



Shire of
Katanning
Heart of the Great Southern

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

**MINUTES OF THE
ORDINARY COUNCIL MEETING**

Dear Council Member

Minutes of the Ordinary Council Meeting of the Shire of Katanning held on
Wednesday 25 June 2025 at the Shire of Katanning’s Council Chamber,
52 Austral Terrace, Katanning.

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 6:00pm.

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
David Blurton, Executive Manager Corporate Services
Taryn Human, Executive Assistant to CEO

Gallery: Wayne Lequartermaine
Liv Nolan
Sarah Peddie
Katherine Thompson
Serena Sandwell

Media:

Apologies:

Leave of Absence:

3. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

President Kristy D'Aprile welcomed Councillors, staff, and gallery attendees, reminding everyone that the meeting is being recorded under the Local Government Amendment Act 2023. Councillors were reminded to press their buttons to speak, and gallery members were asked to stand, state their name if they wish to speak. President D'Aprile acknowledged the active community despite recent wild weather, highlighting winter sports and volunteer efforts, particularly the tree planting at Prosser Oval by the Friends of Piesse Lake and Councillor Collis. Appreciation was also extended to various local schools, organizations, and volunteers for their contribution to the recent Reconciliation Day event at Piesse Lake. President D'Aprile thanked Councillors Guidera and Goodheart for their participation at the recent Zone and budget announcement events, noting the positive investment in the Great Southern region and the ongoing need for community advocacy.

4. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

5. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

Nil.

6. PUBLIC QUESTION/STATEMENT TIME**Summary of Katherine Thompson's Statement:**

Katherine Thompson, Chief of Staff and Director of Corporate Affairs at Hireup, introduced the organisation as an online platform for disability and aged care services. Founded 10 years ago by siblings Jordan and Laura for their brother Shane, Hireup was created to offer more empowering and positive support options than what was available at the time.

Hireup connects people with disabilities or home care packages directly to support workers through a technology platform, allowing participants to choose who supports them, when, and how, without the limitations of traditional rostering systems. Unlike many platforms, Hireup is a registered provider under the NDIS and is pursuing aged care registration, committing to strong regulatory standards. Another key difference is that all support workers are directly employed by Hireup, rather than operating as contractors, ensuring greater accountability, safety, and administrative support for workers.

Katherine Thompson highlighted Hireup's work in Katanning, partnering with the NDIA to explore ways to improve support for people who may be under supported due to service gaps. By formally employing local support workers, Hireup aims to provide safe, consistent care while helping participants use the government funding they're entitled to. Katherine Thompson expressed appreciation for the community's engagement and her positive experience visiting Katanning for the first time. She then invited her colleague Liv to share further updates.

Summary of Liv Nolan's Statement:

Liv Nolan, Rural and Remote Engagement Manager at Hireup, has been based in Katanning since mid-April conducting community outreach and stakeholder engagement. She expressed gratitude for the warm welcome from the community and shared an update on Hireup's local progress.

Liv Nolan has met with various organisations including Aboriginal corporations, the Shire, the Leisure Centre, local service providers (like APM and Onsite), and the NDIA Local Area Coordinator, Nigel Morris. She has also connected with support coordinators and attended several community events such as the All Abilities Program and plans to attend the Autumn Seniors Lunch.

So far, Hireup has held four information sessions at the library, attended NDIA events in Tambellup, Wagin, and Katanning, and seen growing interest from the community. To date, 17 support workers have registered on the platform, with many in the final stages of onboarding. Three clients are already using the platform (two NDIS and one aged care), and five more potential clients are in discussions.

The current focus remains on education and awareness around how Hireup can complement existing services in Katanning. Liv Nolan continues to visit fortnightly and sees this initiative as a pilot model for potential future expansion to other rural areas across Western Australia, in partnership with the NDIA.

Summary of President Kristy D'Aprile's Response:

President Kristy D'Aprile thanked Liv Nolan and acknowledged the privilege of observing the rollout of the NDIA pilot program that brought Hireup to Katanning. She expressed encouragement about the strong engagement from local support workers and hopes to see increased engagement from service recipients, who are the ones most in need. She then asked how councillors or community members could contact Hireup if they have questions or want to get involved.

Summary of Liv Nolan Response:

Liv Nolan shared that community members can contact her directly via phone or email, and her business card has all the necessary details. She also mentioned that individuals interested in providing or receiving support can register through the Hireup website, which notifies her so she can personally follow up. Liv Nolan is committed to guiding people through the process and staying actively engaged.

She added that the Katanning Library serves as her main meeting location, and while her next three month schedule is yet to be confirmed, she currently visits fortnightly on Tuesdays and Wednesdays. Liv Nolan promotes her availability through social media and shares updates with stakeholders, the Shire's community engagement team, and the Leisure Centre to ensure the community knows how to reach her.

Summary of President Kristy D'Aprile's Closing Response:

President Kristy D'Aprile invited any final questions, then thanked Catherine Thompson and Liv Nolan for their update. She expressed appreciation for their ongoing involvement in the community and said she looks forward to seeing them around, acknowledging their active presence and commitment to continuing their work in Katanning.

Summary of Wayne's Lequartermaine Comments and Responses from President Kristy D'Aprile and Peter Klein:**1. Staffing and Budget Savings:**

- **Wayne Lequartermaine** noted a lack of visible staff presence, especially outside the CBD, and questioned whether the organisation was understaffed, referencing a \$600,000 saving in employee expenses.
- **President Kristy D'Aprile** clarified that while there may appear to be savings from unfilled roles, critical services such as ranger and environmental health have been contracted out due to recruitment difficulties. These contract costs offset any perceived savings. She confirmed there hasn't been a major reduction in staffing overall.

2. Road Safety and Footpaths:

- **Wayne Lequartermaine** raised concerns about deteriorating road and footpath conditions, especially potholes, making walking unsafe.
- **President Kristy D'Aprile** acknowledged the issue, noting that the Shire has been actively working to manage potholes and has received some positive feedback on rural roads. However, she agreed it's an ongoing challenge.

3. Derelict Property (Old Caltex on Clyde Street):

- **Wayne Lequartermaine** highlighted the neglected condition of the old Caltex site as an eyesore for visitors entering town.
- **President Kristy D'Aprile** agreed, acknowledging it's in poor condition. She noted it is currently on the market and expressed hope for new ownership that will improve the property.

4. Pigeon Problem in Katanning:

- **Wayne Lequartermaine** questioned what was being done about the pigeon issue, noting health risks such as salmonella.
- **Peter Klein** responded that while there are humane options being explored, most are costly and not always effective. The Shire recently obtained a trap and is testing its impact.
- **President Kristy D'Aprile** added that she had raised the issue at a recent regional meeting and reached out to the Shire of Narrogin to learn about their pigeon control strategies, reaffirming it's a priority.

5. Transparency of Committee Meetings (Citizen of the Year & Community Grants):

- **Wayne Lequartermaine** questioned the move to revert these committees to working groups, potentially limiting public access and transparency.
- **President Kristy D'Aprile** explained that while initial discussions are confidential (due to the nature of personal and sensitive information), both groups still report back to Council, making the decisions and minutes public. She emphasized Council's commitment to transparency, accountability, and the importance of public engagement, noting the recent legislative changes increasing public access and oversight.

President Kristy D'Aprile Response:

President Kristy D'Aprile thanked Wayne Lequartermaine for his informed engagement with the agenda and for his thoughtful questions and feedback.

Serena Sandwell's Statement:

Serena Sandwell spoke passionately to represent Great Southern Gymsports and advocate for the gymnastics community in Katanning. She shared her deep personal and professional history with gymnastics, having coached since 2007, competed as a child, and served in various leadership roles including as President of the Southern Regional Gymnastics Association. Serena Sandwell highlighted that the sport has a long legacy in Katanning, dating back to 1920.

She expressed concern that gymnastics is often overlooked or undervalued compared to other sports like netball, football, and hockey, despite consistently operating year-round and providing accredited coaching pathways. She felt this was reflected in how gymnastics was discussed in council documents, newsletters, and planning discussions—suggesting a perception that it does not contribute as significantly to the KLC (Katanning Leisure Centre).

Her statement focused on the potential relocation of the weights room into the gymnastics hall, raising significant safety, safeguarding, and insurance concerns. Serena Sandwell argued that "shared space" could compromise the safety of children and undermine their access to suitable training environments, especially if gym equipment is made accessible to the public. Serena Sandwell questioned the financial figures listed in the May agenda, which reported that Great Southern Gymsports generates \$5,000 annually. She explained her own calculations: the club averages 100 athletes per week per term, equating to approximately \$4,000 per term (100 athletes × \$4 fee × 10 weeks). While she acknowledged that not all athletes attend every week and children under five do not pay, she noted these younger children often bring more than one paying adult, which helps balance attendance numbers.

Serena Sandwell also highlighted that the \$4 spectator fee for under-fives was only recently introduced, effectively increasing the club's reported revenue. She pointed out that the figure of \$5,000 per annum divides down to only 35 participants per week, which she believes significantly underrepresents the club's actual usage and contribution to the Katanning Leisure Centre.

Serena Sandwell emphasised that gymnastics generates income without requiring additional KLC staffing and noted their setup is one of the best in the region. She requested that if a feasibility study is conducted to modify the gymnastics hall, a parallel study be undertaken to explore building a new weights room instead, suggesting the need for a long-term strategic approach that supports both services without sacrificing one for the other.

President Kristy D'Aprile's Response:

President Kristy D'Aprile thanked Serena Sandwell for her heartfelt and detailed presentation, acknowledging her past service as a Shire councillor and her understanding of governance processes. She reassured Serena that Council recognises the importance of gym sports, having witnessed firsthand the enthusiasm and joy it brings to children in the community.

President Kristy D'Aprile explained that Council decided at the May meeting to delay any decisions about repurposing the gymnastics hall to take a more strategic, long-term view of how to meet the needs of both the weights room and gym sports users. She confirmed that no final decision has been made and that Council intends to consult all users, including the gymnastics community, before proceeding.

President Kristy D'Aprile expressed appreciation for the background Serena Sandwell provided and reiterated that the goal is not to reduce services or limit children's sporting opportunities. She assured Serena Sandwell that her input will be seriously considered in the upcoming evaluations and that gymnastics will not be forgotten in the decision-making process.

She concluded by inviting any further questions and again thanked Serena Sandwell for her contribution, noting that the conversation will continue as part of a broader community consultation.

7. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

8. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 Ordinary Council Meeting – Wednesday 28 May 2025 (SEE ATTACHED MINUTES)

Voting Requirement: Simple Majority

MOVED: CR LIZ GUIDERA

SECONDED: CR MATT COLLIS

OC74/25 That the minutes of the Ordinary Council Meeting held on Wednesday 28 May 2025 are confirmed as a true record of proceedings.

CARRIED: 7/0

FOR: CR KRISTY D'APRILE, CR LIZ GUIDERA, CR JOHN GOODHEART, CR MICHELLE SALTER, CR PAUL TOTINO, CR IAN HANNA, CR MATT COLLIS

AGAINST: NIL

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 GENERAL MANAGER OPERATIONS

10.2 EXECUTIVE MANAGER CORPORATE SERVICES

10.2.1 Schedule of Accounts – May 2025 (ATTACHMENT)

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

Issue:

To receive the Schedule of Accounts Paid for the period ending 31 May 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 | \$4,136.00 | \$684,927.78 | \$124,124.10 | \$5,494.87 | \$242,598.67 | \$1,061,281.42 |
| August | \$218.00 | \$682,403.96 | \$130,875.64 | \$11,493.47 | \$354,282.34 | \$1,179,273.41 |
| September | \$848.25 | \$706,783.05 | \$78,163.61 | \$6,702.68 | \$230,693.76 | \$1,023,191.35 |
| October | \$865.95 | \$1,061,303.44 | \$98,988.32 | \$6,238.29 | \$252,178.79 | \$1,419,574.79 |
| November | \$192.00 | \$592,465.43 | \$248,860.46 | \$5,913.72 | \$262,613.19 | \$1,110,044.80 |
| December | \$39,174.29 | \$1,479,775.43 | \$106,450.56 | \$10,647.26 | \$256,017.46 | \$1,892,065.00 |
| January | \$200.00 | \$437,576.16 | \$112,012.92 | \$5798.91 | \$370,408.74 | \$925,996.73 |
| February | \$30,421.98 | \$851,922.77 | \$107,413.13 | \$3,170.98 | \$243,383.95 | \$1,236,312.81 |
| March | \$224.00 | \$1,188,152.48 | \$72,047.52 | \$4,603.70 | \$262,373.17 | \$1,527,400.87 |
| April | \$22,392.45 | \$1,111,342.54 | \$123,595.03 | \$9,894.39 | \$246,784.98 | \$1,514,009.39 |
| May | \$756.20 | \$1,344,857.37 | \$240,146.83 | \$6,740.59 | \$251,582.57 | \$1,844,083.56 |
| June | | | | | | |
| Total | \$99,429.12 | \$10,141,510.41 | \$1,442,678.12 | \$76,698.86 | \$2,972,917.62 | \$14,733,234.13 |

Officer's Comment:

The schedule of accounts for the month of May 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:

MOVED: CR PAUL TOTINO

SECONDED: CR JOHN GOODHEART

OC75/25 That Council endorses the Schedule of Accounts as presented, being EFT payments 39627 - 39785 totalling \$1,344,857.37, Cheques 42507-42509 totalling \$756.20, Payroll payments totalling \$251,582.57 Direct Debit payments totalling \$240,146.83, Credit Cards (April) totalling \$6,740.59, all totalling \$1,844,083.56, authorised and paid in May 2025.

CARRIED: 7/0

FOR: CR KRISTY D'APRILE, CR LIZ GUIDERA, CR JOHN GOODHEART, CR MICHELLE SALTER, CR PAUL TOTINO, CR IAN HANNA, CR MATT COLLIS

AGAINST: NIL

10.2.2 Monthly Financial Report – May 2025 **(ATTACHMENT)**

File Ref: FM.FI.4
Reporting Officer: David Blurton, Executive Manager Corporate Services
Report Prepared: 17 June 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 May 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 levied is \$22,131 (or 0.42%) more than budget. The budget provided for \$100,000 in rate write offs and at time of printing only \$87,327 had been processed.
- Operating Grants, subsidies and contributions is \$1,895,937 under budget which relates to the prepayment of 70% of the Council's General Purpose Grants in the 23/24 financial year. It is expected that the Grants Commission will pre-pay 70% of Council's 25-26 allocation into this financial year (around late June 2025) so no adjustment is recommended.
- Fees and charges income is \$125,140 (or 6.01%) over budget which relates to the following items
 - KLC fees \$21,964 more than YTD budget
 - Tenants Fees (Amherst Village) \$20,084 less than budget. Village Solutions is now managing rent collections on behalf of Council.
 - Town hall hire income is \$15,811 more than budget
 - Building Fees & Licences \$11,830 less than budget.
 - Standpipe Fees are \$8,136 more than budget
 - Yarding Fees \$124,136 - Katanning Saleyards are more than budget to the end of April, reflecting greater numbers of sheep being processed at the facility.
 - Truck Wash Income \$11,143 more than budget

- Property lease fees are \$7,497 more than budget relating to invoices for the last 5 years for the lease agreement between the Shire and DPIRD for the use of lot 508 Police Pools Road.
- Interest Revenue income is \$25,873 or 5.31% less than budget which relates to timing of maturity of term deposits held.
- Profit on Asset Sale is \$224,639 more than budget as more Kaatanup Way Lots have sold than budgeted.

Expenditure from Operating Activities

- Employee costs underbudget by \$608,208 reflecting savings achieved due to officer vacancies for the year to date in particular
 - Community Development salaries \$88,474 under budget
 - Community Development Grant Salaries \$46,228 under budget
 - Road Maintenance - \$374,695 under budget
 - Public Works Overhead salaries - \$180,482 under budget
- Materials and Contracts are \$808,348 below budget which mainly relates to the following items;
 - Consultants – Elected Members \$22,270 under budget
 - Admin Building - \$22,236 over budget
 - Professional Advice and Services is \$24,022
 - Integrated planning and reporting \$34,770 under budget
 - CCTV maintenance cost \$21,801 under budget
 - Consultants – Town planning are over budget by \$31,286
 - Local Planning Scheme review is underbudget by \$60,000
 - Works program – other reserves material component \$77,962 under budget
 - Debt collection legal expenses is \$44,599 under budget which is also a timing issue.
 - Cemetery Master Plans - \$13,750 under budget
 - Community Development special projects material cost \$35,965 under budget
 - Youth Activity Expenses \$21,526 under budget
 - Health Consultants are \$15,140 over budget
 - Audit fees are \$84,927 under budget as 23/24 audit fees expense has been allocated to the 23/24 financial year.
 - Consultants Roads - \$25,000 under budget
 - Minor Asset Purchases \$44,766 under budget
 - KAC Contract Management is \$69,866 over budget as previous part payment has been allocated to the incorrect financial year.
 - KAC maintenance expense \$69,538 under budget.
 - KAC consultants \$25,000 under budget
 - Fire mitigation expenses \$70,321 under budget
 - KLC Building Program \$37,921 under budget
 - Consultants Saleyards \$22,500 under budget
 - Fuel and oil purchases \$60,978 under budget
 - Saleyard General Maintenance \$22,500 under budget

- Depreciation Expenses are \$716,697 under budget as Depreciation and Assets have not been updated for April at time of printing.
- Finance Costs are \$19,865 more than budget which is due to the year-to-date budget figures not reflecting actual payment dates. This will be corrected in 25-26 budget.
- Insurance Costs are \$15,221 less than budget representing savings made on premiums in particular with Councils fleet of plant and equipment.
- Other expenditure is underbudget by \$73,400. A large portion of this relates to suspense account deposit of \$21,572 (GL1123) which is unclaimed funds relating to the sale of lot 885 Wanke St. This amount will be paid to the public trustee in due course. Also Tourism Contributions are underbudget by \$20,000, shop front enhancement scheme \$7,500 and salary package – vehicle \$13,064 under budget.
- Proceeds from capital grants, subsidies and contributions are \$8,076,754 underbudget. The following grants funds were anticipated to have been received.
 - DFES grant for BFB shed \$250,000 – claim yet to be submitted.
 - Early Childhood hub grants \$7,260,680 – project yet to commence.
 - University Study hub fit out \$18,670 – with change of venue, Council are not responsible for fit out and will therefore not receive the grant funds.
 - Saleyard ear tagging equipment grant \$303,824 under budget.
- Proceeds from Asset sales is above budget by \$284,009 relating to disposal of plant and equipment and land (Kaatanup Loop properties).
- Payments for property, plant and equipment and infrastructure are below budget collectively reflecting a delayed start to some projects or delays in invoice payment.

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:

MOVED: CR PAUL TOTINO

SECONDED: CR IAN HANNA

OC76/25 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 May 2025, as presented.

CARRIED: 7/0

FOR: CR KRISTY D'APRILE, CR LIZ GUIDERA, CR JOHN GOODHEART, CR MICHELLE SALTER, CR PAUL TOTINO, CR IAN HANNA, CR MATT COLLIS

AGAINST: NIL

Cr Paul Totino spoke for the motion.

10.2.3 Local Government Amendment Act 2024

File Ref: GV.CM.2
Reporting Officer: David Blurton, Executive Manager of Corporate Services
Date Report Prepared: 9 June 2025
Disclosure of Interest: No Interest to disclose

Issue:

The *Local Government Amendment Act 2024* came into law on 6 December 2024. There are key changes in this act which require the consideration of the Council.

Body/Background:

Section 5.8 of the LG Act enables committees to be established by the Council to assist a local government in its affairs.

Recent amendments to the LG Act now mean that the presiding and deputy presiding members of committees, established under section 5.8, are to be appointed by the Council by absolute majority instead of the committee electing those roles by secret ballot. This requires implementation effective from 1 July 2025.

Further, the requirement for committees established under section 5.8 to be open to the public are also impacted by the Amendment Act and are as follows:

Section 5.23 of the LG Act currently states:

5.23. Meetings generally open to public

(1) Subject to subsection (2), the following are to be open to members of the public —

(a) all council meetings; and

(b) all meetings of any committee to which a local government power or duty has been delegated.

The above provisions will be replaced with the below:

5.23. Meetings generally open to public

(1) The following are to be open to members of the public —

(a) all council meetings;

(b) all meetings of a committee.

Therefore, the Shire's current Committees including advisory committees will be open to the public, require advertising and public question time whereas previously it was only committees with the delegated authority of Council necessitating these requirements.

Considering these changes, Council may wish to reconsider the status of some of its committees in the context of establishing these on an informal basis such as advisory groups, working groups or panels.

Officer's Comment:

The Council has the following committees established under section 5.8 of the Act.

Audit & Risk Committee (Statutory)

Cr Kristy D'Aprile
Cr Liz Guidera
Cr John Goodheart (Chairperson)
Cr Matt Collis
Cr Michelle Salter
Cr Paul Totino
Cr Ian Hanna
Alan McFarland (Independent Member)

Citizen of the Year Committee

Cr Kristy D'Aprile (Chairperson)
Cr Matt Collis
Cr Michelle Salter

Behaviour Complaints Committee (Statutory)

Cr Liz Guidera
Cr John Goodheart
Cr Matt Collis
Cr Michelle Salter (Proxy)
Cr Ian Hanna (Proxy)
No chairperson has been nominated as the Committee has not met.

Community Grants Program Committee

Cr John Goodheart (Chairperson)
Cr Michelle Salter
Cr Ian Hanna

Katanning Bushfire Advisory Committee (Statutory)

Cr Ian Hanna

Local Emergency Management Committee (Statutory)

Cr Kristy D'Aprile

To avoid the requirement to have the Citizen of the Year and Community Grants Program Committees open to the public, it is suggested that the Council revert both groups to working groups or Panels moving forward.

Statutory Environment:

Section 5.12 of the Act now requires that the Council must appoint a presiding member and may appoint a deputy presiding member of the committee, by an Absolute Majority vote. This requires implementation effective from 1 July 2025.

The Local Government Amendment Act 2024 through the replacement of section 5.23 will result in all committees established under section 5.8 being open to the public. Further these committees are also required to:

- provide time for public question time
- give public notice of the date and agenda for the committee meeting
- meet a relevant quorum

- follow voting procedures
- adhere to Minute procedures
- adhere to Meeting procedures

There will be a requirement for the Audit and Risk Committee to have an independent presiding and deputy presiding member in future (date to be determined) and to be renamed the Audit Risk and Improvement Committee, however it is suggested that Council should not action this until Regulations are drafted as the Department has not provided guidance on what “Improvement” will entail. There may also be an opportunity for Council’s to share Audit Committee presiding members in future, which can be discussed at a ROC level potentially.

Policy Implications:

There are no policy implications for this report.

Financial Implications:

N/A

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 – 2023

| | |
|-------------------|--|
| 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: Absolute Majority

Officer's Recommendation/Council Motion:

MOVED: CR LIZ GUIDERA

SECONDED: CR PAUL TOTINO

OC77/25

That Council by Absolute Majority

- 1. Appoint Cr John Goodheart as the Presiding member of the Council's Audit and Risk Committee**
- 2. Appoint Cr Paul Totino as the Deputy Presiding member of the Council's Audit and Risk Committee**
- 3. Appoint Cr Liz Guidera as the Presiding member of the Council's Behaviour Complaints Committee**
- 4. Appoint Cr Ian Hanna as the Deputy Presiding member of the Council's Behaviour Complaints Committee**
- 5. Revert the Community Grants Program Committee and the Citizen of the Year Committees to working groups**

CARRIED: 7/0

FOR: CR KRISTY D'APRILE, CR LIZ GUIDERA, CR JOHN GOODHEART, CR MICHELLE SALTER, CR PAUL TOTINO, CR IAN HANNA, CR MATT COLLIS

AGAINST: NIL

Cr Liz Guidera spoke for the motion.

Cr Paul Totino spoke for the motion.

Cr John Goodheart spoke for the motion.

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| 10.3 EXECUTIVE MANAGER COMMUNITY DEVELOPMENT |
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| 10.4 CHIEF EXECUTIVE OFFICER'S REPORTS |
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| 11. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN |
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| 12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING |
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| 13. CONFIDENTIAL ITEMS |
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| 14. CLOSURE OF MEETING |
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The Presiding Member declared the meeting closed at 6:43pm.