket Infrastructure Fund - \$60,000 WAFL - \$55,000 (TBC). |

| | | |
|---|--------------------------------------|---|
| Shire contribution to be endorsed. (67% of the project cost minus other funding opportunities) | \$2,213,646 (with lighting included) | Includes a contribution from Reserve - \$395,271.65 plus 2024/25 contribution \$50,000 (TBC). |
| | \$1,709,353 (with lighting excluded) | |
| Shire contribution to be endorsed. (50% of the project cost minus other funding opportunities) | \$1,610,183 (with lighting included) | Includes a contribution from Reserve - \$395,271.65 plus 2024/25 contribution \$50,000 (TBC). |
| | \$1,233,846 (with lighting excluded) | |

If the estimated cost implications to the Shire are considered to be too high, then Council could opt to remove the oval lighting replacement from the project. The current lighting is old and does not meet minimum requirements however it still basically works. This could be delayed until such time as the Shire has sufficient funds for its implementation. It is recommended that the basic electrical infrastructure is installed to avoid abortive works.

Local government authorities are tasked with ranking CSRFF applications in their area using the following structure. The Shire has one CSRFF (Forward Planning) grant application for the September 2023 round being to upgrade Quartermaine Oval.

| | |
|---|--|
| A | Well planned and needed by municipality |
| B | Well planned and needed by applicant |
| C | Needed by municipality, more planning required |
| D | Needed by applicant, more planning required |
| E | Idea has merit, more planning work needed |
| F | Not recommended |

It is recommended that Council afford this project a priority ranking of 1, rate it as "A - Well planned and needed by municipality" and endorse the submission of the grant application to the DLGSCI for consideration in the CSRFF grant round. Applications are due by close of business on Friday 29 September.

Statutory Environment:

Local Government Act 1995

Local Government (Functions and General) Regulations

Policy Implications:

Shire of Katanning current policy 1.4 Asset Management Policy.

Financial Implications:

Endorsement of for the grant submission may lead to Council approving the expenditure of supporting funding for the upgrade of Quartermaine Oval, if the funding grant is successful.

Risk Implications:

This item has been evaluated against the Shire of Katanning's Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be "Medium" and will require the allocation of additional funding to address the lack of investment in Shire assets. This lack of investment is contributing to the issues with the Asset Sustainability Ratio.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2022 – 2032

Focus Area Social

Aspiration We will aim to provide access to services and support to all members of the community to create a safe, connected and cherished place to live, learn, work and play.

Objective To provide access to services, support and activities for young people.

Focus Area Built Environment

Aspiration We will work to provide our community with the services, infrastructure and facilities that meet its needs

Objective To provide well maintained public and open spaces that facilitate active and passive recreation.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/23

That Council:

- 1. Allocates the Quartermaine Oval Upgrade Project a priority ranking of 1 and rate it as "A – Well planned and needed by municipality"; and endorse the submission of a CSRFF grant application to the Department of Local Government, Sport & Cultural Industries for consideration in the September 2023 funding round (closing 29 September 2023); and**
- 2. Supports a contribution towards the Quartermaine Oval upgrade as required by the grant application of either 67% of the total project cost (\$2,213,646), based on normal Community Sport and Recreation Facilities Fund (CSRFF) guidelines, or 50% of total project cost (\$1,610,183) depending on approval by the Department of Local Government, Sport and Cultural Industries of a Development Bonus.**

CARRIED/LOST:

FOR:

AGAINST:

10.3 CHIEF EXECUTIVE OFFICER'S REPORTS

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

Nil.

13. CONFIDENTIAL ITEMS

Nil.

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at ____ pm.