



Shire of
Katanning
Heart of the Great Southern

'A prosperous, vibrant and diverse community working together.'

**NOTICE OF
ORDINARY COUNCIL MEETING**

Dear Council Member

The next Ordinary Council Meeting of the Shire of Katanning will be held on
Thursday 24 March 2022 in the Shire of Katanning Council Chambers,
52 Austral Terrace, Katanning, commencing at 7.00 pm.

Julian Murphy
CHIEF EXECUTIVE OFFICER
Thursday 17 March 2022

DISCLAIMER

The Council of the Shire of Katanning hereby
advises that before taking any action on an application or a
decision of the Council, any applicant or members of the
public should wait for written advice from the Council.

PRESIDING MEMBER _____

DATE SIGNED _____



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PLEASE NOTE:

Council Meetings are recorded for accuracy of minute taking.

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at ____ pm.

2. RECORD OF ATTENDANCE**PRESENT**

Presiding Member: Cr Liz Guidera - President

Members: Cr John Goodheart – Deputy President
Cr Kristy D’Aprile
Cr Matt Collis
Cr Michelle Salter
Cr Adrian Edwards
Cr Serena Sandwell

Council Officers: Julian Murphy, Chief Executive Officer
Denise Gobbart, Executive Manager Corporate & Community
Sam Bryce, Executive Manager Infrastructure & Assets
Taryn Human, Executive Governance Officer

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****9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

- 9.1 **Ordinary Council Meeting – Thursday 24 February 2022**
(SEE ATTACHED MINUTES)

Voting Requirement: Simple Majority

- OC/22 **That the minutes of the Ordinary Council Meeting held on Thursday 24 February 2022 confirmed as a true record of proceedings.**

CARRIED/LOST:

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 EXECUTIVE MANAGER INFRASTRUCTURE AND ASSETS

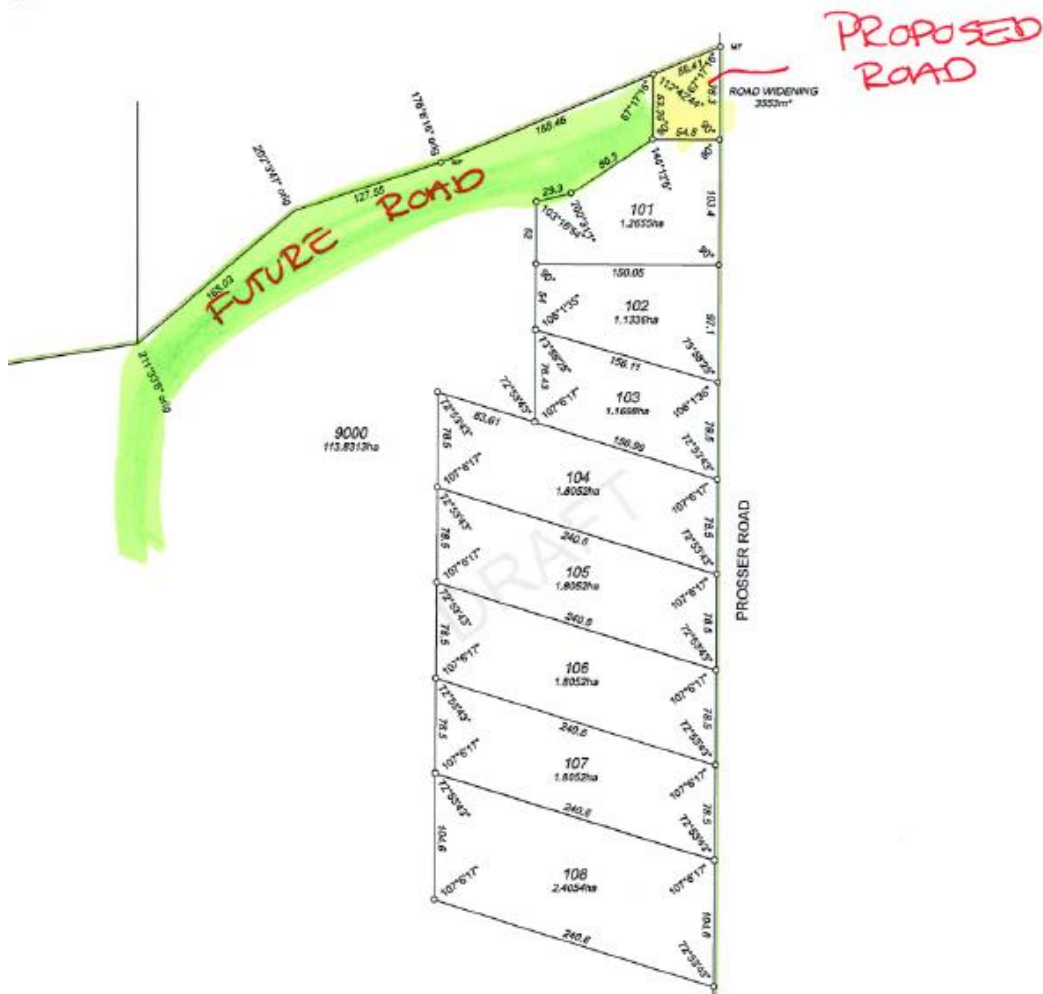
10.1.1 Stage 1 Illareen Road Subdivision Road Name ATTACHMENT

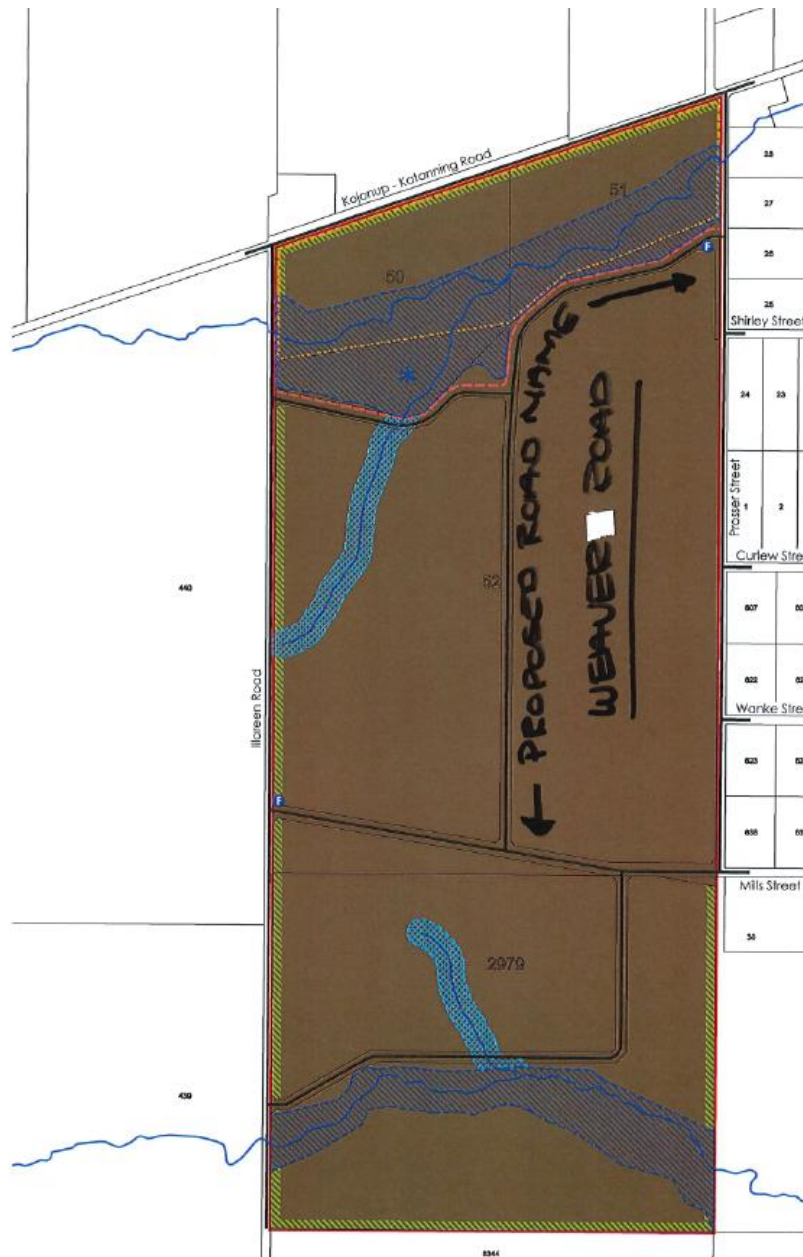
File Ref: RD.NA.1
Reporting Officer: Cherrie Campbell, Executive Officer Infrastructure & Assets
Date Report Prepared: 8 March 2022
Disclosure of Interest: No Interest to disclose

Issue:
To consider the name for the new road at Stage 1 Illareen Road Subdivision, Katanning.

Body/Background:
It is proposed that the road will be utilised by emergency services only to access the firefighting tank which will be installed as part of the subdivision works as shown in the plan below.

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The Policies and Standards for Geographical Naming in Western Australia document provides guidance for road types with the following identified as suitable for the proposed new road:

Road Type	Abbreviation	Description	Open ended
Crescent	Cr	Crescent-shaped thoroughfare, especially where both ends join the same thoroughfare.	Yes
Loop	Loop	Roadway that diverges from and re-joins the main thoroughfare.	Yes
Way	Way	Roadway affording passage from one place to another. Usually not as straight as an avenue or street	Yes
Road	Rd	Open way or public passage primarily for vehicles.	Yes

Officer's Comment:

The proposed road name Weaver Road has been chosen to reflect the family history of the original Broadway Farm landholding which included Lots 52 & 2979 Illareen Road. Molly Weaver married Russell House and together they purchased Broadway Farm around 1950. The family still live in the original homestead on the property and the property is still in the family today.

Statutory Environment:

Policies and Standards for Geographical Naming in Western Australia

Policy Implications:

Nil

Financial Implications:

Nil

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". The "Low" risk rank is considered acceptable with adequate controls, managed by routine procedures.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B2.1	Enhance the public realm
PRIORITY	ECONOMIC	
OBJECTIVE	E3.2.2	Ensure land use planning for commercial, industrial and residential development.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/22

That Council:

1. **Recommends to the Geographic Names Committee to name the new road at the Illareen Road Subdivision Weaver Road; and**
2. **Notes that the use of the name is supported by the family and owners of Broadway Farm.**

CARRIED/LOST:

10.1.2 Restricted Access Vehicle Network

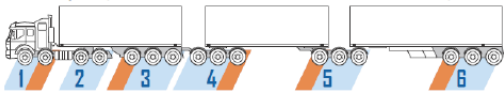
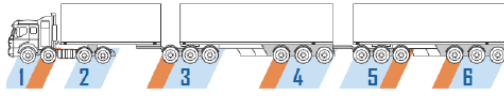
File Ref: RD.PG.2
Reporting Officer: Cherrie Campbell, Executive Officer Infrastructure & Assets
Date Report Prepared: 8 March 2022
Disclosure of Interest: No Interest to disclose

Issue:

Main Roads Heavy Vehicle Services (HVS) proposes to upgrade Restricted Access Vehicle (RAV) network access for Fairfield Road in the Shire of Katanning. The Shire wishes to support the amendments to the current RAV network approved route.

Body/Background:

Main Roads Western Australia (MRWA) have received an application to upgrade Fairfield Road to Accredited Mass Management Scheme Category 7, Level 3 (AMMS N7.3) access for connectivity with Kojonup – Pingrup Road. Category 7, Level 3 combinations are detailed in the table below.

Category 7 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
7A	AB-Triple (Prime Mover, Semi Trailer & B-double) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3
7B	BA-Triple (B-double & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3

The table below shows the changes which Main Roads are considering for endorsement onto the RAV network:

Road Name	From	To	Current Network	Requested Network
Fairfield Road	0.00(Kojonup-Pingrup Road Intersection)	9.11 (Local Government Boundary)	RAV 7	AMMS N7.3

Officer's Comment:

The overall impact on pavement may result in reduction in useful life however in most cases no major impact is noted with the RAV network when used correctly in accordance with Main Road requirements. Fairfield Road Katanning is a School Bus Route.

Statutory Environment:

Road Traffic Act 2014

Road Traffic Regulations 2014

Policy Implications:

There are no Shire of Katanning policy implications for this report.

Financial Implications:

There are no financial implications for the shire and in many instances access to road funding is more readily available with an increase in RAV rating.

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". The "Low" risk rank is considered acceptable with adequate controls, managed by routine procedures.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B1	Infrastructure that meets community need
OBJECTIVE	B1.2	Provide facilities that meet community need.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/22 That Council supports the application to amend the Restricted Access Vehicle (RAV) Network to Accredited Mass Management Scheme Category 7, Level 3 (AMMS N7.3) for the full length of Fairfield Road in the Shire of Katanning.

CARRIED/LOST:

10.1.3 Development Application – Dwelling House Lot 638 Prosser Street, Katanning
(ATTACHMENT)

File Ref: A938
Reporting Officer: Darryle Baxter, Building Surveyor
Report Prepared: 8 March 2022
Disclosure of Interest: No Interest to disclose

Issue:

To consider an application for a Dwelling House in the Rural Residential zone. The application for Development Approval requires determination by the Council because the landowner is seeking permission for a zincalume roof.



Image of Subject Land – Source: Landgate (Aerial 2017)

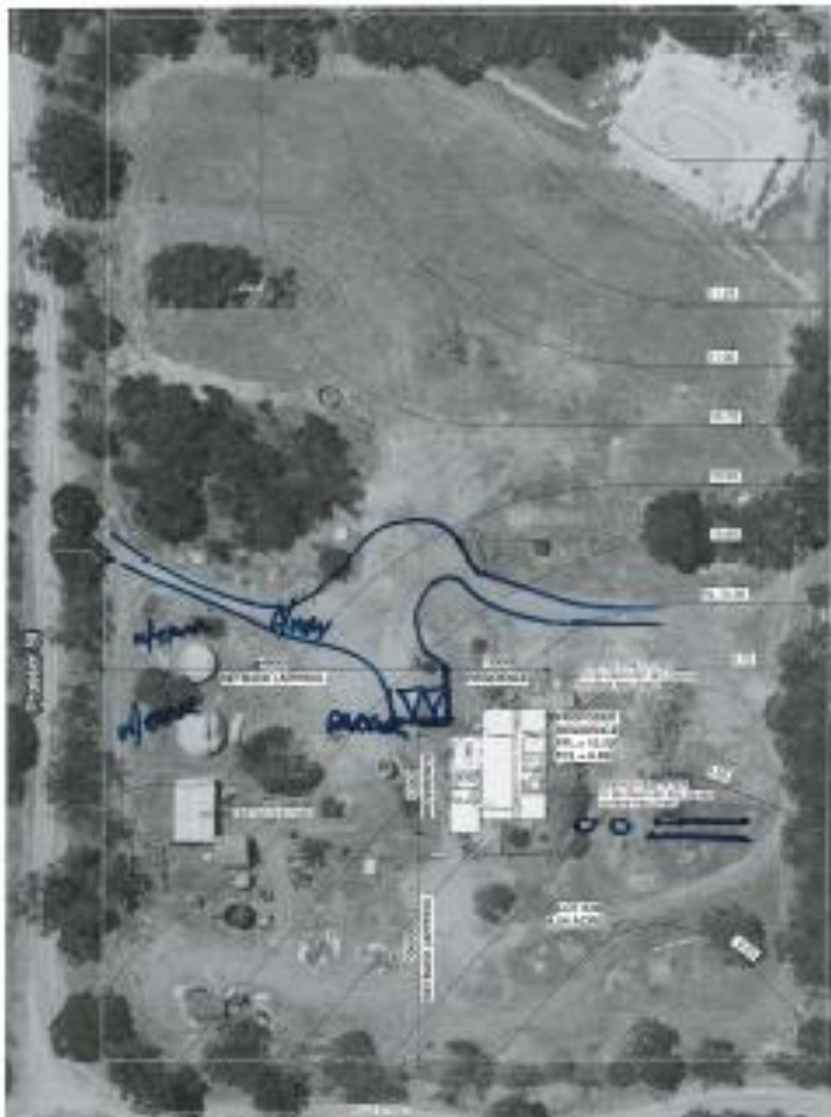
Body/Background:

A development application was received on 24 February 2022. The plans show a 13.8m x 17.4m four bedroom, framed, transportable dwelling that is to be constructed and located to the location of Lot 638 Prosser Street, Katanning by Modular WA; Builders Registration No 101630.

The property is zoned 'Rural Residential' – Area (RR2) under the Shire of Katanning Local Planning Scheme No. 5 (LPS5). Adjoining land to the north and east is zoned RR2. The land to the south of Mills Street is zoned 'Rural'; the land to the west of Prosser Street is zoned 'Rural'.

Lot 638 is 1.8379Ha and has frontage to Prosser Street along the western boundary and Mills Street along the southern boundary.

Existing development comprises Outbuildings, including a rainwater tank, vegetated and cleared areas, fences and a small dam.



Site Plan

Notwithstanding 'Single House' is listed as 'P' (Permitted) in the Rural Residential zone, Table 3 specifies that the Council's planning approval is required for all development in this zone.

The application was assessed, based on the requirements and procedures set out in LPS5 and the current Planning and Development (Local Planning Schemes) Regulations 2015.

The following Table shows the required and proposed setbacks for the Dwelling.

Minimum Setbacks - Proposed Dwelling, Lot 638 (167) Prosser Street, Katanning			
Boundary	Required Setback	Proposed Setback	Comment/ Assessment
Front/Primary Street [Prosser St]	15m	48m	<i>Compliant</i>
Secondary Street [Mills St]	15m	Approx. 30m	<i>Compliant</i>
Northern Side	10m	Approx. 96m	<i>Compliant</i>
Eastern Side/Rear	10m	Approx.38m	<i>Compliant</i>

The proposal is considered to satisfy relevant planning requirements and to meet the Scheme Aims, as well as the intent of the Katanning Local Planning Strategy.

The subject land is not of historical cultural significance. The site is not recorded in the State Register of Heritage Places, the Municipal Inventory or other Heritage lists. Based on a recent search using the DoPLH online Aboriginal Heritage Inquiry System, it is not listed as a Registered Aboriginal Site or Survey Area.

The subject land is not designated as a Bush Fire Prone Area as identified by the Fire and Emergency Services Commissioner, so is exempt from the requirements of SPP 3.7 and the associated deemed provisions of the Planning Regulations 2015. In any case, the landowner is obligated to comply with the Shire of Katanning Fire Management Requirements (Bush Fire Notice), including provision of a '2.5 metre wide bare earth firebreak immediately inside along all external boundaries'.

Officer's Comment:

The proposal is considered to meet the objectives and intent of LPS5, and the specific zone Objectives set out in Table 2:

'To provide for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape values of the land...'

Development Approval is recommended, subject to conditions.

Statutory Environment:

Shire of Katanning Local Planning Scheme No. 5.

Planning and Development (Local Planning Schemes) Regulations 2015.

The application was evaluated against the matters listed in Clause 67, Part 9 Schedule 2 of Planning and Development (Local Planning Schemes) Regulations 2015. The following Table lists those matters considered relevant to this application, together with planning comments.

Matter	Relevance	Comment
(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.	Yes	Development and Use of the subject land for the purpose of Dwelling is consistent with the zone Objectives set out in Table 2 and Clause 9 Aims of the Scheme: (a) Promote and facilitate planned expansion of the townsite; and (b) Community Growth and Diversity – townsite growth.
(b) The requirements of orderly and proper planning.	Yes	Land use is consistent with the Growth Plan and the endorsed Local Planning Strategy.
(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	Yes	This proposal for a variation to allow the use of ‘zincalume’ roof material requires determination by the Council. In terms of compatibility, visual impact and amenity, this proposal is unlikely to have any on-going negative impact on adjoining land.
(n) the amenity of the locality including the following: (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development.	Yes	No significant negative impact on amenity in regard to the natural environment or character of the locality given the setting, function and purpose of the zone.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.	Yes	There are areas of Remnant Vegetation and shelter belts on the subject land. Development site is screened. New structure is within existing cleared area It is not expected that existing planting or remnant vegetation will be impacted by this proposal.
(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.	Neutral	Development unlikely to result in any substantial or unplanned increase in vehicle movements.
(w) the history of the site where the development is to be located;	Neutral	Ongoing use and development of the lots in this well established Hobby Farm/Rural Residential precinct is supported.

Policy Implications:

There are no policy implications for this report.

Financial Implications:

Based on the nominated Development Value of \$340,000 and in accordance with the published schedule of Fees and Charges, the Planning Application Fee is \$1,088.00.

Risk Implications:

This item has been evaluated against the Shire of Katanning's Risk Assessment and Acceptance Criteria.

The risk relates to the potential for the Applicants to exercise their right to apply for a review by the State Administrative Tribunal (SAT) should they be aggrieved by the determination for the proposed Development. Any variation to allow the use of un-painted zincalume is at the discretion of Council and is easily defensible. Therefore the risk is Low, whether or not the Council supports such variation and grants planning approval subject to standard conditions, in accordance with Local Planning Scheme No. 5.

In this case, the perceived level of risk is considered to be "Low (2)" based on the "Minor" consequence (2) of financial impacts and the "Rare" likelihood (1) that the Applicant would challenge the Council's decision on this proposal. The "Low" risk rank is considered acceptable with adequate controls, managed by routine procedures.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B2.3	Orderly development (Town Planning)
PRIORITY	ECONOMIC	
ASPIRATION	E3	Sustainable economic and population growth
OBJECTIVE	E3.2.2	Ensure land use planning for commercial, industrial and residential development.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/22 That Council grants Development Approval for Lot 638 (167) Prosser Street, Katanning for the purpose of Single Dwelling, subject to the following conditions:

1. Development to be generally in accordance with the approved plans, noting the use of un-painted zincalume roof material is approved.
2. Maintenance of parking areas and accessways is the responsibility of the landowner.
3. Stormwater runoff from the new structure to be adequately controlled on-site. Any connection to the district drainage system to be to the satisfaction of the Shire of Katanning, in accordance with Engineering requirements and design guidelines.

Advice Notes

- I. Construction and siting of any proposed crossover requires prior approval and is to be in accordance with Shire of Katanning specifications and requirements.
- II. Wastewater is to be managed by way of an approved on-site disposal system
- III. The property is to be maintained in accordance with the Shire of Katanning Fire Management Requirement Notice, applicable at the time.
- IV. This Development Approval does not constitute a Building Permit.
- V. Future use and works to comply with the Building Code of Australia and relevant Health and Environmental statutes.

CARRIED/LOST:

10.1.4 Local Roads and Community Infrastructure Program Extension (Phase 3)

File Ref: GS.SR.1
Reporting Officer: Samuel Bryce, Executive Manager Infrastructure & Assets
Date Report Prepared: 15 March 2022
Disclosure of Interest: No Interest to disclose

Issue:

To consider the additional funding monies to be allocated to the proposed projects.

Body/Background:

The Shire of Katanning has received a further \$703,624 funding from the Commonwealth Government's Local Roads and Community Infrastructure Program Extension (Phase 3). Guidelines for the grant program were recently released and provide for spending on Local Roads and Community Facilities.

At the December 2021 Council Meeting Council approved the following projects:

Project	Details	Budget
CCTV	Town Closed Circuit Television upgrades	\$ 150,000
Synnott Ave Footpath	Install new concrete footpath - Warren Rd to Braeside Rd	\$ 115,000
Clive St Footpath	Conroy St to Piesse St - replace concrete footpath (Southern side)	\$ 110,000
	Total	\$ 375,000

The unallocated portion of the grant (\$328,624) will need to be allocated and included in the funding works schedule for approval prior to 30 June 2022 or Council risks losing the unallocated portion of the grant under the 'use it or lose it' principle.

Project Priorities

The Following priorities are proposed for the remaining portion of the LRCI grant:

Project	Details	Budget
Clive Street Conroy/Piesse Drainage/carriageway works	Upgrade drainage and roading infrastructure from Conroy Street to Piesse Street. This will complement the new footpath infrastructure already in train.	\$ 188,624
Bokarup St footbridge	Install new pedestrian bridge over Katanning Creek	\$ 140,000
	Total	\$ 328,624

Officer's Comment:

That Council supports the priorities for projects to be funded under the Local Roads and Community Infrastructure Program Extension (Phase 3) funding program.

Statutory Environment:

Local Government Act 1995

Policy Implications:

- 2.5 Purchasing Policy
- 2.7 Buy Local Regional Price Preference

Financial Implications:

The Shire of Katanning secured \$703,624 from the Commonwealth Government's Local Roads and Community Infrastructure Program. To date, expenditure associated with the project totals \$375,000 with a further proposal of \$328,624 remaining for additional project priorities.

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". The "Low" risk rank is considered acceptable with adequate controls, managed by routine procedures.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY		BUILT ENVIRONMENT
ASPIRATION	B1	Infrastructure that meets community need.
OBJECTIVE	B1.1	Sustainably manage current and future assets and infrastructure.
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B2.1	Enhance the public realm
PRIORITY		ECONOMIC
OBJECTIVE	E3.2.2	Ensure land use planning for commercial, industrial and residential development.
ASPIRATION	S1	A capable, vibrant, healthy & connected community
OBJECTIVE	S1.2	Optimum quality of life for all citizens with access to health and other support services that meet the needs of our community.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/22 That Council supports the following priority projects to be funded under the Local Roads and Community Infrastructure Program Extension (Phase 3) funding program:

Project	Details	Budget
Clive Street drainage/carrageway works	Upgrade drainage and road infrastructure from Conroy Street to Piesse Street Katanning.	\$ 188,624
Bokarup Street footbridge	Install new pedestrian bridge over Katanning Creek	\$ 140,000
	Total	\$ 328,624

CARRIED/LOST:

10.1.5 Enquiry on Land Purchase Road Reserve 17 Creek Street Katanning
ATTACHMENT

File Ref: A2872
Reporting Officer: Samuel Bryce, Executive Manager Infrastructure & Assets
Date Report Prepared: 8 March 2022
Disclosure of Interest: No Interest to disclose

Issue:

To consider the request to support the lease of road verge at 17 Creek Street Katanning.

Body/Background:

The Shire was approached by Travis Menghini branch manager for CLAAS Harvest Centre Katanning by email in October 2021. He requested feedback on the purchase of road reserve at the front of the CLAAS Harvest Centre at 17 Creek Street Katanning (Attachment 10.1.5). The Shire met with Travis in early November 2021 to discuss his information request and further inform him on the process through Landgate. The Shire also advised that because of the infrastructure and potential future road alignment that his request for purchase may not be supported by the Shire or through Land Administration Act 1997 and Regulations 1998. It was suggested that possible lease of the road reserve could be an option but would need to be presented to the Board at CLAAS for endorsement.

The Executive Manager of Infrastructure and Assets met with Mr Menghini on site at 17 Creek Street on Tuesday 22 February 2022 to view the site and the requested future expansion of CLAAS's usable land area. In that meeting Mr Menghini advised that the CLAAS board would agree to lease the road reserve and to beautify the land parcel directly abutting the CLAAS business if the proposal had the endorsement and support from Council.

Officer's Comment:

It is recommended that Council support CLAAS Agricultural Equipment based at 17 Creek Street Katanning to investigate lease options through Landgate. The investigations should provide clarity on indicative parking layout, intersection line of sight in line with Main Roads Safe System and configuration of utilities (power and water) and crossovers if required.

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:

The Shire's Fee for processing a road closure request is \$1,500 to help cover admin and referral costs when required.

The applicant is responsible for survey costs, documentation, and any State Government Fees, charges and disbursements associated with all conveyance.

The process is set out under the Land Administration Act 1997 and Regulations 1998 should any future purchase be requested.

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". The "Low" risk rank is considered acceptable with adequate controls, managed by routine procedures.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	BUILT ENVIRONMENT	
ASPIRATION	B2	Places for the community to live, work and connect
OBJECTIVE	B1.1	Sustainably manage current and future assets and infrastructure.
PRIORITY	ECONOMIC	
ASPIRATION	E3	Sustainable economic and population growth
OBJECTIVE	E3.2	Continue to build Katanning's reputation as a strategic sub-regional service centre and economic hub

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/22

That Council:

1. Supports CLAAS Agricultural Equipment's proposal to enter into a lease agreement with the Shire of Katanning for the road reserve adjacent to their property at 17 Creek Street, Katanning; and
2. Supports CLAAS Agricultural Equipment's proposal to investigate lease options for the road reserve through Landgate.

CARRIED/LOST:

10.2 EXECUTIVE MANAGER CORPORATE AND COMMUNITY

10.2.1 Schedule of Accounts (ATTACHMENTS)

File Ref: FM.FI.4
Reporting Officer: Shenae Watts, Creditor Officer
Date Report Prepared: 3 March 2022
Disclosure of Interest: No Interest to disclose

Issue:

To receive the Schedule of Accounts Paid for the period ending 28 February 2022.

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 2021/22	EFT Payments 2021/22	Direct Debits 2021/22	Credit Card 2021/22	Payroll 2021/22	Trust 2021/22	Total Payments 2021/22
July	559.90	1,239,701.92	39,737.04	5,458.49	234,583.47	0.00	1,520,040.82
August	2,173	648,801.21	34,876.21	4,237	240,430.70	0.00	930,518.12
September	17,051.30	1,267,827.19	56,741.47	4,564.28	351,445.88	0.00	1,697,630.12
October	1,089.80	801,203.05	42,674.11	2,515.16	247,451.36	0.00	1,094,933.48
November	570.10	501,263.03	245,004.62	2,809.49	241,336.44	0.00	990,983.68
December	1,261.55	993,082.18	37,012.47	5,026.75	252,165.66	0.00	1,288,548.61
January	234.00	393,674.49	36,350.37	3,667.86	221,208.16	0.00	655,134.88
February	1,300.15	979,987.84	32,394.58	4,035.21	224,458.67	0.00	1,242,176.45
March							
April							
May							
June							
Total	24,239.80	6,825,540.91	524,790.87	32,314.24	2,013,080.34	0.00	9,419,966.16

Officer's Comment:

The schedule of accounts for the month of February 2022 are attached.

The Finance Forum held on 10 March 2022 gave attending Councillors an opportunity to ask questions regarding the presented accounts paid.

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 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/22 That Council endorses the Schedule of Accounts as presented, being cheques 42402 - 42404 totalling \$1,300.15, EFT payments 33498 - 33688 totalling \$979,987.84, payroll payments totalling \$224,458.67, direct payments totalling \$32,394.58 and credit card payments totalling \$4,035.21 authorised and paid in February 2022.

CARRIED/LOST:

10.2.2 Monthly Financial Report **(ATTACHMENTS)**

File Ref: FM.FI.4
Reporting Officer: Denise Gobbart, Executive Manager Corporate & Community
Report Prepared: 3 March 2022
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 2022.

Section 6.4 of the Local Government Act 1995 requires a local government to prepare financial reports.

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.

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 Note 17 of the Monthly Financial Report.

Officer's Comment:

A variance report is included with the monthly financial statement's attachment.

The budget was adopted 31 August 2021 and this report reflects the adopted budget. It is noted that monthly depreciation is not run until after the prior year audit has been signed off.

The Finance Forum held on 10 March 2022 gave attending Councillors an opportunity to ask questions regarding the presented financial statements.

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)

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

Strategic Implications:

Shire of Katanning Strategic Community Plan 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L2	A collaborative, progressive and resilient local government which is sustainably resourced.
OBJECTIVE	L2.1	Optimise use of shire resources – improve organisational systems.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

OC/22 **That Council, in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, receive the Monthly Statement of Financial Activity for the period ending 28 February 2022, as presented.**

CARRIED/LOST:

10.2.3 Strategic Community Plan 2022 – 2032
(ATTACHMENT)

File Ref: CM.PL.2.
Reporting Officer: Denise Gallanagh-Wood, Manager Community Development
Date Report Prepared: 16 March 2022
Disclosure of Interest: No Interest to disclose

Issue:

To consider the Shire of Katanning, Strategic Community Plan 2022 – 2032.

Body/Background:

In accordance with the Local Government Act 1995, all Local Governments are required to plan for the future of their district. The Strategic Community Plan is Council's principal strategy and planning document that links community aspirations with the Council's vision and long term strategy. The Strategic Community Plan forms the basis of the Integrated Planning and Reporting Framework and provides the foundation to develop other strategic documents.

The Shire of Katanning Strategic Community Plan 2017 – 2027 was adopted by Council at the Ordinary Council Meeting held on 25 October 2017.

The Shire of Katanning has undertaken a major review of the Strategic Community Plan. A variety of public participation processes were undertaken, and the outcomes of that process have informed the Strategic Community Plan 2022 – 2032.

Officer's Comment:

Community engagement was central to the major strategic review process. A key purpose of the major strategic review was to re-engage with the community to determine the Shire's vision, outcomes and priorities for the following ten year period.

The adoption of the Strategic Community Plan will be advertised in the newspaper and on social media. Copies of the document will be available through the Shire's website, at the Library, Katanning Leisure Centre and Shire Administration.

Statutory Environment:

The requirements for preparation, consideration, consultation and advertising of a Strategic Community Plan are detailed in the Local Government Act 1995.

Extract Local Government Act 1995

5.56.Planning for the future

- (1) *A local government is to plan for the future of the district.*

- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

Extract Local Government (Administration) Regulations 1996

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) *A local government is to ensure that a strategic community plan is made for*

its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to —

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and

(c) demographic trends.

(6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine whether or not to adopt the plan or the modifications.*

**Absolute majority required.*

(8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

(9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

(10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

Further guidance on the achievement of best practice standards is outlined within the Department of Local Government and Communities Integrated Planning and Reporting Framework and Advisory Standard.

Integrated Planning and Reporting Framework

The Integrated Planning and Reporting Framework addresses the requirements to plan for the future under Section 5.56 of the Local Government Act 1995, and provides the basis for improving the practice of strategic planning in Local Government. The Framework outlines the processes and activities to achieve an integrated strategic plan.

Under the framework, three major parties are involved in the development of an integrated plan:

- The Local Government Administration;
- The Council; and
- The Community.

A successful Integrated Planning and Reporting process delivers the following outcomes:

- A Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy;
- A Corporate Business Plan that integrates resourcing plans and specific Council plans with the Strategic Community Plan; and

- A clearly stated vision for the future viability of the Local Government area.

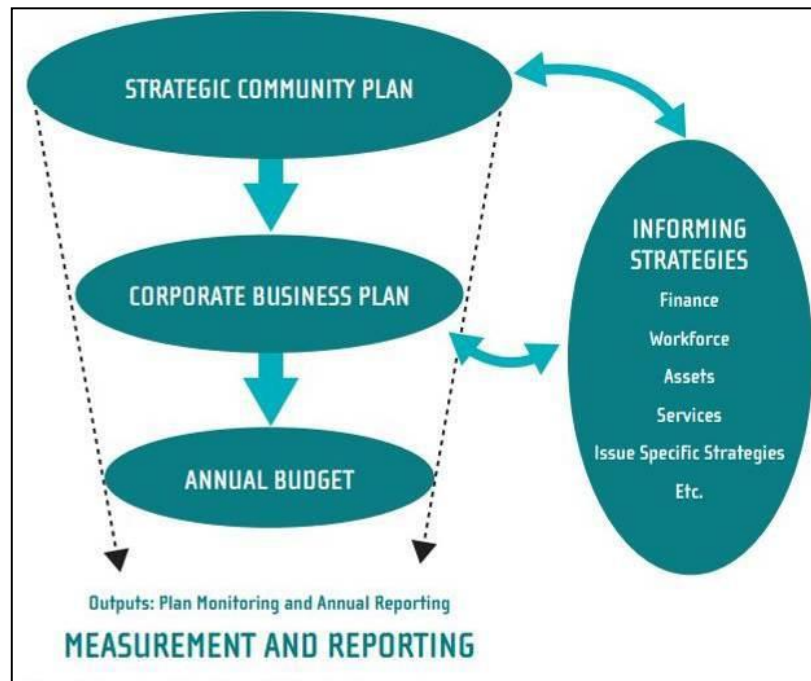


Figure1: Integrated Planning and Reporting Process

Integrated Planning and Reporting Advisory Standard

The Integrated Planning and Reporting Advisory Standard complements the legislative requirements required to for plan for the future.

The Advisory Standard outlines 'Achieving', 'Intermediate' and 'Advanced' standards of Integrated Planning and Reporting performance.

Element	Regulatory requirements	Standards
Strategic Community Plan	<p>A Strategic Community Plan:</p> <ol style="list-style-type: none"> i. Is for a minimum 10-year timeframe. ii. States community vision, aspirations, and objectives. iii. Was developed or modified through engagement with the 	<p>Standard is NOT met:</p> <p>If a Council has not adopted a Strategic Community Plan that meets all of the regulatory requirements.</p>
Achieving Standard:	<p>Achieving Standard is met when: community, (and this is documented.)</p> <ol style="list-style-type: none"> iv. Has regard to current and future resource capacity, demographic trends and strategic performance measurement. v. Is adopted, or modifications to it are adopted, by an absolute majority of council. vi. is subject to a full review scheduled for 4 years from when it is adopted. 	<ul style="list-style-type: none"> • A Council has adopted a Strategic Community Plan that meets all of the regulatory requirements¹ • The local government has a community engagement policy or strategy • Community engagement² involves at least 500 or 10% of community members, whichever is fewer, and is conducted by at least 2 documented mechanisms • A Strategic Review is undertaken every two years, alternating between a Minor Strategic Review and a Major Strategic Review
Intermediate Standard:		<p>Intermediate Standard is met when:</p> <ul style="list-style-type: none"> • The Strategic Community Plan connects most of the activities and services that are delivered by the local government with the community's vision, aspirations and objectives • The Strategic Community Plan takes into account a range of relevant external factors, including relevant plans of State and Commonwealth agencies • Community engagement involves more than the minimum number of community members as provided for in the Achieving Standard, is inclusive and uses more than the minimum number of documented mechanisms that apply in the Achieving Standard
Advanced Standard:		<p>Advanced Standard is met when:</p> <ul style="list-style-type: none"> • The Strategic Community Plan meets Achieving and Intermediate standards • The Strategic Community Plan connects all of the activities and services that are delivered by the local government with the community's vision, aspirations and objectives • The Strategic Community Plan demonstrates effectiveness in achieving community objectives

Policy Implications:

Nil

Financial Implications:

Advertising cost for Public Notice approximately \$400.

While there are no direct financial implications in relation to this item, failure to meet statutory obligations could affect the Shire's ability to attract future State Government funding.

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 2017 – 2027

PRIORITY	LEADERSHIP	
ASPIRATION	L1	An inclusive community, recognised as a great place to live.
OBJECTIVE	L1.1	Continue to develop a policy framework that embodies the community wishes and guides decision making

Voting Requirement: Absolute Majority

Officer's Recommendation/Council Motion:

OC/22 **That Council adopts the Shire of Katanning Strategic Community Plan 2022 – 2032 as proposed.**

CARRIED/LOST:

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

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at ___ pm.