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

NOTICE OF
ORDINARY COUNCIL MEETING

The next Ordinary Council Meeting of the Shire of Katanning will be held on Tuesday 28 July 2026 at the Shire of Katanning’s Council Chamber, 52 Austral Terrace, Katanning commencing at 5.30pm.

Peter Klein
CHIEF EXECUTIVE OFFICER
Thursday 23 July 2026

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 Ian Hanna – Deputy Shire President
Members:	Cr John Goodheart Cr Matt Collis Cr Gemma Trolove Cr Danny McGrath Cr Paul Totino
Council Officers:	Peter Klein, Chief Executive Officer Graham Barnes, General Manager Operations David Blurton, Executive Manager Corporate Services Nurul Abdullah, Senior Admin Records Officer
Gallery:	
Media:	
Apologies:	Nil
Leave of Absence:	Cr Kristy D’Aprile - President

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 – Tuesday 23 June 2026

(See Attached Minutes)

Voting Requirement: Simple Majority

MOVED: CR **SECONDED: CR**

OC/26 That the minutes of the Ordinary Council Meeting held on Tuesday 26 May 2026 are confirmed as a true record of proceedings.

CARRIED/LOST:
FOR:
AGAINST:

9.2 Special Council Meeting – Thursday 25 June 2026

(See Attached Minutes)

Voting Requirement: Simple Majority

MOVED: CR **SECONDED: CR**

OC/26 That the minutes of the Special Council Meeting held on Thursday 25 June 2026 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 Rear Lane Access – Council Policy

(Attachment 1-Draft Rear Lane Access Policy)

File Ref: GV.PO.1
Reporting Officer: Adrian Nicoll, Planning Officer
Date Report Prepared: 29 June 2026
Disclosure of Interest: No Interest to disclose

Issue: A new policy on the use of rear lanes as a primary source of vehicular access to landholdings where conventional access from the primary street frontage is impractical or unavailable.

Body/Background: The Shire has received enquiries from landholders seeking clarification as to whether development approval can be granted where access to a development is proposed to be obtained primarily via a rear laneway.

Some existing developments have occurred from side boundary to side boundary, preventing vehicular access from the primary street frontage to the rear of the property. Consequently, access to sheds or other ancillary development can only be achieved via a rear laneway.

At present, the Shire does not have a specific policy position regarding the use of rear laneways as the primary source of access to landholdings. While applications are assessed on their individual merits, the absence of a formal policy may result in inconsistent decision-making and uncertainty for landowners, developers, and the community.

Officer's Comment: Rear laneways can provide a practical means of access in established urban areas where site constraints limit access from the primary street frontage. However, reliance on rear laneways as the principal source of access may also raise considerations relating to traffic movements, road maintenance responsibilities, service vehicle access, amenity impacts on adjoining properties, and the intended function of the laneway network.

The preparation of a Council Policy would provide clear guidance regarding the circumstances in which rear laneway access may be supported, the standards expected of applicants, and any limitations or requirements associated with such access arrangements.

A policy framework would assist in ensuring consistent and transparent assessment of development applications while providing certainty to landowners and prospective developers.

Shire administration has developed a draft policy position on the use of rear laneways as the primary source of access to landholdings. The draft policy applies to proposals seeking to utilise a rear lane as the primary source of vehicular access where access from the primary street frontage to the rear of the lot is not possible or is significantly constrained.
Policy requirements have been included in the draft policy to manage:

- Rear lane access where frontage access is unavailable
- Safe and efficient vehicle movement
- Rear lane upgrades, maintenance, drainage, or sealing where necessary
- Development setbacks to rear lanes
- Design of development for passive surveillance, vehicle turning and reversing
- Bin storage, fencing and lighting

Shire administration is seeking Council approval to advertise the draft policy, to seek input from government agencies and the community. The draft policy is attached to this report item and is available for Council to review prior to agreeing to advertise. Post advertising, the policy and any submissions received will be submitted to Council for final consideration.

Statutory Environment:
Local Government Act 1995
Shire of Katanning Local Planning Scheme No. 5.
Planning and Development (Local Planning Schemes) Regulations 2015.
Land Administration Act 1997

Policy Implications:
Development Control Policy 2.6.
This policy sets out the Western Australian Planning Commission's requirements for the planning and design of roads in residential areas and provides guidelines for the design and layout of residential roads. This policy makes the following requirements for rear lanes:

- Traffic flows on rear laneways should not exceed 100 per day.
- Vehicle operating speeds should be 20kmh or less.
- Reserve widths should be a min 6m for rear laneways.

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 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

Aspiration	Katanning is a 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/26 That Council

Agree to advertise the draft Rear Lane Policy (being the version attached to this report item) pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015.*

CARRIED/LOST:
FOR:
AGAINST:

10.1.2 **Road Closure Proposal - Ausgold**

(Attachment 1 – Road Closure Initiation Request)

File Ref: CR.AG.1
Reporting Officer: Adrian Nicoll, Planning Officer
Date Report Prepared: 13 July 2026
Disclosure of Interest: No Interest to disclose

Issue:
To facilitate project development, Planning Solutions (consultants working on behalf of Ausgold) has asked Council to initiate a process to close road reserves and to undertake road alignment modifications in the Badgebup locality.

Body/Background:
A mining lease area granted for the Ausgold Katanning Gold Project, is dissected by road reserves, including the Wolyaming Road reserve, the Smith Road reserve, the West Road reserve and the Warren Road reserve.

Ausgold's Katanning Gold Project is a proposed open-cut mine near Badgebup. Due to proposed vegetation clearing, the project is currently undergoing an environmental review assessment process. Notwithstanding the environmental review process, Planning Solutions has lodged an application with the Shire requesting Council's approval to undertake the following road reserve changes:

- Closure of the following road reserves:
  (a) Wolyaming Road, for a section north of Smith Road
  (b) Smith Road, for a portion between Wolyaming Road and Garlick Road
  (c) West Road for the full length

- Closure of a portion of Warren Road to coincide with staged realignments of Warren Road.

Officer's Comment:
The proposed closure of Wolyaming, Smith and the West Road reserves, is required to enable the land within the road reserve to be mined in an efficient and safe manner.

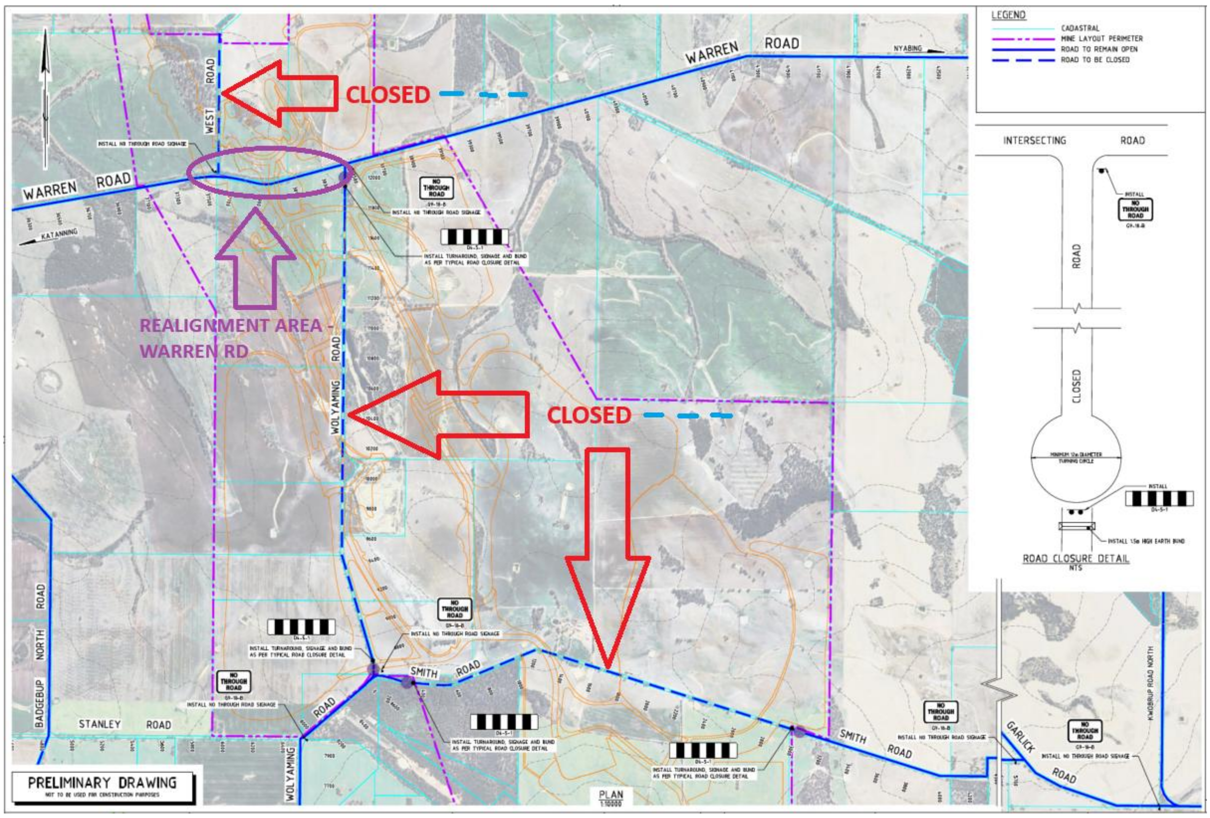
The closure of the Warren Road reserve is also required to enable mining to occur however, in this instance, due to the importance of the road as an east-west connector, it is proposed that the road reserve is also realigned to ensure vehicle movement is maintained.

It is proposed that the staged realignment of Warren Road is initially undertaken to a gravel standard, with a final sealed section being reserved and developed at the closure of the mining project (expected 10-year life… 2027-2037).

Under the *Land Administration Act 1997* (LAA), the closure of road reserves is administered by the State, with final determination made by the Minister for Lands. If the Minister was to approve the closure of the subject roads, Ausgold propose to then acquire the road reserve areas, amalgamate the road reserve areas into adjoining land and to then undertake mining within the subject land. Any vegetation clearing would be subject to a clearing permit being granted by the Department of Water and Environmental Regulation (DWER).

In-order to ensure the safe and efficient movement of public and mining vehicles throughout the locality, it is proposed that traffic management protocols are put in place at strategic locations, including signage (e.g. 'no through road'), line markings, controlled intersections, and turnaround infrastructure.

Attached to this report is Planning Solutions 'Road Closure Initiation Request', which shows in detail the portions of road reserves proposed for closure, the staging process for the Warren Road realignment and alternative roads available for strategic access. The figure below illustrates the portions of road reserves proposed for closure and the section of Warren Road proposed for closure/realignment.



East-west vehicle access is proposed to be maintained via the Warren Road and the Kojonup-Pingrup Road. North-south vehicle access is proposed to be maintained via the North-Kwobrup Road and the Badgebup-North Road.

Ausgold is in negotiations with landholders located due east of the proposed Katanning Gold Project, to provide internal access across Ausgold freehold land/mining tenements.

To progress the proposed road closures and road realignment, Council must resolve to initiate the process pursuant to section 58 of the *Land Administration Act 1997*.

The *Land Administration Act 1997* requires Council to consider the proposed road closures and if satisfied, to advertise the proposal (local newspaper, adjoining Shire, government agencies and potentially affected landholders in the Badgebup locality) for a minimum period of 35 days, inviting feedback and comment on the proposal.

If Council approves the road closures, with or without conditions, it must then write to the Minister for Land's seeking his approval for the proposed road closures and any conditions proposed by the Council.

As a decision making entity, Council is not permitted to resolve its final position on this matter until after the Environmental Protection Authority has approved the project.

Statutory Environment:

- *Land Administration Act 1997*
- *Land Administration Regulations 1998*
- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Shire of Katanning Local Planning Scheme No.5*

Under the *Land Administration Act 1997* (LAA), the closure of road reserves is administered by the State, with final determination made by the Minister for Lands (Minister).

(1). When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.
(2). When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.
(3). A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.
(4). On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —
 a) by order grant the request;
 b) direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or
 c) refuse the request.

Policy Implications:
There are no policy implications for this report.

Financial Implications:
There are no financial implications for this report.

The applicant has paid the required $1,542 application fee to process their request.

The proponent will also be required to pay the cost of the newspaper advertisement and will be invoiced by the Shire accordingly in due course.

Should the Minister for Lands ultimately approve the proposed road closure, the applicant will be required to pay all costs associated with the acquisition and amalgamation of the closed road reserves.

Risk Implications:
There is a medium risk that the community and/or the Minister do not support the proposed road closure and staged realignment.

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" risk and aspects may need conditional approval to be applied 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 facilitate diversity and representation within the decision-making process.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/26 **That Council, pursuant to *section 58 of the Land Administration Act 1997*, resolves to advertise for a period of 35 days, the request received to:**

1. Permanently close
   a) the Wolyaming road reserve (for a section north of Smith Road);
   b) the Smith Road reserve (for a section between Wolyaming Road and Garlick Road); and
   c) the West Road reserve (for the full length).

2. Modify the Warren Road alignment between West Road and Wolyaming Road, including a partial road reserve closure.

3. After the advertising period, the Council will consider any submissions before resolving a recommendation for submission to the Minister for Lands.

CARRIED/LOST:
FOR:
AGAINST:

10.2 EXECUTIVE MANAGER CORPORATE SERVICES

10.2.1 Schedule of Accounts – June 2026
(Attachment)

File Ref: FM.FI.4
Reporting Officer: Patrick Kennedy, Manager Finance
Date Report Prepared: 8 July 2026
Disclosure of Interest: No Interest to disclose.

Issue:
To receive the Schedule of Accounts Paid for the period ending 30 June 2026.

Body/Background:
The following reports are provided to Council monthly to demonstrate responsible and transparent financial management.

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

Month	Cheques 2025/26	EFT Payments 2025/26	Direct Debits 2025/26	Credit Card 2025/26	Payroll 2025/26	Total Payments 2025/26
July	$3,479.90	$1,038,558.66	$129,657.91	$9,080.42	$364,302.86	$1,545,079.75
August	$578.00	$1,596,393.93	$301,498.65	$7,885.55	$253,211.73	$2,159,567.86
September	$626.15	$1,102,477.89	$80,981.22	$2,198.64	$250,009.26	$1,436,293.16
October	$1,418.50	$1,537,396.75	$102,701.30	$7,073.10	$260,790.25	$1,909,379.90
November	$386.00	$1,418,117.99	$394,104.55	$13,388.27	$282,638.90	$2,108,635.71
December	$790.30	$1,263,756.50	$84,452.56	$6,992.52	$373,733.45	$1,729,725.33
January	$366.00	$1,119,863.13	$93,449.62	$3,346.46	$260,562.76	$1,477,587.97
February	$797.25	$1,278,643.62	$145,475.37	$3,618.64	$264,611.67	$1,693,146.55
March	$1,121.05	$1,966,769.01	$87,687.40	$9,085.18	$270,810.30	$2,355,472.94
April	$862.70	$1,749,928.91	$130,906.64	$6,849.31	$265,654.29	$2,154,201.85
May	$376.00	$1,526,616.88	$253,593.33	$10,190.59	$259,792.67	$2,050,569.47
June	$850.95	$2,203,107.79	$125,278.75	$13,840.49	$275,176.15	$2,618,254.13
Total	$11,652.80	$17,801,631.06	$1,929,787.30	$93,549.17	$3,381,294.29	$23,217,914.62

Officer's Comment:
The schedule of accounts for the month of June 2026 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 the 2026/27 budget and 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/26 **That Council endorses the Schedule of Accounts as presented, being EFT payments 41645-41801 totalling $2,203,107.79, Cheques 42543-42545 totalling $850.95, Payroll payments totalling $275,176.15 Direct Debit payments totalling $125,278.75, Credit Cards (May) totalling $13,840.49, all totalling $2,618,254.13 authorised and paid in June 2026.**

CARRIED/LOST:
FOR:
AGAINST:

10.2.2 **Monthly Financial Report – June 2026**
(Attachment)

File Ref: FM.FI.4
Reporting Officer: David Blurton, Executive Manager Corporate Services
Report Prepared: 20 July 2026
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 30 June 2026.

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

- General rates income is $61,001 more than budgeted at the end of the month. The 25-26 budget includes provision for $50,000 to be written off in rates during the year. The write off is expected to be triggered upon sale of properties which owe a significant amount of rates and as at 30 June 2026 these properties have not sold yet.

- Operating Grants and Subsidies ended the year $2,630,056 more than budgeted for the following reasons;

    - 80% of the Council's 26/27 Federal Assistant and Direct Grants allocation has been prepaid in 25/26 ($2.76m)
    - Transport commissions are $16,030 more than budget
    - Debt collection legal expenses are $47,861 less than budget
    - Grant Income from fire prevention activities are $20,740 below budget
    - LGGS grants from Bush Fire Brigade activities are $14,309 more than budget
    - Harmony festival grants $67,273 less than budget
    - Regional Council income is $13,027 less than budget.

- Fees and Charges ended FY25/26 $318,594 more than budget and relate to;
    - Saleyard fees $157,580 more than budgeted.
    - Waste disposal charges are $47,010 more than budget
    - KLC Gym and Fitness fees are $42,401 more than budget
    - Planning Assessment Fees are $49,857 more than budget.
    - Fees from Standpipe water sales are $10,014 less than budget
    - Property Lease Fees ended the year $48,966 more than budget.

- Interest revenue ended the year $80,140 more than budget mainly relating to interest on reserves being more than anticipated.

- Other Revenue ended the year $103,460 more than Budget for the following reasons;

    - Broadcasting site re-imbursements $19,580 more than budget
    - Insurance Claims $14,736 more than budget
    - Medical Centre Reimbursements $15,000 less than budget, however, invoices are pending.
    - Amherst tenants reducing equity payments $15,243 less than budget
    - Workers' compensation premiums $13,446 less than budget

- Profit on asset disposal is $34,561 more than budget relating to disposal of Kaatanup Loop properties.

<u>Expenditure from Operating Activities</u>

- Employee costs are $278,343 less than budget which relates mainly to;
    - salary costs for Administration staff $56,459 under budget
    - Training and development Administration Staff $19,101 under budget
    - superannuation for PWO employees $42,736 under budget
    - CESM salary costs $17,905 over budget due to payout of leave entitlements.
    - events wages (outside crew) are $42,090 under budget
    - Refuse Site wages $142,934 more than budget
    - Works program other reserves is $169,257 under budget
    - Salaries Community Development is $18,491 under budget.
    - Road maintenance is $109,869 under budget
    - Town Planning salaries $10,225 under budget
    - Footpath maintenance is $29,803 under budget
    - PWO salary costs are $62,293 over budget
    - KLC wages $32,891 under budget
    - Hardwaste pickup $24,283 over budget

- Materials and Contracts finished the year $743,935 less than budget. The following variances from budget are noted
    - Subscriptions and memberships are $28,500 under budget relating to timing of payment.
    - Consultants Admin are $22,600 under budget
    - Computer software subscriptions are $18,463 over budget relating to the prepayment of SynergySoft licence for 26-27 FY.
    - IT Hardware is $17,074 under budget.
    - IT support is $51,492 under budget.
    - Integrated Planning and reporting $20,000 under budget
    - Consultants – other governance are $22,050 under budget
    - Audit Fees are $100,940 under budget however an accrued expense journal has been processed $82,940 to transfer Audit fees expense for 24-25 financial accounts to the 24-25 financial year as was the case in previous financial year.

  - Housing business planning is $17,146 under budget.
  - Finance Consultant admin are $31,182 over budget however, there has been some mis-allocation to this account that needs addressing.
  - Professional advice and services are $16,022 under budget.
  - Works Program – Fire prevention is $13,186 under budget.
  - Heath Consultants is $14,091 under budget
  - Building Consultant services are $13,958 under budget
  - Works Program - Refuse site is $26,264 over budget.
  - Non potable water planning 20,000 under budget
  - Local Planning Scheme review is $20,000 under budget
  - Town hall events expenditure $10,000 under budget
  - Works program – other reserves is $97,329 under budget
  - KLC grounds and maintenance is $23,289 over budget
  - Special Projects Community Development is $20,000 under budget.
  - Harmony Festival grant expenditure is $68,099 less than budget
  - Youth activities expenses are $24,765 less than budget
  - Road Maintenance Materials $18,350 under budget
  - Economic Development Services is $29,739 under YTD budget
  - Fire mitigation expenses is $34,679 under budget
  - Amherst management fees are $22,791 under budget.
  - Consultants – Sanitation is $30,000 under budget
  - KAC maintenance expense is $24,176 under budget.
  - Regional Council expenses is $17,023 under budget.
  - Building program – other community amenities is $19,422 under budget
  - Plant repairs and maintenance including contract mechanic is $19,077 under budget.
  - Fuel and Oil is $11,797 over budget.
  - Community Development Grant expenditure is $21,696 under budget
  - Consultants' saleyards are $20,000 under budget.

- Utility charges are $20,721 under budget relating to the timing of payments for accounts. Most accounts are under budget with the exception of KLC utilities which is $13,491 over budget

- Finance Costs are 18,829 more than budget due to end of year interest accruals.
- Insurance costs are $18,550 more than budget, however a transaction totalling $10,670 has been incorrectly allocated to insurance instead of Materials requiring correction.

- Other Expenditure is $83,008 under budget mainly relating to election expenses (paid but incorrectly allocated to materials) and community grants program expenses yet to be paid.

- Loss on Asset Sale is $15,483 less than budget due to deferral in deposing of some items of plant

- Proceeds from capital grants, subsidies and contributions are $1,561,961 less than budget at year end, relating to
  - Airport runway grant $596,028 under budget – project delayed

  - DFES grant for BFB shed is $147,603 over budget however this may require adjustment.
  - Katanning Early Childhood Hub Project grants are $1,219,473 under budget. Approximately $1m of state government grant money remains unclaimed. This will be claimed at the completion of the project. All other grant funds have been received at 30/6/26.
  - Regional Road Group Grant is $82,402 more than YTD budget.
  - Roads to Recovery Grants is $47,651 over budget.

- Proceeds from disposal of assets are $137,350 less than budget which reflects a deferment in sale of some plant items.

- Acquisition of Property, Plant and Equipment and infrastructure is $3,868,605 less than expected for the following reasons;
  - Cat pound construction $10,000 under budget.
  - Amherst Village Deposits $42,210 more than anticipated relating to contractual arrangements in refunding share of profit for outgoing tenants.
  - Early Childhood hub $2,376,133 under budget. First claim was paid in August 25 rather than July 25 as anticipated putting claims one month behind the budgeted payment schedule. The project is on track for completion 30 September 2026.
  - Airport Runway project is $750,000 under budget as it is yet to commence.
  - Noongar Artwork Project $181,000 under budget and yet to commence
  - Roadworks materials $46,766 over budget
  - Roadworks employee cost $39,256 under budget

Surplus at end of year is significantly over budget estimates. Operational savings achieved in 25/26 and project delays comprise part of the surplus as does the prepayment of 80% of the Council's 26/27 Federal Assistant and Direct Grants allocation in 25/26 ($2.76m).

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:
The 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/26 **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 30 June 2026, as presented.**

CARRIED/LOST:
FOR:
AGAINST:

10.2.3 Amendment to 2026/27 Fees & Charges

File Ref: FM.FC.1
Reporting Officer: Patrick Kennedy, Manager Finance
Date Report Prepared: 9 July 2026
Disclosure of Interest: No Interest to disclose.

Issue:
To make an amendment to the 2026/2027 Fees & Charges.

Body/Background:
Following adoption of the 2026/2027 Fees and Charges, it was identified that three Refuse Site Disposal Charges for Commercial Operators (Non-Katanning Shire) noted below, were incorrectly listed as $104.00/tn (including GST).

The correct charges should be $126.00/tn (including GST) for the waste and builder's rubble items, which is a 5% increase on the amended 2025/26 Fees and Charges figure of $120.00/tn (including GST), as approved at the Ordinary Council Meeting of 23 July 2025.

Officer's Comment:
The proposed amended 2026/2027 Fees & Charges are:

G/L	CHARGE DETAILS	STATUTORY OR COUNCIL CHARGE	BASIS	GST STATUS	2026/27
	Refuse Site Disposal Charges				
126130	Waste to be land filled (Commercial Operator)(Non-Katanning Shire)	Council	per tonne	GST Inc	**$126.00**
126130	Waste to be land filled contaminated with recyclables (Commercial Operator)(Non-Katanning Shire)	Council	per tonne	GST Inc	**$126.00**
126130	Builders Rubble (Commercial Operator)(Non-Katanning Shire)	Council	per tonne	GST Inc	**$126.00**

Statutory Environment:
Section 6.16 (3) of *Local Government Act 1995* states:

Fees and charges are to be imposed when adopting the annual budget but may be —
(a) imposed* during a financial year; and
(b) amended* from time to time during a financial year.

* Absolute majority required.

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

Financial Implications:
Amendment of Fees and Charges in accordance with section 6.16 (3) (b) 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.

Officer's Recommendation/Council Motion:

OC/26 **That Council, pursuant to section 6.16 of the *Local Government Act 1995*, amends the adopted 2026/2027 fees and charges as follows;**

- **Waste to be land filled (Commercial Operator) (Non-Katanning Shire) $126 per tonne**
- **Waste to be land filled contaminated with recyclables (Commercial Operator) (Non-Katanning Shire) $126 per tonne**
- **Builders Rubble (Commercial Operator) (Non-Katanning Shire) $126 per tonne.**

CARRIED/LOST:
FOR:
AGAINST:

10.3 CHIEF EXECUTIVE OFFICER'S REPORTS

10.3.1 2026 Staff Engagement Survey – Results and Comparative Analysis
(Attachment)

File Ref:
Reporting Officer: Moh Aeson, Coordinator People & Culture
Date Report Prepared: 9 June 2026
Disclosure of Interest: No Interest to disclose

Issue:
To present the results of the 2026 Staff Engagement Survey, including a comparative analysis with the 2024 and 2025 survey results and to highlight key findings, areas for improvement and recommendations for future workforce engagement and development.

Body/Background:
The Staff Engagement Survey is conducted annually to assess employee satisfaction, alignment with organisational values and to gather employee feedback on opportunities to improve workplace culture, communication, leadership, safety and operational effectiveness.

The 2026 survey maintained its focus on the Shire's five organisational values:
- Harmony
- Integrity
- Community
- Safety First
- Innovative

The survey was open to all staff and included combination questions and open-ended responses.

Survey Participation

Year	Total Staff	Responses	Participation Rate
2024	63	38	60.3%
2025	62	43	69.3%
2026	66	45	68.2%

Participation Analysis
- The 2026 survey achieved a participation rate of 68.2%, showing continued strong staff engagement.
- It is more than likely many non-respondents were casual or infrequent employees who were not regularly at work during the survey period.
- Overall, the results indicate staff are willing to provide feedback and engage in improving the workplace.

Key Findings by Organisational Values
Harmony
- 82.2% of employees feel part of a team with shared goals and strong teamwork.

- 80.0% feel supported by colleagues and management in performing their role effectively.
- 86.67% believe leadership contributes positively to workplace culture.

Observation
Results indicate continued improvement in teamwork, collaboration and leadership culture across the organisation compared to previous years.

Integrity
- 80.0% of employees feel valued as a member of the Shire.
- 93.3% believe the work they do is meaningful.
- 80.0% feel their work is recognised and appreciated by management.

Observation
Employees continue to demonstrate a strong sense of purpose and organisational contribution, with recognition and appreciation improving across the organisation.

Community
- 84.4% feel their supervisor provides regular feedback and support.
- 91.1% are proud of the impact their work has on the community.
- 86.6% feel supported by their supervisor/manager.

Observation
Community pride and supervisor support remain among the strongest organisational themes identified in the survey.

Safety First
- 95.5% agree they can work safely in their role.
- 86.6% believe colleagues understand and take workplace safety seriously.
- 26.6% report moderate to high workplace stress.

Observation
Workplace safety culture continues to remain strong across the organisation. However, stress and workload management remain ongoing areas requiring organisational focus, but is significantly lower than 2025.

Innovative
- 82.2% feel comfortable providing feedback and sharing ideas.
- 75.5% believe they have influence over how work is performed.
- 85.12% would recommend the Shire as a place to work. (↑ from 57.9% in 2025 and 52.6% in 2024).

Observation
The 2026 results demonstrate a significant improvement in employee advocacy and workplace satisfaction compared to previous years.

This reflects a continued positive shift in organisational culture, employee engagement and overall workplace experience.

Free Text Feedback Themes

Suggestions to Improve Wellbeing (Q7)

Common themes identified across the organisation included:

- Better remuneration
- Additional staffing support during busy periods
- Improved communication and collaboration across the organisation
- Ergonomic improvements and updated equipment
- Team building activities and workplace culture initiatives
- Workplace wellbeing initiatives and fitness programs
- Leadership visibility and positive workplace behaviours
- Workload management and stress reduction

Suggestions to Make Roles Easier (Q8)

Common themes identified included:

- Improved communication regarding staff availability and leave
- Additional staffing support during absences and peak workload periods
- Access to better tools, equipment, and systems
- Improved organisational responsiveness and workflow efficiency
- Greater interdepartmental collaboration
- Clearer processes, expectations, and role clarity
- Flexible work arrangements and employee wellbeing initiatives

Analysis:

The 2026 Staff Engagement Survey reflects a positive organisational culture, with strong results across teamwork, leadership support, community pride, workplace safety, and employee participation.

The 2026 results also show a significant increase in staff advocacy, with 77.7% of employees indicating they would recommend the Shire as a place to work, compared to 57.9% in 2025 and 52.6% in 2024.

This suggests growing employee confidence in the organisation and improved workplace culture.

Conclusion:

The 2026 Staff Engagement Survey demonstrates a positive and improving organisational culture, with employees generally feeling supported, valued, safe, and proud of the work they perform for the community.

While the results are encouraging, the survey also identifies opportunities to further strengthen communication, remuneration, workload management, employee wellbeing, staffing support and workplace systems.

The continued use of annual staff engagement surveys provides valuable insight into employee experience and assists the organisation in identifying opportunities for continuous improvement.

Policy Implications:

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

Financial Implications:
Nil.

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 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/26 That Council:

1. **Notes the results of the 2026 Staff Engagement Survey.**
2. **Notes the comparative improvement in employee engagement results between 2024, 2025 and 2026.**
3. **Supports the continued development of workforce engagement initiatives focusing on:**
   - **Better remuneration**
   - **Improving communication and collaboration across departments.**
   - **Supporting employee wellbeing and workload management.**
   - **Reviewing staffing support and operational resourcing where required.**
   - **Continuing to promote positive leadership, safety culture, and employee participation across the organisation.**

CARRIED/LOST:
FOR:
AGAINST:

10.3.2 **Public Interest Disclosure Policy**
(Attachment)

File Ref: GV.PO.1
Reporting Officer: Peter Klein, Chief Executive Officer
Date Report Prepared: 13 July 2026
Disclosure of Interest: No interest to disclose

Issue:
To complete a periodic review of Council's Public Interest Disclosure Policy.

Body/Background:
Council policies are key governance documents that provide direction to Council administration and support consistent decision-making across the organisation.

The Public Interest Disclosure Policy has been reviewed as part of Council's ongoing policy review program.

The policy supports the requirements of the Public Interest Disclosure Act 2003 and outlines Council's commitment to encouraging and appropriately managing disclosures relating to suspected misconduct, corruption, maladministration, misuse of public resources or other matters that may constitute public interest disclosures.

The policy confirms Council's commitment to:
- Encouraging disclosures by employees, contractors, elected members and members of the public.
- Protecting disclosers from detrimental action where disclosures are made appropriately.
- Treating disclosures fairly, confidentially and in accordance with legislative requirements.
- Providing information and support to persons considering making a disclosure.
- Maintaining procedures and processes that comply with the Public Interest Disclosure Act 2003 and associated regulations.

Officer's Comment:
Management has reviewed the Public Interest Disclosure Policy and considers it remains consistent with the requirements of the Public Interest Disclosure Act 2003 and associated legislation.

The policy continues to provide an appropriate framework for the receipt, assessment and management of public interest disclosures and supports ethical conduct and accountability within the organisation.

Accordingly, management recommends that the policy be retained without substantive amendment.

Statutory Environment:
The policy supports Council's obligations under:
- Public Interest Disclosure Act 2003 (WA)
- Public Interest Disclosure Regulations 2003

- Local Government Act 1995
- Any associated standards, guidelines and procedures issued by the Public Sector Commission.

Policy Implications
The Public Interest Disclosure Policy will remain in force and continue to guide Council's management of public interest disclosures.

Financial Implications
Nil.

Risk Implications
Low.
Maintaining the policy assists Council to:

- Meet legislative obligations.
- Promote transparency and accountability.
- Reduce the risk of misconduct going unreported.
- Provide protection and support for individuals making disclosures.

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/26 That Council:

1. **Adopts the Public Interest Disclosure Policy as presented, and**
2. **Notes the Public Interest Disclosure Procedure and the requirement for this Procedure to be published on the Shire's webpage alongside the Policy.**

CARRIED/LOST:
FOR:
AGAINST:

10.3.3 **<u>Code of Conduct - Review</u>**
(Attachment)

File Ref: CM.PL.1
Reporting Officers: Peter Klein, Chief Executive Officer
Date Report Prepared: 14 July 2026
Disclosure of Interest: No interest to disclose.

Issue:
To consider revised Codes of Conduct in response to the adoption of new organisational values.

Body/Background:
Under the Local Government Act 1995 clause 5.51A, the CEO is responsible for preparing, implementing and amending the **<u>Code of Conduct for Employees</u>**. This matter is therefore raised with Council for information.

The model **<u>Code of Conduct for Council Members, Committee Members and Candidates</u>** is prescribed in regulations and rules for its adoption are covered by clause 5.104.

Council may make amendments to this Code of Conduct providing that the amendment will only affect council & committee members and must not be inconsistent with the model code.

The model Code of Conduct was last adopted by Council in March 2025.

Officer's Comment:
Proposed amendments to the Code of Conduct for Employees are minor in nature and are marked up in the attached draft. No other changes were considered appropriate. The document is presented for discussion and noting by councillors.

The model Code of Conduct for Council Members, Committee Members and Candidates has been reviewed and again only minor changes are recommended that do not change the intent but clarify the application.

This Code is presented for review and approval by an absolute majority of Council.

Statutory Environment:
- Local Government Act 1995, s 5.51A - Code of conduct for employees.
- Local Government Act 1995, s 5.103 & 5.104 – Model code of conduct for Council members, committee members and candidates.
- Local Government (Administration) Regulations 1996; Part 4A – Codes of conduct for local government employees

Financial Implications:
Nil.

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

Strategic Implications:
Shire of Katanning Strategic Community Plan 2022 – 2032

Focus Area	Leadership
Aspiration	Katanning is an inclusive and respectful community.
Objective	To lead by example – be involved, respectful and inclusive.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/26 That Council notes the amended Code of Conduct for employees.

CARRIED/LOST:
FOR:
AGAINST:

Voting Requirement: Absolute Majority

Officer's Recommendation/Council Motion:

OC/26

(a) That Council approves the amended Code of Conduct for Council Members, Committee Members and Candidates; and

(b) Authorises the CEO to be the Complaints Officer in accordance with clause 11(3) of this Code of Conduct to accept complaints and withdrawal of complaints.

CARRIED/LOST:
FOR:
AGAINST:

10.3.4 **Employee Housing Policy Review**
(Attachment)

File Ref: GV.PO.1
Reporting Officer: Peter Klein, Chief Executive Officer
Date Report Prepared: 15 July 2026
Disclosure of Interest: No Interest to disclose

Issue:
To conduct a periodic review of the Council's Employee Housing Policy.

Body/Background:
Council policies are key governance documents that provide direction to Council administration and support consistent decision-making across the organisation.

The Employee Housing Policy has been reviewed as part of Council's ongoing policy review program.

Officer's Comment:
Management has reviewed the Employee Housing Policy and recommends the amendments shown in the attached marked-up version of the policy.

The proposed amendments are minor in nature and are intended to improve the clarity and administration of the policy while ensuring it remains relevant and aligned with current organisational requirements.

Statutory Environment:
The *Local Government Act 1995* (s 2.7) establishes the council as the governing body and its responsibility for overseeing the affairs of the local government. Its role includes:

- governing the local government's affairs;
- determining the local government's policies;
- setting objectives and priorities;
- ensuring the local government's functions are properly performed; and
- overseeing the allocation of resources. (Section 2.7)

Policy Implications:
Subject to Council approval, the amended Employee Housing Policy will replace the current version.

Financial Implications:
Nil.

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 lead by example – be involved, respectful and inclusive.

Voting Requirement: Simple Majority.

Officer's Recommendation/Council Motion:

OC/26 That Council adopts the amended Employee Housing Policy as presented.

CARRIED/LOST:
FOR:
AGAINST:

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

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

13. CONFIDENTIAL ITEMS

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at pm.