



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
Tuesday 24 March 2026 at the Shire of Katanning's Council Chamber,
52 Austral Terrace, Katanning commencing at 5.30pm.

Peter Klein
CHIEF EXECUTIVE OFFICER
Thursday 19 March 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 Kristy D'Aprile - President

Members: Cr Ian Hanna
 Cr John Goodheart
 Cr Matt Collis
 Cr Gemma Trolove
 Cr Danny McGrath

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:

Media:

Apologies:

Leave of Absence: Cr Paul Totino

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 24 February 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 24 February 2026 are confirmed as a true record of proceedings.

CARRIED:
FOR:
AGAINST:

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 GENERAL MANAGER OPERATIONS

10.2 EXECUTIVE MANAGER CORPORATE SERVICES

10.2.1 Schedule of Accounts – February 2026 (Attachment)

File Ref: FM.FI.4
Reporting Officer: Patrick Kennedy, Manager Finance
Date Report Prepared: 6 March 2026
Disclosure of Interest: No Interest to disclose.

Issue:

To receive the Schedule of Accounts Paid for the period ending 28 February 2026.

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 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 | | | | | | |
| April | | | | | | |
| May | | | | | | |
| June | | | | | | |
| Total | \$8,442.10 | \$10,355,208.47 | \$1,332,321.18 | \$53,583.60 | \$2,309,860.88 | \$14,059,416.23 |

Officer's Comment:

The schedule of accounts for the month of February 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 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 40983 - 41107 totalling \$1,278,643.62, Cheques 42531-42533 totalling \$797.25, Payroll payments totalling \$264,611.67 Direct Debit payments totalling \$145,475.37, Credit Cards (January) totalling \$3,618.64, all totalling \$1,693,146.55 authorised and paid in February 2026.

CARRIED/LOST:

FOR:

AGAINST:

10.2.2 Monthly Financial Report – February 2026 (ATTACHMENT)

File Ref: FM.FI.4
Reporting Officer: David Blurton, Executive Manager Corporate Services
Report Prepared: 13 March 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 28 February 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 is \$53,623 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 none of which has been processed yet. Interim rates are \$8,626 more than anticipated to the end of the month.
- Operating Grants and Subsidies are \$924,199 more than budgeted which relates to the following;
 - Harmony festival grants \$46,664 less than budget
 - General Purpose Grants and Untied Road Grants are \$962,339 more than budget as a result of the WA Grants Commission prepaying 50% grant entitlements in 24/25 rather than 75% as anticipated.
 - CESM contributions are \$60,186 more than budgeted.
 - Fire prevention grants are \$16,481 less than budgeted.
 - Bush Fire Brigade LGGs grant is \$10,621 less than expected.
- Fees and Charges are \$403,097 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 fees to end of the month are also \$233,672 more than budgeted.
 - KLC Fees are \$19,046 more than YTD budget
 - Key worker housing rental income is \$18,686 more than YTD budget

- Property Lease Fees are \$57,304 more than budgeted relating to the lease of land to Ausgold for the purposes of Workers Camp.
- Interest Revenue is \$25,5752 more than YTD budget relating to timing of Term Deposits maturity and better interest rates than anticipated.
- Other Revenue is \$31,960 less than YTD Budget relating to Workers compensation reimbursement \$7,218, medical centre rent \$7,500 , Town Planning Charges and reimbursements \$13,702 and Broadcast site reimbursements \$14,000

Expenditure from Operating Activities

- Employee costs are \$161,546 less than budgeted which relates mainly to
 - salary costs for Administration staff \$39,177 under budget
 - Training and development Administration Staff \$10,592 under budget
 - superannuation for PWO employees \$26,410 under budget
 - works program – fire prevention is \$25,980 more than budget
 - Refuse Site wages \$91,495 more than budget
 - Works program other reserves is \$122,131 under budget
 - Salaries Community Development is \$17,692 under budget.
 - Road maintenance is \$35,023 under budget
 - Town Planning salaries \$21,015 under budget
 - Footpath maintenance is \$23,438 under budget
 - PWO salary costs are \$13,120 over budget
 - KLC wages \$26,672 under budget
 - Hardwaste pickup \$24,283 over budget
- Materials and Contracts is \$467,734 less than budget. The following variances from budget are noted
 - Subscriptions and memberships are \$28,677 under budget relating to timing of payment.
 - Computer software subscriptions are \$66,484 under budget relating to timing. Subscription for synergy soft for 25-26 was paid in 24-25 financial year.
 - IT Hardware is \$14,285 under budget.
 - IT support is \$31,764 under budget.
 - Integrated Planning and reporting \$10,000 under budget
 - Debt collection legal costs are \$22,459 over budget relating to timing. This cost is recoverable.
 - Consultants – other governance are \$12,600 under budget
 - Audit Fees are \$95,940 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.
 - Consultants admin are \$19,192 over budget
 - Professional advice and services are \$15,347 under budget.
 - CCTV maintenance costs are \$14,095 under budget
 - Building Consultant services are \$15,431 under budget
 - Non potable water planning \$13,336 under budget
 - KAC Maintenance expense is \$47,363 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.
- Minor Asset purchases are \$16,546 under budget
 - Local Planning Scheme review is \$13,336 under budget
 - Grant expenditure – community development is \$21,696 under budget
 - Works program – other reserves is \$48,518 under budget
 - KLC grounds and maintenance is \$15,614 over budget
 - Harmony Festival grant expenditure is \$37,925 less than budget
 - Youth activities expenses are \$23,950 less than budget
 - Road Maintenance Materials \$19,191 under budget
 - Economic Development Services is \$15,000 under YTD budget
 - Fire mitigation expenses is \$20,299 under budget
 - KAC payment is \$40,000 over budget due to timing of contract payment.
 - KAC Maintenance is \$47,364 over budget relating to works done on pool prior to season opening.
 - Building Program – Other recreation is \$42,403 over budget relating to demolition of Forrest Hills Golf Club. This has been referred to budget review process.
 - Consultants – Sanitation is \$15,000 under budget
 - Regional Council expenses is \$10,532 under budget.
 - Consultants – PWO is \$15,067 under budget.
 - Fuel and Oil costs are \$27,547 under budget
 - Community Development Grant expenditure is \$21,696 under budget
 - KLC Building maintenance is \$11,827 over YTD budget relating to timing of floor sanding maintenance item.
- Utility charges are \$34,123 under budget relating to the timing of payments for accounts.
 - Other Expenditure is \$35,807 under budget mainly relating to election expenses and community grants program expenses yet to be paid.
 - Proceeds from capital grants, subsidies and contributions are \$2,998,704 less than expected at the end of the month, relating to
 - Airport runway grant \$241,321 under budget
 - DFES grant for new Fire Shed \$100,000
 - Katanning Early Childhood Hub Project is \$2,274,115 less than YTD budget. Budgeted WATC funds of \$4.8m are yet to be claimed.
 - Regional Road Group Grant is \$93,730 less than YTD budget.
 - Roads to Recovery Grants is \$300,000 less than budget.
 - Grant Income – other culture is \$10,199 more than budget
 - Proceeds from disposal of assets are \$166,000 less than budget which reflects that a multi tyred roller will not be sold this financial year.
 - Acquisition of Property, Plant and Equipment and infrastructure is \$4,479,252 less than expected for the following reasons;
 - BFB Shed \$100,000 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 improvements \$30,000 under budget
 - Amherst Village Deposits \$20,997 more than anticipated relating to contractual arrangements in refunding share of profit for outgoing tenants.
 - Early Childhood hub \$2,198,537 under budget. First claim was paid in August 25 rather than July 25 as anticipated putting claims one month behind the budgeted payment schedule.
 - Airport Runway project is \$750,000 under budget as it is yet to commence.
 - Cemetery Improvements \$35,180 under budget due to some delays in project delivery.
 - Plant purchases \$266,000 underbudget due to timing.
 - Cat pound \$10,000 underbudget as the project yet to commence.
 - Noongar Artwork Project \$181,000 under budget and yet to commence
 - Roadworks materials \$448,163 under budget
 - Roadworks employee cost \$293,174 under budget
 - CCTV equipment \$12,500 under budget
- Surplus or deficit at the start of the financial year is \$769,166 below budget reflecting prepayment of 50% of federal assistance grants rather than 75% as budgeted. The difference between estimated and actual surplus will be considered in the midyear budget review process.

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 28 February 2026, as presented.

CARRIED/LOST:

FOR:

AGAINST:

(2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.

(3) A Council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

***Absolute majority required.**

(4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Policy Implications:

There is no Council Policy relevant to this item.

Financial Implications:

A budget review has been undertaken by staff as per the requirements of the *Local Government Act 1995 and Local Government (Financial Management) Regulations 1996*. The following table summarises the proposed amendments, further details are available on Page 3 of the Budget Review document.

Budget Variation Summary

| Income/Expenditure Type | Description | Positive Outcome | Negative Outcome |
|---------------------------|--|------------------|------------------|
| Opening Surplus / Deficit | Adjustment following the finalisation of the 2024/2025 Audit. Prepayment of General Purpose and United grant allocation was expected to be 75% at time of setting the budget, however it was only 50%. | | \$769,166 |
| OPERATING REVENUES | | | |
| Operating Grants | Operating Grant allocations were expected to be 75% prepaid, however they were only 50% leaving a shortfall in end of year deficit but greater grant revenue to be received in 25/26. | \$1,117,989 | |
| Fees and Charges | Recommended amendments include <ul style="list-style-type: none"> (GL4801) rental income – key worker housing – greater income than anticipated \$28,200 (GL8873) Property Lease Fees – representing unbudgeted rental income from leasing land to Ausgold for workers camp \$61,218 (GL5773) Saleyard Fees – additional fees generated from high sheep numbers processed – (\$200,000) recommend transferring to reserve | \$289,418 | |

| | | | |
|----------------------------------|--|----------|-----------|
| Other Income | <ul style="list-style-type: none"> (GL 8701 and 8702) Increase in salary packaging fees due to changes with EMCS vehicle \$7,680 and \$10,651 (GL2063) Insurance claims – increase of \$39,180 reflecting reimbursement of insurance claim on pool blanket at Swimming Pool facility | \$57,511 | |
| Contributions and Reimbursements | <ul style="list-style-type: none"> (GL1726) Reduction in contribution towards CESM vehicle purchase (15,734) (GL2810) increase of \$10,000 representing donation from Katanning Regional Emergency Accommodation Crisis Centre | | \$5,734 |
| OPERATING EXPENSES | | | |
| Material and Contracts | <ul style="list-style-type: none"> GL6830 – Aquatic Centre Maintenance. Works including painting and resealing of pool not carried forward in 25/26 budget \$72,733 GL7342 – Building Program other recreation – demolition of Forrest Hills golf course building not carried forward in budget \$45,468 GL0747 - CESM Vehicle cost lease fee not included in budget as vehicle was budgeted to be purchased outright. \$11,496 GL7332 – KLC Building Maintenance. Major maintenance required to sheep pavilion door required \$33,000 GL2811 – KLC donation expense representing expenditure of KREAC funds received on youth programs. \$10,000 | | \$172,737 |
| Employee Costs | <ul style="list-style-type: none"> GL4052 library salaries (\$10,000) and GL7722 Art Gallery Salaries \$10,000 reflecting adjustments to staff costs between gallery and library. | nil | |
| Other Expense | <ul style="list-style-type: none"> GL8601 – Salary Package vehicle expense \$18,331 representing adjustment to EMCS vehicle package | | \$18,331 |

| CAPITAL | | | |
|-------------|---|-----------|--|
| Revenue | <ul style="list-style-type: none"> • GL5877 – Economic Grants – increase of \$61,544 representing final LRCI phase 3 payment not budgeted • GL2646 Early Childhood Hub Grants \$394,000 being new funds from Minderoo Foundation \$250,000, Funds held by Lions Club \$86,000, Additional interest accrued on WATC funds held \$58,000 • GL1997 Bush Fire Brigade full grant funding of \$160,00 being bought to account • GL4631 Regional Road Group funds Decrease of \$32,132 as some projects not proceeding as budgeted • GG17 BMX track upgrade new grant \$70,000 | \$653,412 | |
| Expenditure | <ul style="list-style-type: none"> • GL2659 Early childhood project landscaping budget. Additional funds secured plus \$100,000 shire contribution \$494,000 • GL1996 Katanning BFB Shed – additional grants funds available to complete project \$69,925 • GL1999 CESM vehicle purchase not proceeding \$29,000 saving • GL3064 Cemetery Project will exceed available budget \$44,690 • GL4954 Plant Purchases. Budgeted purchase of multi tyred roller \$200,000 not proceeding • GL3701 Pool Blanket – new expenditure item funded by insurance claim \$39,180 • jobC817 Warren Road RRG \$69,819 job not carried over in budget • jobC824 Amherst Street RRG and Job C825 Aberdeen Steet \$110,000 combined. Projects not proceeding | \$594,026 | |

| | | | |
|----------------------------------|--|------------------|------------------|
| | <ul style="list-style-type: none"> • job Z104 lake Ewlyamartup BBQs x 2 New budget item \$10,412 • GL0525 KLC top oval upgrades \$125,000 • JobPA02 BMX track upgrades \$70,000 • JobC097 Conroy Street Roundabout upgrades \$10,000 | | |
| Proceeds from Asset sales | <ul style="list-style-type: none"> • GL0235 representing sale of Kaatanup way lots x2 \$160k short of budgeted funds and \$75k additional from sale of vacant shire owned lots | | \$85,000 |
| Adjustments to Reserve Transfers | <ul style="list-style-type: none"> • Transfer to plant reserve \$200,000 • Transfer from KLC facility reserve \$125,000 • Transfer to Housing Reserve \$75,000 • Transfer to Saleyard Reserve \$200,000 | | \$350,000 |
| | TOTALS | 2,118,330 | 1,994,994 |

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: Absolute Majority

Officer's Recommendation/Council Motion:

OC/26

That Council:

1. **Receives the Budget Review conducted for the period ended 31 December 2025; and**
2. **Authorises the Chief Executive Officer to amend the 2025/2026 Budget in accordance with the attached Report.**

CARRIED/LOST:

FOR:

AGAINST:

10.2.4 Independent Presiding Member and Deputy of the Presiding Member of the Audit, Risk and Improvement Committee

(Attachments – Implementation Guide: Audit, Risk and Improvement Committees)

File Ref:

Reporting Officer: David Blurton, Executive Manager of Corporate Services

Date Report Prepared: 5 March 2026

Disclosure of Interest: No Interest to disclose

Issue:

To consider the process for appointment of Independent Presiding Member and Deputy of the Presiding Member for Audit, Risk and Improvement Committee

Body/Background:

Following amendments to the Local Government Act, Councils are now required to appoint an independent presiding member and deputy to presiding member for Audit, Risk and Improvement Committees (ARICs).

The updates are a result of the Local Government Amendment Bill 2024, which passed through State Parliament late last year and is intended to improve oversight and transparency – particularly around financial reporting and risk management in Local Governments.

Changes are to be in place prior to 30 June 2026.

As per the Department of local Government and Sport and Culture website - *An independent presiding member must be a person who is not a council member of any local government or an employee of the local government. If a deputy presiding member is appointed, they must also be independent.*

The introduction of an independent presiding member provides an opportunity for increased community confidence in a local government's financial and risk management. There may also be benefit to the local government through appointing an independent presiding member with risk and financial management expertise that may otherwise be unavailable.

Officer's Comment:

There is no prescribed method to appoint the Independent Presiding and Deputy Members to the ARIC. Options for Council to consider these appointments include:

- Accessing the pool of candidates which WALGA has developed
- Calling its own Expression of Interest process for the positions
- Approaching appropriately qualified and experienced local community members.

WALGA advises that the Council will need to disband the existing committee and establish an ARIC in accordance with the new Part 7 Division 1A. Committee members, Presiding Member, Deputy Presiding Member (if the Shire chooses) and the Deputy of the Presiding Member, will then need to be appointed to meet the requirements of the new Part 7 Division 1A.

Statutory Environment:

Local Government Act 1995

Independent Presiding Member

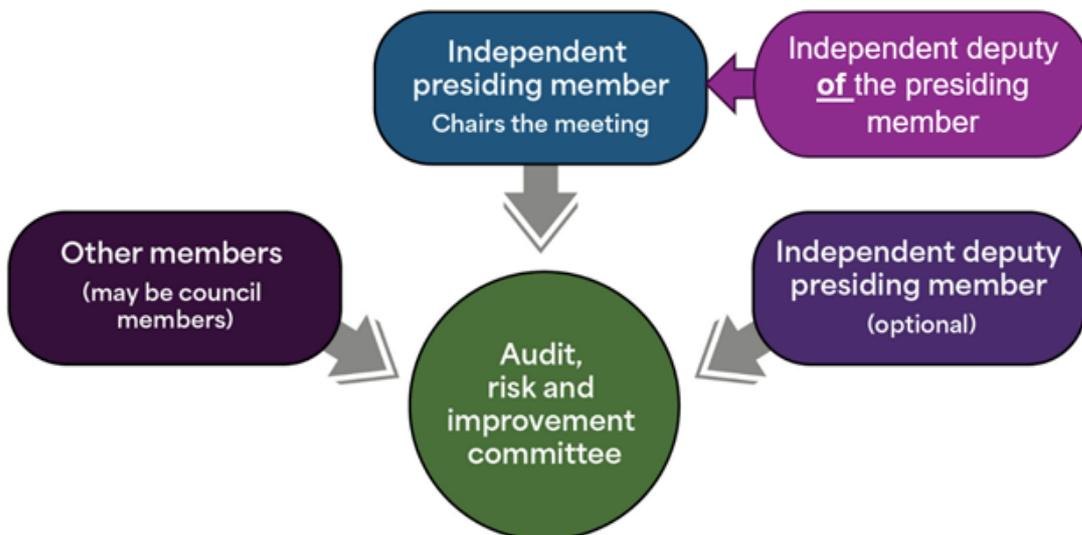
- A local government must appoint an independent person as presiding member of the ARIC.

Independent Deputy Member/Deputy Presiding Member

- A local government must appoint an independent person as Deputy Member to the Presiding Member, stepping in when the Presiding Member is unavailable.
- A local government may also appoint an independent committee member as Deputy Presiding Member.

Other Members

- The ARIC must have at least three members including the independent presiding member.
- The CEO and local government employees cannot be members of the ARIC.



The process for appointing presiding members and deputy presiding members has also been simplified. From 1 July 2025 Councils will now appoint these roles by absolute majority decision, instead of the committee electing those roles by secret ballot.

Policy Implications:

There are no policy implications for this report.

Financial Implications:

Independent members are entitled to sitting fees as determined by the Salaries and Allowances Tribunal and in accordance with section 5.100 of the Act. The current maximum is set at \$1,215 per meeting. In addition to sitting fees, independent members may claim reimbursement for actual travel expenses incurred in attending ARIC meetings.

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" 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 facilitate diversity and representation within the decision-making process.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/26 On appointment of two independent members, Council approves the following:

- 1) the current Audit and Risk Committee being disbanded and reformed as the Audit Risk and Improvement Committee (ARIC) in accordance with 5.10 of the Local Government Act 1995 with the following members**
 - a. Cr Kristy D'Aprile**
 - b. Cr Ian Hanna**
 - c. Cr John Goodheart**
 - d. Cr Matt Collis**
 - e. Cr Gemma Trolove**
 - f. Cr Paul Tontino**
 - g. Cr Danny McGrath**
 - h. an Independent Presiding Member and an independent Deputy Presiding member drawn from the local community**
- 2) the sitting fee for the independent presiding member of the Audit, Risk and Improvement Committee being set at \$600 per meeting.**
- 3) the sitting fee for the deputy independent presiding member being set at \$300 per meeting.**

CARRIED/LOST:

FOR:

AGAINST:

10.3 CHIEF EXECUTIVE OFFICER'S REPORTS

10.3.1 Policy Review (Attachment)

File Ref: GV.PO.1
Reporting Officer: Peter Klein, Chief Executive Officer
Date Report Prepared: 12 March 2026
Disclosure of Interest: No Interest to disclose

Issue:
Periodic review of Shire policies.

Body/Background:

The Council's policies are key governance documents and are the mechanism by which Councillors direct the values & performance of Council staff and ensure a consistent approach across the organisation to solving problems.

The Katanning Shire Council has a list of 48 policies and these are currently required to be reviewed by Councillors, on an annual basis.

To make this process manageable, several policies will be presented to each future Forum/Council meeting.

This month the five policies presented for review are;

- 1) Councillor Training Professional Development
- 2) Community Consultation
- 3) Attendance at event policy for elected members, CEO & staff
- 4) Code of conduct behaviour complaints
- 5) Appointment of an Acting CEO
- 6) Corporate Credit Card

Officer's Comment:

Management has reviewed these policies and has not recommended any material change to their operation.

Statutory Environment:

The Australian Citizenship Ceremonies Code (the Code) follows the Australian Citizenship Act 2007 and sets out the legal and other requirements for conducting citizenship ceremonies as well as the roles and responsibilities for those involved in citizenship ceremonies.

The Council must comply with the State Records Act 2000.

The State Ombudsman has produced a Practice Manual titled "Managing unreasonable complainant conduct" and it is recommended that our policy align with this manual, although it is not compulsory that it does so.

Policy Implications:

Subject to council approval the current policies will be updated & replaced.

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 facilitate diversity and representation within the decision-making process.

Voting Requirement: Simple Majority.

Officer's Recommendation/Council Motion:

OC/26

That Council approves the following amended policies;

- 1) Councillor Training Professional Development**
- 2) Community Consultation**
- 3) Attendance at event policy for elected members, CEO & staff**
- 4) Code of conduct behaviour complaints**
- 5) Appointment of an Acting CEO**
- 6) Corporate Credit Card**

CARRIED/LOST:

FOR:

AGAINST:

10.3.2 Local Government Electoral Reform (Attachment)

File Ref:

Reporting Officer: Peter Klein, Chief Executive Officer

Date Report Prepared: 12 March 2026

Disclosure of Interest: No Interest to disclose

Issue:

To consider and resolve a position on State Government plans to reform local government elections by introducing;

- a) full spill elections every four years; and
- b) compulsory voting at Local Government election

WALGA has requested feedback on these matters to governance@walga.asn.au by 4.00pm Friday 27 March 2026.

Body/Background:

The above reforms have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation.

WALGA has initiated engagement on these potential reforms to ensure their position reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

A discussion paper prepared by WALGA's governance team is attached.

Officer's Comment:

WALGA's current advocacy position supports voluntary voting and for elections to be held every two years to fill half the elected member positions. However, this position is contrary to processes of other states which are summarised in the following table;

| Jurisdiction | Compulsory/optional voting | Frequency | Postal/In Person |
|--------------------|----------------------------|---------------------------|----------------------|
| Western Australia | Optional | Half spill every 2 years | Postal or in person |
| South Australia | Optional | Full spill every 4 years. | Postal. |
| Northern Territory | Compulsory | Full spill every 4 years | Postal or in person. |
| Queensland | Compulsory | Full spill every 4 years. | Postal or in person. |
| New South Wales | Compulsory | Full spill every 4 years. | In person. |
| Victoria | Compulsory | Full spill every 4 years. | Postal |
| Tasmania | Compulsory | Full spill every 4 years. | Postal |

The 2025 election directly cost the Shire \$28,545. However, in addition to this there was considerable in-kind effort which absorbed a significant amount of time and resource.

Conducting a full spill election every 4 years will result in only a marginal additional effort and cost. This being the case, from an administrators point of view an election every 4 years would be considerably less costly & disruptive.

Local Government Election Cycle (two yearly vs four yearly)

| Pros (4-Yearly) | Cons (4-Yearly) |
|--|--|
| The cash cost of hosting the election would reduce – amount of reduction uncertain – note that the Electoral Commission charges are based on the number of vacancies. | Loss of continuity – large turnover results in loss of corporate knowledge. |
| Staff administrative effort is substantially reduced (eg managing the returning officer, advertising, support staff training, candidate briefings & compliance management, elected member inductions etc). | Large turnover may result in strategy reversal and stalled projects which in turn will lead to instability for staff and staff retention challenges. |
| Team continuity – elected members have a full four years to plan & deliver target outcomes. Delivers a longer planning cycle. | Less frequent accountability checkpoints – half spill provides mid-term correction opportunities. |
| Reduces voter fatigue – voting every two years may create complacency. | If conflict exists between elected members this may need to be managed over a longer period. |
| Avoids confusion about which councillors are contesting. | One-off processes to fill extraordinary vacancies might be more frequent. |
| Brings WA in-step with other Australian states & territories. | |

Compulsory Vs Optional Voting (local government elections)

| Pros (compulsory) | Cons (compulsory) |
|---|---|
| Increased voter participation. | Voter fatigue – compulsory voting for already in place for federal elections every 3 years and state elections every 4 years. |
| Election outcomes are more representative of the community's view giving elected members a stronger mandate to deliver on their commitments to the electorate | Enforcement responsibility & cost. |
| Reduces over-representation of single-issue voters / candidates | Increased donkey & informal voting. |
| Encourages better community education & engagement | Might favour those who can build a profile with a better resourced campaign. |
| Brings WA in-step with other Australian states & territories. | |

Statutory Environment:

Local Government Act (1995) gives the broad legal framework for local government elections; & *the Local Government (Elections) Regulations 1997* detail the electoral procedures.

Policy Implications:

There are no policy implications for this report.

Financial Implications:

Cash & in-kind savings are expected by moving to an all spill election every four years but the value of this saving has not yet been estimated.

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 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 facilitate diversity and representation within the decision-making process.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/26

That Council support;

- a) Full spill local government elections every four-years; and**
- b) Non-compulsory voting for local government elections.**

CARRIED/LOST:

FOR:

AGAINST:

10.3.3 Alternate CESM Arrangement (Attachment)

File Ref: GV.PO.1
Reporting Officer: Peter Klein, Chief Executive Officer
Date Report Prepared: 12 March 2026
Disclosure of Interest: No Interest to disclose

Issue:

Consideration of a proposal to enhance Council's capability to prepare for bushfires, manage bushfire brigades and undertake bushfire mitigation activities.

Body/Background:

The Shire of Katanning currently shares a Community Emergency Services Manager (CESM) with the Shires of Woodanilling and Broomehill-Tambellup. The CESM position is jointly funded by DFES and the participating shires, with responsibilities including:

- Bushfire preparedness and volunteer brigade support
- Training facilitation and incident support
- Emergency management planning and compliance

The Shires of Kojonup, Cranbrook and Gnowangerup share a similar arrangement.

Across Western Australia, several CESM arrangements have transitioned from three-way to two-way partnerships due to increased workload, growing legislative compliance requirements, heightened emergency events and rising community expectations.

Increasing local workload pressures—including mitigation planning, the complexities of Bushfire Risk Management Plans (BRMP) and obligations under the Emergency Management Act—have prompted the participating local governments to explore an updated staffing model that enables better service delivery and more dedicated resourcing.

Workload and Resourcing Requirements

In recent years, emergency management demands have increased significantly for local governments due to:

- More frequent and intense fire seasons
- Expanded reporting and compliance requirements
- Additional volunteer brigade administration
- Increased community expectations around preparedness, resilience and communications

Under the current 1:3 model, the CESM is required to divide their time across three shires, limiting availability during critical planning and operational periods.

A shift to a 1:2 model would provide:

- Greater on-ground time within Katanning
- Improved availability for volunteer brigade support
- More timely implementation of mitigation programs

- Improved capacity for emergency management documentation and exercises
- Greater flexibility during incidents and recovery operations

Operational Benefits

A two-shire model is expected to enhance service levels through:

- Dedicated scheduled days in each participating Shire
- Greater capacity for community education and engagement
- Improved strategic planning for local risk areas
- Increased ability to support fire control officers and volunteer brigades
- Enhanced continuity of expertise and seasonal readiness

Financial Considerations

Under the existing DFES co-funded arrangement, the cost of the CESH is shared between DFES and the participating shires (our current contribution is \$20,733 per annum). Transitioning to a 1:2 model will result in a moderate increase in Katanning's contribution. This increase is currently subject to confirmation from DFES of their commitment although, they advise this will be in the range of 35% to 40% (\$35,290 to \$44,627 per annum).

The annual cost of employing a CESH is \$186,743 and the calculation of our additional commitment is summarised as follows;

| DFES Contribution | | Shire Contribution | DFES Contribution | | Shire Contribution |
|---|----------|--------------------|---|----------|--------------------|
| \$186,743 | 30% | 70% | | 40% | 60% |
| Total | \$56,023 | \$130,720 | Total | \$74,697 | \$112,046 |
| Contribution per Council | | \$65,360.05 | Contribution per Council | | \$56,023 |
| Existing contribution | | \$20,733 | Existing contribution | | 20,733 |
| Additional contribution for 3rd CESH | | 44,627 | Additional contribution for 3rd CESH | | \$35,290 |

Timing

The Shires of Kojonup, Cranbrook and Gnowangerup are currently in the recruitment process for a CESH, and with our CESH leaving at the end of April, it is timely to review the arrangements across the six local governments and explore the opportunity to establish a third position in the region. It is important to progress these discussions and seek a unified outcome from all participants in a timely manner so recruitment can commence as soon as possible.

Officer's Comment:

Bushfires pose the greatest individual liability and reputational risk to Council and the CEO. It is critical that these risks be thoroughly managed to ensure our duty of care to our community and volunteers is comprehensively delivered.

Our ability to meet these obligation is currently limited by the availability of staff trained in emergency management and bushfire response. We need to do better as this capability is currently almost entirely held by our CESH to whom we have limited access due to her responsibilities across three shires.

The partnering of shires to deliver this outcome must be arranged to deliver benefits to all six contributing shires as all six shires must willingly participate for the model to be implemented. However, each shire hosts a different number of brigades, bushfire brigade volunteers and area

meaning it is difficult to land on a partnering strategy that delivers an exactly equal workload. This said, there are a range of factors that influence who we identify as our preferred partner.

We believe that the best partner for Katanning is Kojonup. We are encouraged to make this recommendation for the following reasons;

1. Proximity and a shared border.
2. Kojonup has a DFES operated red fire truck to respond to vehicle accidents and other emergencies.
3. There are 12 brigades in Kojonup, but a volunteer secretary is appointed to each brigade (in Katanning this service is provided by the CESM).
4. In Kojonup, incident reports are completed by a BFB volunteer (in Katanning the incident reports are all completed by the CESM).
5. We currently share an Environmental Health Officer with Kojonup and our working relationship is strong.

Statutory Environment:

This recommendation will enable improved compliance with various provisions of the;

- Local Government Act 1995
- Bush Fires Act 1954 and
- Work Health and Safety Act 2020.

Policy Implications:

There are no policy implications associated with this item.

Financial Implications:

Implementation of this recommendation will result in an additional cost of up to \$40,000

Risk Implications:

Risk Implications:

The risk to Council from bushfires is severe.

| Consequence | Insignificant | Minor | Moderate | Major | Extreme |
|-------------------------|----------------------|--------------|-----------------|--------------|----------------|
| Likelihood | | | | | |
| • Almost Certain | Medium | High | High | Severe | Severe |
| • Likely | Low | Medium | High | High | Severe |
| • Possible | Low | Medium | Medium | High | High |
| • Unlikely | Low | Low | Medium | Medium | High |
| • Rare | Low | Low | Low | Low | Medium |

Bushfires pose the most significant risk to local governments and implementation of this recommendation will improve our preparedness and mitigation capability. Due to the uncontrollable nature of many fires (eg lightning strike) the risk, even after mitigation, remains high.

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. Supports transitioning from the current Community Emergency Services Manager (CESM) arrangement to a revised arrangement of one CESM shared across two local governments;**
- 2. Authorises the Chief Executive Officer to;**
 - a) commit up to an additional \$45,000 to implement this revised model; and**
 - b) enter an MOU with DFES & the Shire of Kojonup to give effect to this model.**
- 3. Note that implementing this revised model will increase the Shire of Katanning's total commitment to the CESM service by up to \$65,360/annum.**

CARRIED/LOST:

FOR:

AGAINST:

10.3.4 Annual Review of Delegations Register (Attachment)

File Ref: GV.AT.1
Reporting Officer: Peter Klein, Chief Executive Officer
Date Report Prepared: 13 March 2026

Issue:

To review delegations from Council to the Chief Executive Officer.

Body/Background:

In accordance with section 5.18 a local government is to keep a register of delegations made under this division and review the delegations at least once every financial year.

In accordance with section 5.42 of the *Local Government Act 1995*, a local government can delegate some of its powers to the Chief Executive Officer. The Chief Executive Officer may also delegate to other employees.

Officer's Comment:

The updated Delegations Register is presented for Council's consideration and endorsement. Ongoing compliance with the Act ensures that decision-making responsibilities are clearly defined, legally sound, and support effective governance and operational efficiency.

Statutory Environment:

Local Government Act 1995

Section 5.18 states that 'A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.'

Section 5.42 Delegation of some powers and duties to CEO

(1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —

(a) this Act other than those referred to in section 5.43; or

(b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* Absolute majority required.

Policy Implications:

There are no Policy implications in this matter.

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.

Financial Implications:

There are no financial implications in this matter.

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/26 That Council adopts the revised 2025 Delegations Register.

CARRIED/LOST:

FOR:

AGAINST:

10.3.5 Land Development – RDAP Application

| | |
|--------------------------------|--------------------------------------|
| File Ref: | GV.PO.1 |
| Reporting Officer: | Peter Klein, Chief Executive Officer |
| Date Report Prepared: | 12 March 2026 |
| Disclosure of Interest: | No Interest to disclose |

Issue:

To seek Council approval for the submission of an application to the Regional Development Assistance Program (RDAP) for funding to enable the subdivision and servicing of Shire-owned sites for industrial and residential development, in partnership with DevelopmentWA.

Body/Background:

The Shire of Katanning is currently experiencing a severe shortage of serviced residential and industrial land. There are insufficient vacant residential lots available for sale within the townsite and the Shire has recently received multiple approaches from businesses seeking industrial land to support new business establishment and expansion.

This land shortage is expected to intensify with the anticipated development of the Katanning Gold Project by Ausgold Limited and due to the planned expansion of WAMMCO's Katanning operation.

Without intervention, the lack of serviced land will likely:

- constrain business investment and expansion
- limit the town's ability to attract and retain key workers
- reduce local economic productivity
- result in missed economic opportunities for the community.

Council management recently met with representatives from DevelopmentWA who strongly encouraged the Shire to submit a funding application to the Regional Development Assistance Program to support the subdivision and servicing of Shire-owned land.

Officer's Comment:

The proposed developments support several key objectives:

- Economic development and diversification
- Population growth and workforce attraction
- Housing availability for essential workers
- Local business growth and investment

These outcomes are particularly relevant given the expected development of the Katanning Gold Project.

The Shire has recently completed an economic impact assessment examining the likely effects of the mine on the local community. Preliminary findings indicate the project will significantly increase demand for:

- housing
- workforce accommodation
- industrial services
- transport and logistics businesses.

Without additional serviced land, Katanning may be unable to fully capture the economic benefits of the mining and abattoir developments.

Statutory Environment:

Under the Local Government Act 1996 the Council is required to plan for the future.

Policy Implications:

There are no policy implications relating directly to this item.

Financial Implications:

Nil

Risk Implications:

The risk to Council from not acting to address land shortages creates a reputational risk ranked by management as high.

| Consequence | Insignificant | Minor | Moderate | Major | Extreme |
|-------------------------|---------------|--------|----------|--------|---------|
| Likelihood | | | | | |
| • Almost Certain | Medium | High | High | Severe | Severe |
| • Likely | Low | Medium | High | High | Severe |
| • Possible | Low | Medium | Medium | High | High |
| • Unlikely | Low | Low | Medium | Medium | High |
| • Rare | Low | Low | Low | Low | Medium |

Mitigation of this risk by partnering with DevelopmentWA as outlined by this paper, will reduce this risk to 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/26

That Council:

- 1. Authorises the Chief Executive Officer to prepare and submit an application to the Regional Development Assistance Program for the subdivision and servicing of:
 - a) the former Saleyards site (Lots 505–509 and 531–535 on DP 222688) for industrial development; and**
 - b) Baldwin Park (Lot 3 on DP 27422) for residential development.****
- 2. Supports entering negotiations with DevelopmentWA for the delivery of subdivision, servicing and sale of the land.**
- 3. Endorses the in-principle transfer (gifting) of the above Shire-owned land to DevelopmentWA for the purpose of development, subject to:
 - a) the successful outcome of the RDAP funding application; and**
 - b) the preparation of formal agreements satisfactory to the Chief Executive Officer.****
- 4. Authorises the Chief Executive Officer to undertake all necessary actions to progress the project and report back to Council once funding outcomes are known.**

CARRIED/LOST:

FOR:

AGAINST:

10.3.6 Vacant Land Sales

File Ref: LS.AA.1
Reporting Officer: Peter Klein, Chief Executive Officer
Date Report Prepared: 12 March 2026
Disclosure of Interest: No Interest to disclose

Issue:

To reconsider a 2025 Council resolution to sell 7 vacant housing blocks within the Katanning townsite, owned freehold by the Shire of Katanning.

Body/Background:

The following list shows those properties within the town site which are vacant, suitable for housing and which were approved for sale in November 2025. In addition, to comply with our section 3.58 obligations under the Local Government Act 1995, the properties have been valued by Acumentis and the determined values are also shown;

| Address | Lot | Plan | Zoning | Size (m ²) | Valuation @25/02/26 |
|------------------|-----|--------|-------------|------------------------|---------------------|
| 82 Avon Street | 7 | 18577 | Residential | 2006 | \$150,000 |
| 59 Daping St | 11 | 35271 | Residential | 1012 | \$65,000 |
| 53 Annie St | 988 | 38012 | Residential | 1196 | \$75,000 |
| 20 Cullen Street | 9 | 3728 | Residential | 1138 | \$50,000 |
| 18 Cullen Street | 10 | 3728 | Residential | 1136 | \$50,000 |
| 125 Conroy St | 15 | 3728 | Residential | 1136 | \$50,000 |
| 92 Piesse St | 694 | 224134 | Enterprise | 1033 | \$35,000 |

An EOI has also been released to the market to select an agent to support our efforts to sell these properties and Ian Hanna from Elders Real Estate was selected.

The properties have not been formally listed and consequently none of these properties have yet been sold.

Officer's Comment:

Developments since the sale decision was taken in September last year, have encouraged management to reconsider the logic in selling all these properties. We have received the Ausgold economic impact study that has highlighted future staff attraction & retention challenges facing the community including, the shire and we've also become aware of support for home construction through Keystart and other State Government funding opportunities that can facilitate home construction.

It is requested that Council consider if some or all these properties should be held back from sale to reserve our capacity to construct homes to support key workers and/or to provide additional staff housing.

Statutory Environment:

The *Local Government Act 1995*, section 3.58 prescribes arrangements for the disposition of property.

This permits the sale of these properties by private treaty, utilising the services of a local real estate agent. However, the sale process must comply with the public notice provisions as outlined in the Local Government (Administration) Regulations 1996, section 3A. Under these provisions, if an acceptable offer is made, Council must issue a public notice advising who has made the offer and the amount of that offer and give other potential bidders the opportunity to put in an alternate offer. Alternate offers will then need to be considered.

Policy Implications:

The Council's delegation register has only given the CEO the delegated authority to sell property which is specifically identified within the Budget with a value of up to \$1M. The sale of these properties is not specifically identified in the FY26 budget and therefore a budget amendment will be presented to Council once property valuations are received.

Financial Implications:

Agent fees & conveyancing costs will be incurred but will be offset by sale proceeds. It is intended that the successful agent will

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" and is considered manageable using existing procedures and current resources.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2022 - 2032

Focus Area Social

Aspiration Katanning is a vibrant, active place that encourages its community to thrive.

Objective To provide support for the physical and mental health and wellbeing of our community.

Voting Requirement: Simple Majority.

Officer's Recommendation/Council Motion:

OC/26 That Council rescind resolution OC175/25 approving the sale of vacant residential housing lots.

CARRIED/LOST:

FOR:

AGAINST:

10.3.7 Great Southern Place Based Reconciliation Action Plan Pilot (Attachment)

File Ref:

Reporting Officer: Peter Klein, Chief Executive Officer

Date Report Prepared: 12 March 2026

Disclosure of Interest: No Interest to disclose

Issue:

Reconciliation WA has written to Council seeking advice as to our financial and in-kind commitment to the “place-based” (Great Southern) Reconciliation Action Plan (RAP).

Body/Background:

Previously, RAPs have been developed by organisations and contain an organisation’s specific commitments to reconciliation. These commitments generally address things like internal organisational culture, workforce diversity, procurement opportunity for Aboriginal businesses and a commitment to Aboriginal engagement and partnerships.

There are four RAP types, Reflect, Innovate, Stretch and Elevate. All organisations begin with a Reflect RAP and move through the types as their RAP commitments mature and develop.

The Shire of Katanning has a Reflect RAP, approved by Reconciliation WA. The further development of our reconciliation commitment is currently linked to re-forming the Noongar Leadership Group and to working with this group to identify an achievable number of new initiatives that will meaningfully enhance local wellbeing and the promotion of reconciliation.

The Great Southern RAP is a pilot project, initiated by Reconciliation WA and for the first time aims to establish a RAP that is relevant to the Great Southern region. Because of its regional ambition it will be more complex to deliver as it aims to coordinate multiple organisations and communities to achieve a regional impact.

Kristy & John Goodheart have participated in meetings with Reconciliation WA about the Great Southern RAP.

A copy of the draft Great Southern RAP is attached.

Reconciliation WA has asked that Council;

1. confirm our participation in the Great Southern RAP and membership of the Reconciliation Action Network, by signing a Commitment Statement (attached); and
2. complete a supplied form, to document our current & future activities aligned to the draft RAP deliverables.

Officer’s Comment:

Management has reviewed the draft Great Southern RAP and completed the supplied form in the manner requested. A copy of the completed form follows;

| | |
|-------------------------------|---|
| Organisation name: | Shire of Katanning |
| Lead contact name & position: | Charlotte Why – Community Development Officer |
| Lead contact email: | Charlotte.why@katanning.wa.gov.au |

| | |
|---|--|
| Indicate the specific deliverables from the RAP framework document your organisation can actively commit to. When indicating the deliverable, let us know the role you can play against each using these four roles. Please include any notes about specific activities which may be relevant including details of activities and/or conditions: (e.g. H4.1 - Enabler, J9.1 - Doer & Messenger): | H 4.2 – Enabler: subject to the support of the Katanning Noongar Leadership Group advocate for targeted mental health support. J 8.6 – Enabler: Become familiar with regional Aboriginal businesses and offer opportunity to quote when relevant tasks are to be delivered. T 2.2 – Doer: Culturally themed art installation at an appropriate location in Katanning (DPIRD funding secured) |
| Financial contribution your organisation can make to these deliverables/ this RAP across the Pilot’s initial 18-month implementation phase from 1 July 2026. This information will not be shared with the RAN. | \$180,000 (existing DPIRD grant). |
| In-kind contribution your organisation can make to these deliverables/ this RAP (staff time or professional services, venue hire, etc.): | In-kind support – arrangement of meetings, provision of meeting rooms, staff time commitment. |
| Declaration – I confirm that the information provided above is accurate and that I am authorised to submit this on behalf of the organisation. | |
| Name: | Peter Klein |
| Date: | February 2026 |

Statutory Environment:

Local Government Act (1995), clause 2.7(1) details the role of Council which includes governing the local government’s affairs and overseeing the allocation of the local government’s finances & resources.

Policy Implications:

There are no policy implications for this report.

Financial Implications:

Nil direct cash cost although unquantified in-kind staff time and focus is being committed.

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” 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 facilitate diversity and representation within the decision-making process.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/26

That the Shire of Katanning;

- a) execute the Great Southern Place-Based RAP Commitment Statement;
and**
- b) endorse submission of the form detailing Council's commitment to
deliver RAP Plan actions H 4.2, J 8.6 & T2.2.**

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

PROCEDURAL MOTION

MOVED:

SECONDED:

OC/26

That Council closes the meeting to the public to consider the following items relating to:

- Write-off Sundry Debt – Debtor 4372
- Katanning Early Childhood Hub – Landscaping Component

CARRIED/LOST:

FOR:

AGAINST:

13.2 **Katanning Early Childhood Hub – Landscaping Component**
(Attachment)

File Ref: CP.TE.7
Reporting Officer: David Blurton, Executive Manager of Corporate Services
Date Report Prepared: 17 March 2026
Disclosure of Interest: No Interest to disclose

Reason For Confidentiality

The report is confidential in accordance with section **5.23 (2) (e) (iii)** of the *Local Government Act 1995*, being a matter that, if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person.

Voting Requirement: Absolute Majority

Officer’s Recommendation/Council Motion:

OC/26

That Council:

- 1. Accept the quote presented by Buildon Construction on 16 March 2026, for delivery of the revised Katanning Early Childhood Hub landscaping plan, and**
- 2. In compliance with Regulation 11 (2) (f) of the Local Government (Functions and General) Regulations 1996, authorise the CEO to execute a contract variation for delivery of the revised landscaping design in accordance with the funding strategy identified in this report.**

CARRIED/LOST:
FOR:
AGAINST:

PROCEDURAL MOTION

MOVED:

SECONDED:

Officer's Recommendation/Council Motion:

Voting Requirement: Simple Majority

OC/26 **That Council reopens the meeting to the public.**

CARRIED/LOST:

FOR:

AGAINST:

| |
|-------------------------------|
| 14. CLOSURE OF MEETING |
|-------------------------------|

The Presiding Member declared the meeting closed at pm.