



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  
ORDINARY COUNCIL MEETING**

Dear Council Member

The next Ordinary Council Meeting of the Shire of Katanning will be held on  
Wednesday 27 August 2025 at the Shire of Katanning’s Council Chamber,  
52 Austral Terrace, Katanning commencing at 6.00pm.

Peter Klein  
**CHIEF EXECUTIVE OFFICER**  
Friday 22 August 2025

**DISCLAIMER**

Any applicant or members of the public is advised to wait for written advice from the Council  
before taking any action on an application or a Council decision.

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

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

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**PLEASE NOTE:**

Council Meetings are recorded for accuracy of minute taking.

**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 Kristy D'Aprile - President

Members: Cr Liz Guidera – Deputy President  
Cr John Goodheart  
Cr Matt Collis  
Cr Ian Hanna  
Cr Paul Totino  
Cr Michelle Salter

Council Officers: Peter Klein, Chief Executive Officer  
Graham Barnes, General Manager Operations  
Taryn Human, Executive Assistant to CEO

Gallery:

Media:

Apologies: David Blurton, Executive Manager Corporate Services

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****9.1 Ordinary Council Meeting – Wednesday 23 July 2025**  
(SEE ATTACHED MINUTES)

**Voting Requirement:** Simple Majority

**OC/25** That the minutes of the Ordinary Council Meeting held on Wednesday 23 July 2025 are confirmed as a true record of proceedings.

CARRIED/LOST:  
FOR:  
AGAINST:

## 10. REPORTS OF COMMITTEES AND OFFICERS

### 10.1 GENERAL MANAGER OPERATIONS

#### 10.1.1 Proposed vesting of Lot 668 (76) Drove St Katanning, to the Shire of Katanning. (Attachment 1 – Email from the State Housing Commission)

**File Ref:** C/25/5146 - A2437  
**Reporting Officer:** Adrian Nicoll, Town Planner  
**Date Report Prepared:** 13 August 2024  
**Disclosure of Interest:** No Interest to disclose

**Issue:**

The State Housing Commission has invited Council to consider the 2.2ha site, identified as Lot 668 (76) Drove St, being vested to it under a management order.

The subject land is currently:

- Owned and managed by the State Housing Commission
- Zoned “public open space” under LPS#5
- Located adjacent to land zoned ‘General Industry’, ‘Enterprise’, Residential’ & ‘Industrial Development’

Majority vegetated (parkland cleared)

The site is registered as having Aboriginal Cultural Heritage significance.



**Background:****Proposed sale of Lot 668 (76) Drove St**

In 2023, the State Housing Commission inquired about selling the subject land to either the Shire or a member of the public. At the time, the Shire advised that the sale of the land for private development may be subject to a number of constraints such as:

1. The large number of trees on the property will result in the EPA and the DWER requiring a detailed flora and fauna investigation to confirm the environmental significance of the vegetation and fauna habitats on the land. Clearing approval is uncertain.
2. The current Public Open Space reserve classification will need to be transferred to a zone classification to accommodate development.

**Transfer of Lot 668 (76) Drove St to a Crown reserve**

In considering development constraints, in July 2025, the State Housing Commission proposed transferring the site to a Crown reserve and to vest with the Shire for management as Public Open Space.

The Shire's Town Planner and the State Housing Commissions held a meeting (4/08/2025) to discuss the proposed transfer and to get a better understanding of the current costs associated with maintaining the site. The following is a summary of the key discussion points of the meeting:

The State Housing Commission indicated that:

1. Katanning currently has a 'neutral public housing demand', meaning the subject lot is not required for development.
2. The site is currently designated in the Shire's scheme for Public Open Space and therefore should be vested with the Shire for the public to use.
3. The process to transfer the site to a Crown reserve would be undertaken by the State Housing Commission and that a letter of support from the local government would help facilitate the process.
4. The cost to maintain the site equates to around \$1,500/year.

As part of the process to transfer the site to a Crown reserve, the State Housing Commission has recommended the inclusion of a Management Order as follows:

*'Should the reserve not be required by the Shire of Katanning in the future and the Management Order be revoked, the land would revert back to its Freehold tenure to be held by the State Housing Commission'.*

**Comment:**

The Lot 668 (76) Drove Street is currently owned and managed by the State Housing Commission. The State Housing Commission maintain the site in its natural state, which includes slashing of the grounds, collecting rubbish and picking up fallen limbs.

The role of the State Housing Commission includes the construction of affordable housing opportunities for people who would otherwise have difficulty accessing appropriate housing. The State Housing Commission has however indicated that the subject land is not currently needed for public housing, is somewhat constrained to development (Aboriginal Heritage Site) and that the land is better suited as a Crown reserve, for the public to use as passive recreation.

There are positives and negatives in relation to the Shire taking on vesting and management of the subject land:

Positives	Negatives
<ul style="list-style-type: none"><li>• The subject land currently provides a natural amenity buffer between residential housing and industrial land use.</li><li>• As a Crown reserve vested to the Shire, the subject site would be available to the local community for passive recreation.</li></ul>	<ul style="list-style-type: none"><li>• Management of the site by the Shire would involve financial costs and personnel outlay. The community may expect the Shire to further develop the site for passive recreation e.g. bollards developed to demarcate boundaries, a developed path meandering through the site and signage to identify the significance of the site.</li><li>• The site is registered as a place of Aboriginal Cultural Heritage – it is an historical camping ground. Any improvements to the site will require consultation with the Traditional Owners.</li></ul>

The Shire is currently undertaking an audit of Shire owned land, the purpose of which is to identify opportunities to dispose of assets, to relieve the Shire of current maintenance liabilities. Taking on the management of additional land is not in the interest of the Shire from a financial or staff resourcing point of view.

It is recommended that Council delegate authority to the CEO to write a letter to the State Housing Commission, advising that for financial reasons and due to the development constraints associated with the land, the Council is not supportive of the proposed land vesting.

**Statutory Environment:**

The process to transfer land to the Crown involves a Crown Land Enquiry. This process would need to be undertaken by the State Housing Commission.

**Policy Implications:**

The Shire's Asset Management Policy (1.4) is committed to:

*Delivering financial sustainability by making decisions that lead to a cost-effective asset base, by focusing on whole of life costs, asset renewal, rationalising under-utilized assets and limiting asset expansion unless justified.*

**Financial Implications:**

Costs would be incurred from year to year to maintain the subject land (e.g. tree pruning, ground mowing/slashing).

**Risk Implications:**

Medium risk - taking on management of additional land may expose the Shire to difficulties associated with staff resourcing and its financial stability.

**Strategic Implications:**

The proposal does align with the following elements of the Shire of Katanning Strategic Community Plan 2022 – 2032:

<b>Focus Area</b>	<b>Social</b>
<b>Aspiration</b>	Katanning is a vibrant, active place that encourages its community to thrive.
<b>Objective</b>	To provide a safe place to live, work and play.
<b>Focus Area</b>	<b>Natural Environment</b>
<b>Aspiration</b>	Katanning is a sustainable community with a healthy natural environment.
<b>Objective</b>	To support and encourage greater urban tree canopy and vegetation in the townsite.

**Voting Requirement:** Simple Majority

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

- OC/25**      **That Council resolve to:**  
**Delegate authority to the CEO to write a letter to the State Housing Commission, indicating non-support for the transfer of the land to a Crown reserve for the purpose of Public Open Space and the vesting and management of the reserve being granted to the Shire. The letter is to indicate that the Shire is not in support of the proposal for the following reasons:**
- 1. Taking on the management of additional land is not in the interest of the Shire from a financial or staff resourcing point of view.**
  - 2. The Shire has sufficient land set-aside for the public to recreate.**

CARRIED/LOST:

FOR:

AGAINST:



**10.1.2 Local Planning Policy – Renewable Energy Facility**

(Attachment 1 – Track Change Policy)

(Attachment 2 – Final Renewable Energy Facility Policy)

(Attachment 3 – Schedule of Submissions)

(Attachment 4 – Submission)

**File Ref:** GV.PO.1  
**Reporting Officer:** Adrian Nicoll, Town Planner  
**Date Report Reviewed:** 11 August 2025  
**Disclosure of Interest:** Nil

**Issue:**

Renewable energy facilities in Western Australia are principally wind turbine and solar array systems. These facilities are used to generate energy. The placement and management of renewable energy facilities have become contentious issues in local communities across Western Australia. Concerns have been raised regarding the location of these facilities on agricultural land, their proximity to neighbours, and their potential impact on right-to-farm practices such as aerial spraying activities.

Prior to developing renewable energy facilities on private property, development approval is required. The Shire of Katanning does not currently have a policy position on how a Renewable Energy Facility should be considered for development.

**Body/Background:**

At the April 2025 Council meeting, the Council resolved to advertise a draft 'Wind Farm' policy, which seeks to introduce guidelines on the preparation, processing and determination of wind farms within the Shire of Katanning.

During the advertising period, a submission was received from a member of the public (Attachment 4), outlining the following:

1. The policy should include information on:
  - Community funding programs
  - Accommodation expectations and the use of local labor and businesses
  - Conservation of natural resources (gravel, water and sand)
2. Remove the requirement to increase the visibility of wind turbine blades. Wind turbine blades should be a white colour and should have a maximum of three blades.
3. Increase the distance between wind turbines and housing, from 1.5km to 2km.

As per the Attachment 3 (Schedule of Submissions), it is proposed that the comments received are either upheld or noted, other than the request to increase the distance between wind turbines and housing, from 1.5km to 2km (Dismissed). Staff recommend that setbacks should apply to neighbouring property boundaries, as follows:

- a) Without a good neighbour agreement in place, a minimum setback is required of at least 1.5 kilometres from any wind turbine, measured at the tip of the blades, and a neighbouring property boundary.

- b) With an executed good neighbour agreement, turbine setback can be located to a minimum of 500 metres between any wind turbine and a non-participating neighbouring lot boundary.
- c) A setback of at least 50 metres between any solar system and neighbouring property boundary.

By enforcing the setback to the neighbouring boundary (rather than to neighbours dwelling), potential impacts are contained within the boundaries of the proposed development. The proposed 1.5km setback to neighbouring boundaries (for wind farms), is considered reasonable and is consistent with the *Position Statement: Renewable Energy Facilities* (Western Australian Planning Commission, March 2020).

Shire staff have recommended some other minor amendments to the draft policy, including making the policy relevant to both wind farms and solar systems, under the following 'Renewable Energy Facility' definition:

*"Premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary."*

**Officer's Comment:**

A track change document has been provided as Attachment 1 (Track Change Policy), to show proposed amendments to the draft policy. The following is a list of the key proposed policy changes:

- Change policy name and reference throughout the policy document, to 'Renewable Energy Facility'.
- Clarify in the policy, that renewable energy facilities refer to both wind farms and solar systems.
- Include expectations on community funding, the accommodation of personnel, the use of local labour and businesses and the management of natural resources (e.g. gravel, sand and water).
- Require a written agreement of non-objection from neighbouring landowners, where wind turbines are proposed to be sited closer than 1.5km's to neighbouring lot boundaries.
- Determine setback requirements to neighbouring property boundaries, rather than to neighbouring housing.
- Include a setback requirement of 50m, between solar systems and neighbouring property boundaries.

It is requested that Council adopt the Local Planning Policy – Renewable Energy Facility, subject to modifications as noted above and shown in the Attachment 1 - Track Change Policy and Attachment 3 – Schedule of Submissions.

The Renewable Energy Facility policy seeks to ensure that developers engage with the community and consider any concerns, before applying for development approval.

The policy also includes a list of information required to be submitted on application for development approval, including:

- Details on community engagement.
- An assessment of environmental factors, including flora and fauna, visual amenity and any potential noise issues.
- Any impacts associated with transport of infrastructure and the maintenance of roads.
- A decommissioning plan outlining the removal of all renewable energy facilities and rehabilitation of the affected land at the end of the development's life.

The policy provides essential information to assist the Council in making an informed decision regarding the approval of renewable energy facilities. It outlines key expectations for developers regarding the necessary requirements to be included in a development application.

Additionally, the policy aims to foster community confidence by ensuring a transparent and thorough decision-making process.

**Statutory Environment:**

In accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, consideration of a new local planning policy involves two decisions:

- 1) An agreement of Council to prepare/advertise the policy; and
- 2) An agreement of Council to finally adopt, considerate of any comments received during advertising.

Should Council resolve to adopt a new local planning policy, a notice of the policy must be published in accordance with clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The *Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2, Deemed provisions for local planning schemes, Part 2 Local planning framework cl. 3*, states:

- A local planning policy must be based on sound town planning principles and may address either strategic or operational considerations in relation to the matters to which the policy applies.
- The period for making submissions...must not be less than the period of 21 days.
- After the expiry of the period within which submissions may be made, the local government must:
  - Review the proposed policy in the light of any submissions made; and
  - Resolve to proceed with the policy without modification; or proceed with the policy with modification; or not to proceed with the policy.

**Policy Implications:**

There are no policy implications relating to an agreement of Council to finally adopt the proposed Renewable Energy Facility policy.

A local planning policy gives a planning authority an opportunity to state how decisions should or will be exercised under the planning scheme. It can help applicants, and the community understand how a proposal will be considered and what will influence decision-making.

**Financial Implications:**

No direct financial implication.

**Risk Implications:**

The risk of policy adoption & compliance is low.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

**Focus Area** Leadership

**Aspiration** Katanning is an inclusive and respectful community.

**Objective** To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

**Voting Requirement:** Absolute Majority

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

OC/25

That Council

1. **Adopt the proposed Local Planning Policy - Renewable Energy Facility, pursuant to Schedule 2, clause 3 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
2. **Direct the CEO to publish a notice of the Policy in accordance with clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

CARRIED/LOST:

FOR:

AGAINST:

## 10.2 EXECUTIVE MANAGER CORPORATE SERVICES

### 10.2.1 Schedule of Accounts – July 2025 (Attachment)

**File Ref:** FM.FI.4  
**Reporting Officer:** Patrick Kennedy, Manager Finance  
**Date Report Prepared:** 6 August 2025  
**Disclosure of Interest:** No Interest to disclose.

**Issue:**

To receive the Schedule of Accounts Paid for the period ending 31 July 2025.

**Body/Background:**

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

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

Month	Cheques 2024/25	EFT Payments 2024/25	Direct Debits 2024/25	Credit Card 2024/25	Payroll 2024/25	Total Payments 2024/25
July	\$3,479.90	\$1,038,558.66	\$129,657.91	\$9,080.42	\$364,302.86	\$1,545,079.75
August						
September						
October						
November						
December						
January						
February						
March						
April						
May						
June						
<b>Total</b>	<b>\$3,479.90</b>	<b>\$1,038,558.66</b>	<b>\$129,657.91</b>	<b>\$9,080.42</b>	<b>\$364,302.86</b>	<b>\$1,545,079.75</b>

**Officer's Comment:**

The schedule of accounts for the month of July 2025 is attached.

**Statutory Environment:**

Local Government Act 1995.

6.8. Expenditure from municipal fund not included in Annual Budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution\*; or
- (c) is authorised in advance by the mayor or president in an emergency.

\* Absolute majority required.

**Policy Implications:**

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

**Financial Implications:**

Expenditure in accordance with s6.8 (1) (a) of the Local Government Act 1995.

**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 "Low" risk and can be managed by routine procedures and with current resources.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

**Focus Area** Leadership

**Aspiration** Katanning is an inclusive and respectful community.

**Objective** To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

**Voting Requirement:** Simple Majority

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

**OC/25** That Council endorses the Schedule of Accounts as presented, being EFT payments 39953 - 40096 totalling \$1,038,558.66, Cheques 42512-42515 totalling \$3,479.90, Payroll payments totalling \$364,302.86 Direct Debit payments totalling \$129,657.91, Credit Cards (June) totalling \$9,080.42, all totalling \$1,545,079.75 authorised and paid in July 2025.

CARRIED/LOST:

FOR:

AGAINST:

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**10.2.2      Monthly Financial Report – July 2025**  
(Attachment)

**File Ref:** FM.FI.4  
**Reporting Officer:** David Blurton, Executive Manager Corporate Services  
**Report Prepared:** 19 August 2025  
**Disclosure of Interest:** No Interest to disclose

**Body/Background:**

This item presents the Monthly Financial Report, which contains the 'Statement of Financial Activity' for the period ending 31 July 2025.

The report includes information which meets the statutory requirements of the Local Government Act and Financial Management Regulations. Other relevant financial information is provided to Elected Members to compare finance performance of the various business functions of the Shire against adopted budgets.

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% with a minimum value of \$10,000. Material variances between budgeted and actual expenditure are reported at Report 3 of the Monthly Financial Report.

**Officer's Comment:**

Below are the highlights for this reporting period:

**Revenue from Operating Activities**

- Rates YTD income is \$51,198 more than budget to the end of July 2025 as expected write offs (\$50,000) and concessions (\$5,000) are yet to be applied.
- Fees and Charges are \$89,990 more than budget relating to \$61,544 final phase 3 LRCI payment incorrectly being classified as fees rather than grants. This amount was unbudgeted and will be included in Midyear budget review. Saleyard yarding fees to end of July are also \$38,714 more than budgeted. Refuse site disposal fees are \$15,746 less than budgeted.
- Operating Grants and Subsidies are \$30,629 less than budgeted which relates to Direct Grants received \$9,337 less than budget, Harmony festival grants \$5,833 less than YTD budget and debt collection legal expenses reimbursement \$10,000 less than YTD budget.
- Interest earned is \$30,500 less than budget as term deposits for both reserve and municipal funds held are yet to mature.

**Expenditure from Operating Activities**

- Depreciation expense is \$779,730 below budget. Deprecation will not be run until the 24/25 accounts are finalised following audit.
- Employee costs are \$67,413 less than budgeted which relates mainly to salary costs for Public Works Overhead staff \$22,537. An accrued salaries journal of \$18,511 was processed in early July transferring expense to 24/25 financial year. Most other savings

relate to road and footpath maintenance however hard waste collection is \$36,166 over budget.

- Materials and Contracts is \$79,405 less than budget. The following variances from budget are noted
  - Plant repairs and maintenance is \$9,961 more than budget
  - KAC Maintenance expense is \$38,787 more than budget. Unfortunately, the budget for refurbishment works on the pool was not carried over into 25/26. This will need to be considered in the 25/26 midyear budget review.
  - Plant costs from hard waste pickup are \$19,023 more than budget
  - Subscriptions and memberships are \$35,677 under budget relating to timing of payment.
  - Computer software subscriptions are \$42,672 under budget relating to timing
  - Debt collection level costs are \$10,000 under budget.
  - Works program road maintenance is \$18,303 under budget.
- Utility charges are \$16,980 under budget which comprises savings at KAC (\$8,257) and fire prevention (\$6,323)
- Finance costs are \$10,756 more than YTD budget and this relates to loan guarantee fees as at 30 June 2025. These will need to be adjusted to the 24/25 financial year.
- Insurance costs are \$11,525 more than budget, which relates to the YTD budget allocation requiring adjustment. Fifty percent of the Councils Insurance premiums owing has been paid and officers do not expect the premiums to exceed the adopted budget by the end of the financial year.
- Non-Operating Grants are \$61,810 less than expected at end of July 25, relating to grant from the Katanning Early Childhood Centre (\$83,908) however grants from Regional Road Group Funding received is \$21,735 more than budgeted.
- Non-Operating Expenditure is \$936,628 less than expected for the following reasons;
  - BFB Shed \$33,330 under budget due to some delays in delivery of the project.
  - CESM Vehicle purchase \$29,000 under budget. Partners in the CESM agreement have elected to continue to lease a vehicle rather than purchase, so this will require a budget amendment in mid-year review
  - Amherst Village Deposits \$91,197 more than anticipated relating to contractual arrangements in refunding share of profit for outgoing tenants.
  - Road infrastructure \$43,027 under budget
  - Early Childhood hub \$855,318 under budget. First claim will be paid in August rather than July as anticipated.
  - Cemetery Improvements \$33,900 under budget due to some delays in project delivery.
  - Plant purchases \$33,250 underbudget due to timing.



- End of year surplus as at 30 June 2025 is \$592,275 less than budgeted which relates to the prepayment of Federal Assistance Grants. Council had expected to receive 75% of its 25/26 grant allocation as a prepayment, however only 50% was paid. This will be offset by more grant income received during 25/26 and it should be noted that the end of year accounts are yet to be finalised.

**Statutory Environment:**

Local Government Act 1995

Section 6.4 Financial Report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996.

Regulation 34 Financial activity statement required each month (Act s.6.4)

Regulation 34 of the Local Government (Financial Management) Regulations 1996 sets out the form and content of the financial reports which have been prepared and are presented to Council.

**Policy Implications:**

Shire has several financial management policies. The finances have been managed in accordance with these policies.

**Financial Implications:**

There are no financial implications for this report.

**Risk Implications:**

This item has been evaluated against the Shire of Katanning's Risk Assessment and Acceptance Criteria. The perceived level of risk is "Low" risk and can be managed by routine procedures and with current resources.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

**Focus Area** Leadership

**Aspiration** Katanning is an inclusive and respectful community.

**Objective** To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

**Voting Requirement:** Simple Majority.

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

**OC/25** That Council, in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, receives the Monthly Statement of Financial Activity for the period ending 31 July 2025, as presented.

CARRIED/LOST:

FOR:

AGAINST:

### 10.2.3 Long Term Financial Plan 2025-2034 (Attachment)

**File Ref:** CM.PL.3  
**Reporting Officer:** David Blurton, Executive Manager of Corporate Services  
**Date Report Prepared:** 21 August 2025  
**Disclosure of Interest:** No Interest to disclose

**Issue:**

The Council's Long Term Financial is due for renewal. Council has previously received a draft (April 2025) and resolved to wait for the adoption of the FY26 budget prior to considering again.

**Body/Background:**

Long Term Financial Plans form an integral part of the Shire's Integrated Planning and Reporting Framework and represent a rolling plan that informs the Corporate Business Plan to activate Strategic Community Plan (Council Plan) priorities. The Shires Long Term Financial Plan (LTFP) assesses the affordability and long-term impact of activities necessary to deliver services and maintain assets.

**Officer's Comment:**

Ideally, prior to completing the new LTFP Council would develop and renew its suite of Asset Management plans to inform the investment required to maintain assets at a pre-determined standard. Further, apart from the first few years of the plan, major individual projects have not been identified for the outlying years of the plan. This information will be populated when detailed Asset Management plans are adopted by Council.

The LTFP has been developed based on what is currently known, the current organisation structure and therefore the plan effectively represents "business as usual". Assumptions that have been used in the plan are identified on page 12.

By way of summary, the plan shows the following key outcomes over the life of the plan.

- net operating result (loss) slowly reducing, which is a positive trend.
- Capital Works program increasing gradually. Although this is still significantly less than the depreciation on the Council's assets.
- Funds held in reserve gradually increasing.
- Long term borrowings reducing significantly as no new borrowings are planned.
- Other figures remaining relatively steady over the period.

The Long-Term Financial Plan will assist in the preparation of future Annual Budgets and project planning.

**Statutory Environment:**

Section 19, Division 3, Local Government (Administration) Regulations 1996 establishes the minimum requirements for a local government to 'plan for the future'. This includes the requirement for the creation of a Strategic Community Plan and a Corporate Business Plan, as per Section 5.56 Local Government Act 1995). This plan complies with the State Government's guidelines for the development of an Integrated Planning and Reporting (IPR) framework, and the relevant advisory standards and Model LTFP provided by the Department of Local Government, Sport and Cultural Industries.

**Policy Implications:**

N/A

**Financial Implications:**

As detailed in the plan

**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 "Low".

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

**Focus Area** Built Environment

**Aspiration** Katanning is a beautiful, well serviced place that invite people to stay.

**Objective** To provide well maintained public open spaces and facilities that promote active and passive recreation.

**Voting Requirement:** Simple Majority

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

**OC/25** That Council adopt the Long-Term Financial Plan 2025-2034 as presented.

CARRIED/LOST:

FOR:

AGAINST:

<b>10.3 EXECUTIVE MANAGER COMMUNITY DEVELOPMENT</b>
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Nil.

## 10.4 CHIEF EXECUTIVE OFFICER'S REPORTS

### 10.4.1 Proposed Shire of Katanning Dogs and Bush Fire Brigades Amendment Local Law – Provision of Undertaking to WA Parliamentary Joint Standing Committee on Delegated Legislation

**File Ref:** GR.LG.2  
**Reporting Officer:** Chris Liversage, Contractor  
**Date Report Prepared:** 13 August 2025  
**Disclosure of Interest:** No Interest to disclose

**Issue:**

At its meeting held on 23 July 2025, Council resolved to amend the *Shire of Katanning Dogs Local Law 2025* and the *Shire of Katanning Bush Fire Brigades Local Law 2025* in response to a request by the WA Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL), which oversees the making of subsidiary legislation by local governments (item 10.4.2 refers).

**Body/Background:**

The *Shire of Katanning Dogs Local Law 2025* and the *Shire of Katanning Bush Fire Brigades Local Law 2025* was made by Council on 25 March 2025 (items 10.4.1 and 10.4.2 refer) and published in the Government Gazette on 8 April 2025 and 25 April 2025 respectively.

The JSCDL has previously requested a series of amendments to the local laws as set out in the minutes of the Council meeting held on 23 July 2025. While noting that the amendments are now in train, the JSCDL has however requested that Council provide an undertaking as shown in the recommendation below.

**Officer's Comment:**

Council to provide the undertaking as requested.

**Statutory Environment:**

Section 41 of the *Bush Fires Act 1954* and s51 of the *Dog Act 1976* sets out the process to make bush fire brigade and dog local laws, and to amend them. In both cases, local governments must use the process set out in s3.12 of the *Local Government Act 1995*. Further detail is set out in item 10.4.2 of the report to Council at its meeting held on 23 July 2025.

**Policy Implications:**

Nil.

**Financial Implications:**

There are costs associated with the drafting, adverting and Gazettal of the proposed Amendment Local Law.

**Risk Implications:**

Local Governments may make local laws about dogs in accordance with the Dog Act and its associated regulations, with such laws helping to reduce risks to the community. Similarly, under the Bush Fires Act, Local Governments with bush fire brigades are required to have a local law in place. While the risk of non-compliance is considered low, it is important that the Shire ensures it meets all statutory obligations.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

**Focus Area** Leadership

**Aspiration** Katanning is an inclusive and respectful community.

**Objective** To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

**Voting Requirement:** Simple Majority

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

OC/25

**That Council**

1. Resolves to undertake to the Joint Standing Committee on Delegated Legislation that the Council will:
  - (a) When the *Shire of Katanning Bush Fire Brigades Local law 2025* is next reviewed, amend the local law as follows:
    - i. In the First Schedule, item 1.1(2) definition of 'local law' replace *[insert name of local government]* with '*Shire of Katanning*'.
    - ii. Make all consequential amendments arising from the above amendments.
  - (b) Not enforce the local law to the contrary before it is amended in accordance with undertaking (a);
  - (c) Ensure that a copy of these undertakings accompanies the local law whenever it is made publicly available by the Shire whether in hard copy or electronic form.
2. Resolves to undertake to the Joint Standing Committee on Delegated Legislation that the Council will:
  - (a) When the *Shire of Katanning Dogs Local Law 2025* is next reviewed, amend the local law as follows:
    - i. In clause 3.14(1)(d)(ii), replace the reference to clause 410(3) with a reference to clause 3.10(3);
    - ii. In clause 5.1, in the definition of 'infringement notice' replace the reference to clause 5.3 with a reference to clause 5.4;
    - iii. In Schedule 1, at the top of the Form, replace 'Dogs Local Law 2022' with 'Dogs Local Law 2025';
  - (b) Make all consequential amendments arising from the above amendments.
  - (c) Not enforce the local law to the contrary before it is amended in accordance with undertaking (a);
  - (d) Ensure that a copy of these undertakings accompanies the local law whenever it is made publicly available by the Shire whether in hard copy or electronic form.

CARRIED/LOST:

FOR:

AGAINST:

#### **10.4.2        Corporate Business Plan** (Attachment)

**File Ref:** GV.PO.1  
**Reporting Officer:** Peter Klein, Chief Executive Officer  
**Date Report Prepared:** 11 August 2025  
**Disclosure of Interest:** No Interest to disclose  
**Attachments** Amended Corporate Business Plan

**Issue:**

The Council is required to review its rolling four-year Corporate Business Plan annually.

**Body/Background:**

Management and Council have jointly reviewed the Corporate Business Plan and amended this Plan as necessary to ensure it reflects the contemporary and prioritised needs of the Katanning community.

**Officer's Comment:**

The Corporate Business Plan 2026 to 2029 has undergone a thorough management review and has been considered in councillor workshops. Its delivery reflects our combined view on the best value for money services to be delivered by Council over the next four years.

**Statutory Environment:**

The *Local Government (Administration) Regulations 1996*, section 19DA, specifies as follows;

A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

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

- (5) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.

\*Absolute majority required.

- (6) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

**Policy Implications:**

Nil.

**Financial Implications:**

Nil – the priorities as included in this Corporate Business Plan have informed the FY 26 Budget and Plan delivery is therefore reflected in the Budget.

**Risk Implications:**

Low.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

Focus Area      Leadership

Aspiration      Katanning is an inclusive and respectful community.

Objective      To facilitate diversity and representation within the decision-making process.

**Voting Requirement:** Absolute Majority.

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

**OC/25      Council adopts the FY26 to FY29 Shire of Katanning Corporate Business Plan.**

CARRIED/LOST:

FOR:

AGAINST:

**10.4.3      Policy Review**

(Attachment 1 – amended Related Parties Policy)  
(Attachment 2 – amended Internal Controls Policy)  
(Attachment 3 – amended Child Safeguarding Policy)

**File Ref:** GV.PO.1  
**Reporting Officer:** Peter Klein, Chief Executive Officer  
**Date Report Prepared:** 15 August 2025

**Issue**

The Council's policies direct the values & performance of Council staff and ensure a consistent approach across the organisation to solving relevant problems.

**Background**

The Katanning Shire Council's policies are periodically reviewed to ensure they are current and reflect the contemporary objectives of Council.

**Officer's Comment**

The attached policies have been reviewed by senior management and only minor amendments are proposed.

**Statutory Environment:**

The *Local Government Act 1995* at clause 2.7(2)(b) determines that as the governing body, the Council is responsible for determining the local government's policies.

**Policy Implications**

On approval, this policy will take effect and replace earlier versions.

**Risk Implications**

The establishment of current policies is a risk mitigation tool and the process of review of itself, is a low risk activity.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

<b>Focus Area</b>	Leadership
<b>Aspiration</b>	Katanning is an inclusive and respectful community.
<b>Objective</b>	To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

**Voting Requirement:** Simple Majority

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

**OC/25      That Council adopts the amended Related Parties, Internal Controls and Child Safeguarding Policies.**

CARRIED/LOST:  
FOR:  
AGAINST:



**10.4.4        Piesse Park Bushtucker Master Plan**  
(Attachment – Bushtucker Provisions Masterplan)

**File Ref:** GV.PO.1  
**Reporting Officer:** Peter Klein, Chief Executive Officer  
**Date Report Prepared:** 11 August 2025  
**Disclosure of Interest:** No Interest to disclose

**Issue:**

The Badgebup Aboriginal Corporation in partnership with the Friends of Piesse Park (trading as Katanning Piesse Park Community Inc) have developed a Piesse Park Bushtucker Master Plan and are seeking Council's approval to implement this plan.

**Body/Background:**

Piesse Park (Lot 1 on Diagram 3847) covers an area of 8.3ha and is owned freehold by the Shire of Katanning. It is zoned urban development.

The Badgebup Aboriginal Corporation (BAC) and Friends of Piesse Park (the parties) have jointly developed a masterplan to guide the establishment of a bushtucker and snake-necked turtle nesting area within a section of Piesse Park. This masterplan has been developed with the support of landscape designer Good Batch Co.

Having developed the plan, the parties are now seeking approval from the Shire of Katanning, as landlord, to implement the plan with labour to be supplied directly by the parties and in particular, by BAC rangers.

**Officer's Comment:**

The masterplan has been professionally developed and if implemented will add measurable benefit both socially and environmentally, to the Katanning community. It has the potential to add value to everyone in the community and once established creates another reason to visit Katanning.

The attached service agreement is intended to clarify the responsibilities of the parties during implementation activities.

**Statutory Environment:**

Work Health and Safety Act 2020 – various provisions.

**Policy Implications:**

Nil

**Financial Implications:**

Council's obligation is to provide mulch and to date volume & frequency has not been specified.

**Risk Implications:**

Low.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

Focus Area      Leadership

Aspiration      Katanning is an inclusive and respectful community.

Objective      To facilitate diversity and representation within the decision-making process.

**Voting Requirement:** Simple Majority.

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

**OC/25**

**That Council;**

- a)      endorse the Piesse Park Bushtucker Provisions Masterplan, and**
- b)      notes the draft Service Contract – Delivery of Piesse Park Bushtucker Provisions Masterplan.**

CARRIED/LOST:

FOR:

AGAINST:

#### 10.4.5 Pioneer Memorial Wall

**File Ref:** GV.PO.1  
**Reporting Officer:** Peter Klein, Chief Executive Officer  
**Date Report Prepared:** 11 August 2025  
**Disclosure of Interest:** No Interest to disclose  
**Attachments** Pioneer Memorial Plaque

**Issue:**

An application has been received for the placement of a plaque on the Pioneer Memorial Wall and a decision to accept or reject this request is required from Council.

**Body/Background:**

The Shire of Katanning invites applications for the placement of a plaques on the Pioneer Memorial Wall.

The plaque must commemorate an event or persons of either historical, social or community significance to Katanning.

Approved plaques will be ordered by the Shire of Katanning and will comply with the plaque specifications determined by Council. The proposer is required to reimburse Council for purchasing the plaque and an additional charge of \$330 (inc. GST) will be applied to cover ongoing insurance and maintenance.

**Officer's Comment:**

The proposer is Morris (Peter) O'Donnell, and the proposed plaque is to recognise the contribution made to the district of Katanning by Martin O'Donnell and Elizabeth Josephine O'Donnell (nee Quartermaine). The proposed plaque is to contain the following text;

MARTIN O'DONNELL BORN KYNTON  
VIC 1874 DIED KATANNING 1960  
WAS ALLOCATED VIRGIN LAND  
1896 "MORRIBIN"  
IN 1903 MARRIED ELIZABETH  
JOSEPHINE QUARTERMAINE 1877  
-1958 THEY HAD TEN CHILDREN

Martin O'Donnell was born in Kyneton, Victoria in 1874 and died in Katanning in 1960.

Elizabeth Quartermaine was born at Williams Bridge in 1877 and died in 1958.

Elizabeth and Martin were married in 1903 and had 10 children.

In 1896, Martin O'Donnell was allocated a bush block in the Meribin (or Merriben or) district which he later cleared and farmed.

The Historical Society was engaged to verify the O'Donnell's background and to provide evidence in support of their recognition on the Pioneer Wall.

The Historical Society reported as follows;

Elizabeth Josephine O'Donnell (nee Quartermaine) is the granddaughter of Elijah & Elizabeth Quartermaine who were the first white settlers in the Katanning district.

The Quartermaine family is synonymous with Katanning's history from the early pioneer days through to today. Many Quartermaine family descendants still reside in Katanning including, many who don't carry the Quartermaine name.

The Quartermaine Oval at the Rec Centre is named in the family honour, for their long continuous connection to Katanning, and not for any individual Quartermaine family member.



Photograph of the 1903 wedding of Martin O'Donnell and Elizabeth Josephine Quartermaine.



Ellen Barron's grave

2-Elizabeth Josephine QUARTERMAINE<sup>1,10</sup> was born on 17 May 1877 in Williams Bridge, WA, AUS,<sup>1,2</sup> was christened on 3 Aug 1877 in Albany, WA, AUS (Catholic Church),<sup>2</sup> died in 1958<sup>11</sup> at age 81, and was buried on 4 Sep 1958 in Katanning, WA, AUS (Katanning Cemetery).<sup>4</sup>

Christening Notes: Priest: F Maten, godmother Mary Ann Smith.

General Notes: The 'e' was left off Elizabeth's surname at birth registration.<sup>1</sup>

Elizabeth married **Martin O'DONNELL** in 1903 in Katanning, WA, AUS.<sup>1</sup> Martin was born before 26 Oct 1874 in VIC, AUS,<sup>9</sup> died in 1960, and was buried on 26 Oct 1960 in Katanning, WA, AUS.<sup>4</sup>

Another name for Martin was Gerry.<sup>10</sup> They had ten children: **Martin, Florence Elizabeth, Patrick**

Produced by: Monica Goodlad (nee Armour), (08) 9535 1284, ekey1@bigpond.com

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Produced by Legacy on 12 Aug 2009

## Descendants of Eli QUARTERMAINE

1-**Eli QUARTERMAINE**,<sup>1</sup> son of **Elijah QUARTERMAINE** and **Elizabeth M DICKINSON**, was born on 20 Nov 1852 in York, WA, AUS,<sup>1,2</sup> died on 27 Aug 1936 in Katanning, WA, AUS (Richardson Street)<sup>3</sup> at age 83, and was buried on 29 Aug 1936 in Katanning, WA, AUS.<sup>3,4</sup> The cause of his death was prostatic hypertrophy & uraemia.

Birth Notes: Family Bible entry - 20th November 1852 at 4pm.

General Notes: The 'e' was left off Eli's surname at birth registration.<sup>1</sup>

Noted events in his life were:

- He worked as a sheep farmer at the time of his marriage on 8 Feb 1877.<sup>5</sup>
- He resided at 'Mean Mahn' at the time of his marriage to Ellen in 1877 at Katanning.
- His residence, at the time of Jane Frances' death on 22 Apr 1888 was Yowangup, Katanning, WA, AUS.<sup>3</sup>
- Bought 'Yowangup' from A C Gillam in 1914, bringing it back into the Quartermaine family.<sup>6</sup>
- Eli showed his skill in producing practical furniture from the available resources, which can be shown by this home made bush chair which he made. It is still in use, being bought at auction in 2005, and reputedly very comfortable to sit in!
- Bought 'Boyaminning' from his brother Elijah about 1920.



Home made bush chair

- Headstone marking Eli's grave at Katanning, WA, AUS.

Eli married **Ellen Barron SMITH**,<sup>1</sup> daughter of **William SMITH** and **Mary Ann BARRON**, on 8 Feb 1877 in Santa Maria Catholic Church, Albany, WA, AUS.<sup>1,5</sup> Ellen was born on 18 Dec 1853 in Perth, WA, AUS,<sup>1,7</sup> died on 12 Aug 1897 in Katanning, WA, AUS<sup>1</sup> at age 43, and was buried on 12 Aug 1897 in Katanning, WA, AUS.<sup>8</sup> Another name for Ellen was Ellenor.<sup>2,7</sup> They had 13 children: **Elizabeth Josephine, Mary Ann, Jane Frances, Drusilla Elinor, George Eli, Amy Louisa, Harriet Alicia, Agness Matilda, Walter William, Morton Francis, Donald Charles, Eli Elijah and Ellen Barron.**



Eli's headstone

Marriage Notes: The minister who performed the service was F Maten, and the witnesses were W G Smith & Jane Smith.<sup>2</sup>

Noted events in their marriage were:  
Portrait photo of Walter & Eli.

THEIR SONS.



Walter William (L) &amp; Eli Elijah Quartermaine

## Descendants of Eli QUARTERMAINE

Eli, Ellen Mary, Charles William, Mary, John Francis, Rose, Norah and Eva

Noted events in their marriage were:

- Headstone marking Martin & Elizabeth's grave at Katanning District, WA, AUS.



Martin & Elizabeth O'Donnell headstone

3-**Martin O'DONNELL**<sup>8</sup> was born on 11 Jan 1904 in Katanning, WA, AUS.<sup>1</sup> died on 28 Jul 1993 in Katanning, WA, AUS<sup>6</sup> at age 89, and was cremated in Albany, WA, AUS<sup>7</sup>

Noted events in his life were:

- Plaque in Memorium for Martin at Katanning, WA, AUS.

Martin married **Flora Agnes CHEETHAM**<sup>8,10</sup> daughter of **George Harry CHEETHAM** and **Dulcie Henrietta GREY**, on 11 Jan 1939 in Katanning, WA, AUS.<sup>10</sup> Flora was born on 22 Sep 1917 in Katanning, WA, AUS.<sup>1,10</sup> They had five children:

**Martin, Maureen, Maxine, Malcolm and Morris.**



Martin O'Donnell plaque

4-**Martin O'DONNELL**<sup>8</sup> was born on 18 Oct 1939 in Katanning, WA, AUS.<sup>8</sup> died on 14 Nov 2001 in Albany, WA, AUS<sup>9</sup> at age 62, and was cremated in Albany, WA, AUS<sup>9</sup> Another name for Martin was **Buddy**.<sup>8</sup>

Noted events in his life were:

- Plaque in Memorium for Martin at Katanning, WA, AUS.

Martin married **Cherry Elizabeth MOIR**<sup>9,10</sup> daughter of **Reginald Kilda John MOIR** and **Shirley Louise**, on 18 Oct 1975 in Perth, WA, AUS.<sup>10</sup> Cherry was born on 28 Mar 1949 in Subiaco, Perth, WA, AUS.<sup>10</sup> They had three children:

**Richard Martin, Michael John and David.**



Martin O'Donnell plaque

5-**Richard Martin O'DONNELL**<sup>9</sup> was born on 26 Feb 1978 in Perth, WA, AUS.<sup>10</sup>

Richard married **Kym KIRKMESS**<sup>10</sup> on 25 Oct 2008 in Christchurch Grammar, Claremont, Perth, WA, AUS.<sup>10</sup>

5-**Michael John O'DONNELL**<sup>9</sup> was born on 16 Feb 1980 in Perth, WA, AUS.<sup>10</sup> (Twin<sup>10</sup>)

5-**David O'DONNELL**<sup>9</sup> was born on 16 Feb 1980 in Perth, WA, AUS. (Twin<sup>10</sup>)

David married **Kathryn RYAN**<sup>10</sup> on 2 Mar 2007 in Frankston, VIC, AUS.<sup>10</sup> They had one son: **Gus Martin.**

6-**Gus Martin O'DONNELL**<sup>10</sup> was born on 2 Jun 2008 in Melbourne, VIC, AUS.<sup>10</sup>

4-**Maureen O'DONNELL**<sup>9,10</sup> was born on 24 Jan 1941 in Katanning, WA, AUS.<sup>10</sup> died on 22 Sep 1966 in Perth, WA, AUS (Sir Charles Gairdner Hospital)<sup>10</sup> at age 25, and was cremated in Perth, WA, AUS (Karrakatta Cemetery)<sup>8,10</sup>

Burial Notes: Cramatoruin Rose Gardens, section 11, grave 33

Maureen married **Douglas Ross BURTON**<sup>10</sup> son of **Douglas BURTON** and **Edith NEEDHAM**, on 14 Feb 1962 in Katanning, WA, AUS.<sup>10</sup> Douglas was born on 14 Aug 1934 in Bruce Rock, WA, AUS.<sup>10</sup> They had two children: **Sandra Marie and Michael Ross.**

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil – minor costs are to be reimbursed.

**Risk Implications:**

Low.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

Focus Area      Leadership

Aspiration      Katanning is an inclusive and respectful community.

Objective      To facilitate diversity and representation within the decision-making process.

**Voting Requirement:** Simple Majority

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

**OC/25      Council approves the proposed memorial plaque in honour of pioneers Martin O'Donnell and Elizabeth Josephine O'Donnell (nee Quartermaine).**

CARRIED/LOST:

FOR:

AGAINST:



#### 10.4.6 Community Safety Plan – Shire of Katanning

**File Ref:****Reporting Officer:** Mikayla Kafi, Community Development Officer**Date Report Prepared:** 11 August 2025**Disclosure of Interest:** No Interest to disclose**Issue:**

Shire of Katanning - Community Safety Plan.

**Body/Background:**

The development of a Katanning Safety Plan was initially suggested by Michelle Blackhurst, a road safety officer contracted to WALGA to provide support to local governments who have subscribed to the Safer Roads initiative.

A community survey was proposed to inform the Plan's development and this survey has recently been completed. The survey results are attached and these results highlight concerns around antisocial behaviour, road safety, crime prevention and public space safety.

Before any further action is taken to develop this plan, a decision by Council on the priority it attributes to this matter is requested and this decision will determine whether Shire staff will pursue this initiative, as outlined below.

A Safety Plan will set clear priorities, align efforts with stakeholders and enable a coordinated response to emerging issues. The target outcome is to strengthen community trust, improve law & order and support a shared responsibility amongst those with a role in influencing the safety of our community.

**Officers Comments:**

A Community Safety Committee is proposed to be established, by management, to guide the development and delivery of the Community Safety Plan. The committee will ensure the plan is developed collaboratively, with each member advising on what they can realistically contribute and deliver. This will enable an inclusive and coordinated approach to the Plan's development and outcomes that are practical and achievable and which address the areas of greatest need.

Participants in the development of the plan and their proposed contribution is outlined below.

- **Shire of Katanning (Community Development):** To coordinate the process, align actions with Shire priorities, and manage community engagement.
- **Shire of Katanning (Infrastructure and Assets):** To provide expertise in designing and maintaining safe public spaces, lighting, and related infrastructure.
- **Councillors:** To provide governance oversight and ensure decisions reflect community priorities.
- **Recreational Manager:** To address safety in Shire-managed facilities and events.
- **Community Resource Centre (CRC):** To strengthen outreach and connect with wider community networks.
- **First Nations Elder Groups:** To incorporate cultural knowledge and perspectives into safety strategies.
- **Youth Officer:** To represent young people and address youth-specific safety issues.



- **Department of Education:** To support school safety and preventative education programs.
- **Legal Services:** To advise on rights, responsibilities, and access to justice.
- **Health Services:** To address health and wellbeing factors that influence community safety.
- **Child Protection Services:** To safeguard vulnerable children and provide early intervention.
- **Katanning Police:** To offer crime prevention advice, share local crime data, and assist with targeted initiatives such as shoplifting prevention campaigns.
- **WA Police – Community Policing Department:** To maintain strong enforcement partnerships and deliver localised safety programs.
- **Local Businesses:** To contribute to crime prevention strategies and provide insight on retail security.
- **Sporting Organisations:** To improve game day environments, reduce match day violence, and encourage positive spectator behaviour.
  - **Palmerston:** Offer expertise in drug and alcohol prevention, intervention, and Family and domestic violence services.
  - **Anglicare:** Providing insights into housing support and homelessness outreach services.

The proposal is that the Community Safety Plan needs to be led by the Shire as the local government is a neutral body that can represent the whole community's best interests. Other organisations have their own mandates, priorities, and strategic plans, which may focus on specific areas or client groups. A Shire-led plan ensures a balanced, coordinated approach that addresses safety for all residents, rather than being shaped by the scope or limitations of any single agency.

The Community Safety Plan should be closely aligned with existing Shire strategies and policies, including the Local Emergency Management Plan, Youth Strategy, and Reconciliation Action Plan. Integrating these frameworks will create a cohesive approach to community wellbeing, reduce overlapping work, and ensure that safety initiatives complement and strengthen the Shire's broader strategic goals. This alignment will also help limit financial implications by leveraging existing resources, structures, and programs rather than creating entirely new systems.

Once developed, the Community Safety Plan would be presented for formal adoption by Council and be recognised as a Shire strategy. Embedding it as an official strategic document will provide a clear mandate for action, guide decision-making, and ensure community safety remains a sustained and visible priority across all areas of Shire operations.

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

This report has no immediate financial implications. Financial considerations will apply once the plan has been developed.

**Risk Implications:**

Low

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

Focus Area      Leadership

Aspiration      Katanning is an inclusive and respectful community.

Objective      To facilitate diversity and representation within the decision-making process.

**Voting Requirement:** Simple Majority

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

**OC/25**

**That Council;**

- 1.      Notes the community safety survey results, and**
- 2.      Approves management prioritising the delivery of a Katanning Community Safety Plan and commits to resourcing its development, as necessary.**

CARRIED/LOST:

FOR:

AGAINST:

**10.4.7            Demolition of 21 Round Drive**

**File Ref:** GV.PO.1  
**Reporting Officer:** Peter Klein, Chief Executive Officer  
**Date Report Prepared:** 21 August 2025  
**Disclosure of Interest:** No Interest to disclose

**Issue:**

The *Health (Miscellaneous Provisions) Act 1911* gives Council the authority to serve notices on properties that do not comply with provisions of this Act and on 4 December 2024, the following two notices were served on the owner of 21 Round Drive by Council's Environmental Health Officer;

1. House Unfit for Habitation Notice (refer section 135(2)), and
2. Condemned Building to be Removed Notice (refer section 137).

Under the first Notice the property owner was not permitted to occupy the house after 5.00pm on 4 December 2024. We believe the property has not been occupied since this time and the owner did not make an application to the State Administrative Tribunal for a review of our decision.

Under the second Notice issued on 4 December 2025, the property owner was "directed" to remove the house within 60 days i.e. by 2 February 2025. The owner was again advised in the Notice of her right to apply to the State Administrative Tribunal for a review of our decision. A request to review the decision was not made.

The house was not removed by the due date.

Under the *Health (Miscellaneous Provisions) Act 1911*, s140, if the owner fails to comply with the Notice to remove the house, the local government is empowered to demolish the house and recover costs from the owner. Section 140(1) gives the local government authority to sell the property after the house has been removed and to apply the sale proceeds to recover the demolition costs.

An allocation for the demolition of 21 Round Drive was not made in the FY26 budget.

**Body/Background:**

The house is in a terrible state of repair due to neglect and vandalism. There is severe structural damage, exposed & damaged asbestos throughout the property and essential services (water, sewerage, fixtures & fittings) are not in a functional state. In addition, there is a significant accumulation of rubbish and disused material throughout the house, posing a health risk.

Current photos of the property follow;



In the interest of community safety & wellbeing, it is recommended that the property be demolished by Council. Officers have sought quotes from three demolition contractors and these quotes have ranged from \$45,468 to \$80,100.

It is recommended that a demolition contract be awarded to Keybrook Utility Service who supplied the \$45,468 quote. Keybrook Utility Service were contracted last year to demolish the Greenhills Golf Club.

**Officer's Comment:**

As this demolition service is not budgeted, it is recommended that funds to pay for these demolition works be drawn from the Community & Economic Reserve.

We recognise that the demolition of this building as a service to the community. It improves the safety, wellbeing and amenity of any resident who has cause to interact with this property.

The property is unsafe – it is structurally unsound, the electrical supply is untested and dangerous and rubbish in the house and around the property is a haven for rodents. The property is not secured and there is evidence of unauthorised entry (possibly by local kids) who place themselves at real risk including from needle prick.

The wellbeing of residents is potentially affected by fibre release from damage asbestos and the attraction of vandals or other unauthorised users of this property.

Finally, the property is an eyesore. It is in a serious state of dilapidation and potentially devaluing neighbouring properties. It reflects poorly on the Katanning Community.

**Statutory Environment:**

*Health (Miscellaneous Provisions) Act 1911*, section 140 authorises a local government to demolish a house where the property owner has failed to comply with a Removal Notice issued under section 137 of this same Act.

Council may also issue an emergency building order under the Building Act 2011 s 110, 112, 115, 116, 122 and Building Regulations 2012, regulation 4

**Policy Implications:**

Nil

**Financial Implications:**

The estimated financial implication is summarised in the following table;

Item	Value
Contractor demolition cost	\$45,468
Internal (staff) project management	\$2,500
Sale price	\$35,00
Agents selling fees	\$5,000
Conveyancing	\$1,000
Total	\$18,968

**Risk Implications:**

Low.

**Strategic Implications:**

Shire of Katanning Strategic Community Plan 2022 - 2032

Focus Area	Leadership
Aspiration	Katanning is an inclusive and respectful community.
Objective	To facilitate diversity and representation within the decision-making process.

**Voting Requirement:** Absolute Majority.

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

**OC/25**

**Council approves;**

- 1. the demolition of the structures located on the property located at 21 Round Drive Katanning under the authority given to local governments by section 140 of the *Health (Miscellaneous Provisions) Act 1911*;**
- 2. draw up to \$50,100 from the Community and Economic Development Reserve to fund the demolition works;**
- 3. once the structures have been removed, sell the property under the authority also provided by section 140 of the *Health (Miscellaneous Provisions) Act 1911*; and**
- 4. reinvest any subsequent net proceeds of sale back into the Community and Economic Development Reserve.**

CARRIED/LOST:

FOR:

AGAINST:

<b>11. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>
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<b>12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING</b>
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**13. CONFIDENTIAL ITEMS****PROCEDURAL MOTION****MOVED:****SECONDED:****OC/25****That Council closes the meeting to the public to consider the following item relating to:**

- **Great Southern VROC – Appointment of Executive Officer**

**CARRIED/LOST:****FOR:****AGAINST:**

**13.1            Great Southern VROC – Appointment of Executive Officer**  
(Attachment 1 – Proposal)  
(Attachment 2 – Contract Document)

**File Ref:** GV.PO.1  
**Reporting Officer:** Peter Klein, Chief Executive Officer  
**Date Report Prepared:** 21 August 2025  
**Disclosure of Interest:** No Interest to disclose

**Reason for Confidentiality**

The Officer's Report is confidential in accordance with section 5.23 (2) (e) (iii) of the Local Government Act because it deals with a matter if disclosed, would reveal information about a business, professional, commercial or financial affairs of a person.

**Voting Requirement:** Simple Majority.

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

- OC/25            Council approves;**
- 1.    The appointment of the recommended Executive Officer to deliver services to the Great Southern VROC, and**
  - 2.    The execution of the document titled "Contract Document for the Provision of Executive Officer Services for the Great Southern Voluntary Regional Organisation of Councils", in accordance with the *Local Government Act 1995* section 9.49A.**

CARRIED/LOST:  
FOR:  
AGAINST:



**PROCEDURAL MOTION****MOVED:****SECONDED:****Officer's Recommendation/Council Motion:****Voting Requirement:** Simple Majority**OC/25      That Council reopens the meeting to the public.****CARRIED/LOST:****FOR:****AGAINST:**

<b>14.      CLOSURE OF MEETING</b>
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The Presiding Member declared the meeting closed at \_\_\_\_ pm.