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**

The next Ordinary Council Meeting of the Shire of Katanning will be held on Tuesday 24 November 2026 at the Shire of Katanning's Council Chamber, 52 Austral Terrace, Katanning commencing at 6.00pm.

Peter Klein
**CHIEF EXECUTIVE OFFICER**
Thursday 19 November 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 – Deputy Shire President
Cr Matt Collis
Cr Gemma Trolove
Cr Danny McGrath
Cr Paul Totino
Cr John Goodheart

Council Officers:
Peter Klein, Chief Executive Officer (Via Teams)
Lisa Smith, Acting Operations Manager
David Blurton, Executive Manager Corporate Services
Taryn Human, Executive Assistant to CEO

Gallery:

Media:

Apologies:

Leave of Absence:

## 3. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

## 4. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

## 5. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

## 6. PUBLIC QUESTION/STATEMENT TIME

## 7. APPLICATIONS FOR LEAVE OF ABSENCE

## 8. PETITIONS/DEPUTATIONS/PRESENTATIONS

Katanning Landcare presentation to Council regarding the Soil Conservation Service Charge (SCSC).

## 9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

**9.1** **Ordinary Council Meeting – Tuesday 27 October 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 27 October 2026 are confirmed as a true record of proceedings.**

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

**9.2** **Special Council Meeting – Thursday 5 November 2026**
(See Attached Minutes)

**Voting Requirement:** Simple Majority

**MOVED: CR** **SECONDED: CR**

**OC/26** **That the minutes of the Special Council Meeting held on Thursday 5 November 2026 are confirmed as a true record of proceedings.**

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

## 10. REPORTS OF COMMITTEES AND OFFICERS

## 10.1 ACTING OPERATIONS MANAGER

## 10.2 EXECUTIVE MANAGER CORPORATE SERVICES

### 10.2.1 Schedule of Accounts – October 2026
(Attachment)

**File Ref:** FM.FI.4
**Reporting Officer:** Patrick Kennedy, Manager Finance
**Date Report Prepared:** 10 November 2026
**Disclosure of Interest:** No Interest to disclose.

**Issue:**
To receive the Schedule of Accounts Paid for the period ending 31 October 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 | EFT Payments 2026/27 | Cheques 2026/27 | Payroll 2026/27 | Direct Debit 2026/27 | Credit Cards 2026/27 | Total Payments 2026/27 |
|---|---|---|---|---|---|---|
| July | $1,793,223.82 | $564.00 | $404,101.90 | $107,899.12 | $16,236.22 | $2,322,025.06 |
| August | $1,893,360.33 | $2,666.65 | $277,865.18 | $138,046.02 | $7,028.77 | $2,318,966.95 |
| September | $1,482,165.77 | $554.00 | $277,649.25 | $94,439.96 | $9,301.71 | $1,864,110.69 |
| October | $946,949.52 | $857.00 | $285,762.96 | $107,938.17 | $14,649.75 | $1,356,157.40 |
| November | | | | | | |
| December | | | | | | |
| January | | | | | | |
| February | | | | | | |
| March | | | | | | |
| April | | | | | | |
| May | | | | | | |
| June | | | | | | |
| Total | $6,115,699.44 | $4,641.65 | $1,245,379.29 | $448,323.27 | $47,216.45 | $7,861,260.10 |

**Officer's Comment:**
The schedule of accounts for the month of October 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 42295-42449 totalling $946,949.52, Cheques 42554-42556 totalling $857.00, Payroll payments totalling $285,762.96, Direct Debit payments totalling $107,938.17, Credit Cards (September) totalling $14,649.75, all totalling $1,356,157.40, authorised and paid in October 2026.**

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

## 10.2.2 Monthly Financial Report – October 2026
(ATTACHMENT)

**File Ref:** FM.FI.4
**Reporting Officer:** David Blurton, Executive Manager Corporate Services
**Report Prepared:** 17 November 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 31 October 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**

- Rates are $49,899 less than Year to date budget which relates to adjustments required to be made to nine properties because of subdivisions, amalgamations and changes in rating status. Some of these adjustments relate to prior financial years.
- Operating Grants and Subsidies are $287,902 less than budgeted for the following reasons;
    - 80% of Federal Assistant and untied road Grants allocation has been prepaid in 25/26.
    - CESM contribution is $31,374 less than budgeted reflecting a delayed commencement of the new CESM officer.
    - Shire has received an unbudgeted $23,690 grant for Bush Fire Mitigatio.
    - Debt collection reimbursements are $26,133 under budget as collection process for unpaid rates in 26/27 has yet to be processed.
- Fees and Charges are $109,534 more than budget for the following reasons;
    - KLC kiosk income is $10,579 more than YTD budget
    - Refuse site disposal charges are $25,653 less than budget
    - Cemetery fees are $10,854 less than YTD budgdet
    - Building licence fees are $51,023 more than YTD budget
    - Saleyard Fees are $41,010 less than budget
    - Property Lease fees are $26,172 more than YTD budget
- Interest revenue is $77,704 more than budget due to better-than-expected interest rates on term deposits.
- Profit on asset disposal is $50,688 less than budget as no assets have been disposed yet.

**Expenditure from Operating Activities**

- Employee costs are $61,710 less than YTD budget reflecting
    - Delay in CESM commencing - $42,472 under budget
    - Long Service Leave paid to previous shire employee $32,165 over budget
    - Salary Costs other Governance $12,582 under budget
    - Salary costs Admin - $98,475 under budget which includes Economic Development Officer yet to be appointed.
    - Salary costs KLC $18,684 under budget
    - PWO public holidays $14,652 under budget (required YTD budget timing adjusted)
    - Building Program – Aquatic Centre $15,105 over budget
- Materials and Contracts is $92,303 less than budget. The following variances from budget are noted
    - Computer Software subscriptions $19,345 under budget
    - IT support $13,866 under budget
    - Debt collection expenses are $42,319 under budget
    - Audit Fees are $69,580 under budget however an accrued expense journal has been processed to transfer expected audit fees in 26/27 to 25/26 as was the case in previous financial year.
    - Works program – fire prevention is $15,374 under budget
    - Building Program – Town Hall is $25,450 under budget relating to timing of gutter replacements
    - Works program – other reserves is $41,991 under budget
    - Works Program KLC grounds is $12,581 over YTD budget
    - Works Program – Road Maintenance material is $78,239 over YTD budget
    - Works Program – Rural Services materials is $35,603 over YTD budget
    - Expensed minor asset purchases is $20,830 under budget
    - Works program – airport maintenance is $13,066 under budget
    - Amherst management fees are $27,146 over budget
    - Household recycling service is $14,173 under budget
    - KAC contract Management is $143,761 under budget
    - Building program -KLC is $15,478 under budget
    - Fuel and Oil is $41,043 under YTD budget
    - Consultants Roads is $12,150 under budget
    - Decommmissioning old saleyards is $41,077 over YTD budget
- Depreciation Costs are $39,816 under budget
- Finance Costs are $15,515 more than budget due to interest accruals to 25/26 FY.
- Insurance costs are $77,885 more than budget however YTD budget needs to be adjusted to reflect Insurance has been fully paid for 26/27.
- Proceeds from capital grants, subsidies and contributions are $68,067 under budget relating to
    - Katanning Early Childhood Hub Project grants are $261,967 more than budgeted representing additional interest on funds held at WATC
    - Regional Road Group Grant is $30,322 more than YTD budget.
    - Roads to Recovery is $162,890 less than budget
    - Airport runway grants is $254,925 less than budget.
- Acquisition of Property, Plant and Equipment and infrastructure is $159,105 less than expected for the following reasons;
    - Hockey building upgrades is $90,467 less than budget

- Katanning BFB shed apron is $25,000 less than budget.
- Amherst Village building upgrades $30,000 less than budget
- Amherst capital refundable deposits paid are $75,000 under budget.
- Early Childhood Project is $669,844 more than YTD budget. One extra contractual payment was budgeted in 25/26 FY when developing the 26/27 budget. This will require a budget adjustment at mid-year review. Overall, the project is under budget.
- Noongar Artwork is $90,465 less than budget
- Road construction is $230,704 less than budget.
- Footpath construction is $25,000 less than budget, works yet to commence
- KLC gym upgrade $12,500 under budget – yet to commence
- KLC Pioneer room upgrades is $58,254 under budget – yet to commence

Surplus after imposition of rates is $2,211,965 more than budget mainly due to the prepayment of 80% of Federal Assistance Grants at year end 25/26. Only 50% was expected to be prepaid but 80% was received. Final audit is still being assessed

**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 31 October 2026, as presented.**

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

## 10.3 CHIEF EXECUTIVE OFFICER'S REPORTS

## 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

**MOVED:** **SECONDED:**

**OC/26** **That Council closes the meeting to the public to consider the following items relating to:**

- **ITC Managed Services - Request For Quotation (RFQ) Outcome**
- **Katanning Community Citizen of the Year Awards 2027**
- **Allocation of Unit 1 Amherst Village**

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

## 13.1 ITC Managed Services - Request for Quotation (RFQ) Outcome

**File Ref:**
**Reporting Officer:** David Blurton, Executive Manager Corporate Services
**Date Report Prepared:** 7 November 2026
**Disclosure of Interest:** No interest to disclose

**Reason for confidentiality:** 5.23 (4) (c) information contained in a tender received by the local government for a contract to the extent that the information (i) is a tendered price.

**Voting Requirement: Simple Majority**

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

**OC/26 That Council:**

1. **Notes the Request for Quotation process undertaken for the provision of ICT managed services, with procurement and evaluation assistance provided by Cohesis;**
2. **Accepts the submission from Integrated ICT as the most advantageous offer for the provision of ICT managed services;**
3. **Authorises the Chief Executive Officer to finalise and execute a contract with Integrated ICT for a three-year term, subject to satisfactory finalisation of the scope, service levels, pricing and contract conditions;**
4. **Authorises the Chief Executive Officer to approve minor variations to the final contract that do not materially alter the scope, risk allocation or overall value of the accepted offer; and**
5. **Requires the performance of the managed service provider to be reviewed at least annually against the agreed service levels and reported through the Shire's contract management arrangements.**

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

**13.2** **<u>Katanning Community Citizen of the Year Awards 2027</u>**
(Attachment)

**File Ref:** CR.AW.2
**Reporting Officer:** Taryn Human, Executive Assistant to CEO
**Date Report Prepared:** 2 November 2026
**Disclosure of Interest:** No interest to disclose

**Reason for Confidentiality**
The Officer's Report is confidential in accordance with section 5.23(2)(b) of the Local Government Act because it deals with the personal affairs of persons. The Officer's Report has been provided to Council under separate cover**.**

**Voting Requirement:** Simple Majority

**Council Motion:**

**OC/26** **That Council endorse the Honours and Awards Committee's recommendations for the 2027 Community Citizen of the Year Awards and the Katanning Community Long Service Award.**

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

## 13.3 Allocation of Unit 1 Amherst Village

**File Ref:** LS.AA.1
**Reporting Officer:** David Blurton, Executive Manager of Corporate Services
**Date Report Prepared:** 17 November 2026
**Disclosure of Interest:** No Interest to disclose

**Reason for Confidentiality**:
The Officer's Report is confidential in accordance with section 5.23 (4) (b) of the Local Government Act because it deals with the personal affairs of an individual.

**Voting Requirement:** Simple Majority

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

**OC/26 That Council approves the allocation of Unit 1 Amherst Village to the successful applicants identified in this report, subject to the execution of the standard residency agreement and compliance with the Village Rules.**

**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.