



Shire of
Katanning
Heart of the Great Southern

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

**MINUTES OF THE
ORDINARY COUNCIL MEETING**

Dear Council Member

Minutes of the Ordinary Council Meeting of the Shire of Katanning held on
Thursday 25 August 2022 in the Shire of Katanning Council Chambers,
52 Austral Terrace, Katanning.

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 6:00pm.

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 Serena Sandwell

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

Gallery:

Media: Sean Van Der Wielen, Great Southern Herald

Apologies:

Leave of Absence: Cr Adrian Edwards

3. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

President Liz Guidera noted that tonight Council have the opportunity to pass the 2022/2023 budget. She said that as always, the power of work that has been undertaken by staff in preparation, presentation and along with Councillors and workshops taken to ensure that we meet our physical responsibilities.

She thanked Executive Manager, Denise Gobbart for her effort she has put into the budget and thanked Councillors for their time. She said that the budget is always a challenge and that Councillors task is to continue to ensure that our community is well serviced and that Council plans for a sustainable future is always at the forefront of their minds.

4. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

5. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

Nil.

6. PUBLIC QUESTION/STATEMENT TIME

Nil.

7. APPLICATIONS FOR LEAVE OF ABSENCE**7.1 Application for Leave of Absence Cr Michelle Salter**

Voting Requirement: Simple Majority

MOVED: CR MATT COLLIS

SECONDED: CR JOHN GOODHEART

OC87/22 That Council grants Cr Michelle Salter leave of absence for the September 2022 Ordinary Council Meeting.

CARRIED: 6/0

8. PETITIONS/DEPUTATIONS/PRESENTATIONS

Denise Gallanagh-Wood, Manager Community Development made a presentation to Council on a proposal to seek sponsorship funding from local businesses for the Katanning Harmony Festival.

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 Ordinary Council Meeting – Thursday 28 July 2022
(SEE ATTACHED MINUTES)

MOVED: CR SERENA SANDWELL

SECONDED: CR KRISTY D'APRILE

Voting Requirement: Simple Majority

OC88/22 That the minutes of the Ordinary Council Meeting held on Thursday 28 July 2022 confirmed as a true record of proceedings.

CARRIED: 6/0

10. REPORTS OF COMMITTEES AND OFFICERS

10.1 EXECUTIVE MANAGER INFRASTRUCTURE AND ASSETS**10.1.1 Application for Approval to Register more than two dogs
(ATTACHMENT)**

File Ref: A1543
Reporting Officer: Cherrie Campbell, Executive Officer Infrastructure & Development
& Steven Ball, WA Contracted Ranger Services
Date Report Prepared: 8 August 2022

Issue:

To consider the application of five dogs to be housed on a property in the Shire of Katanning subject to certain conditions.

Body/Background:

In June of 2022 a complaint was received by the Shire Ranger regarding the resident at 8 Britannia Street Katanning having up to 10 dogs on the property. Upon investigation this allegation was found to be true, with dogs on site over three months old not being registered. The owner was instructed to remove the excess dogs from the property in conjunction with registration. The owner of the dogs, Patrina Gayton then applied for a permit to keep more than 2 dogs on the properties she owns, being 4 and 8 Britannia Street Katanning. An inspection of 8 Britannia Street was conducted by shire rangers, although very unkept the yard is secure for the containment of dogs. Mrs Gayton also stated that other works are in the pipeline to fix the yard and replace the fencing to ensure better containment as a breeder of German Shepherds.

Officer's Comment:

Currently there is no provision in the *Dog Act 1976* allowing a local government to delegate authority to council officers regarding these matters, and all applications must be considered by the Council.

Statutory Environment:

Noted are two properties being subject of this current and proposed use are both classified 'Residential' zone. The existing and proposed use falls under the use class 'animal establishment' which is defined as "***premises used for the breeding, boarding, training or caring of animals for commercial purposes but does not include animal husbandry – intensive or veterinary centre***". There's no doubt regarding the commercial nature of the dog breeding activity being undertaken by the landowners, given all the information provided to the Shire. The use class 'animal establishment' is listed in the Zoning Table as an 'X' use on any land classified 'Residential' zone, which means it is not permitted and cannot be lawfully approved by Council.

Under Section 26 of the *Dog Act 1976*, Subsection (1) states that a local government may, by a local law under this Act-

- (a) *Limit the number of dogs that have reached 3 months of age that can be kept in premises in the local government's district:*

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

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.

Objective To provide a safe place to live, work and play.

Voting Requirement: Simple Majority

Officer's Recommendation/Council Motion:

MOVED: CR KIRSTY D'APRILE

SECONDED: CR JOHN GOODHEART

OC89/22 That Council declines the application to keep more than two dogs at number 4 and number 8 Britannia Street Katanning.

CARRIED: 6/0

Cr Kristy D'Aprile spoke for the motion.

10.2 EXECUTIVE MANAGER CORPORATE AND COMMUNITY

10.2.1 Schedule of Accounts (ATTACHMENTS)

File Ref: FM.FI.4
Reporting Officer: Shenae Watts, Creditors Officer
Date Report Prepared: 8 August 2022
Disclosure of Interest: No Interest to disclose

Issue:

To receive the Schedule of Accounts Paid for the period ending 31 July 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 2022/23	EFT Payments 2022/23	Direct Debits 202/23	Credit Card 2022/23	Payroll 2022/23	Total Payments 2022/23
July	672.95	584,524.53	34,881.30	4,016.22	228,797.92	852,892.92
August						
September						
October						
November						
December						
January						
February						
March						
April						
May						
June						
Total	672.95	584,524.53	34,881.30	4,016.22	228,797.92	852,892.92

Officer's Comment:

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

The Finance Forum held on 11 August 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 2022 - 2032

Focus Area Leadership

Aspiration Katanning is an inclusive and respectful community.

Objective To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

Voting Requirement: Simple Majority.

Officer's Recommendation/Council Motion:

MOVED: CR KRISTY D'APRILE

SECONDED: CR SERENA SANDWELL

OC90/22 That Council endorses the Schedule of Accounts as presented, being cheques 42417 - 42418 totalling \$672.95, EFT payments 34398 – 34552 totalling \$584,524.53, payroll payments totalling \$228,797.92, direct payments totalling \$34,881.30 and credit card payments totalling \$4,016.22 authorised and paid in July 2022.

CARRIED: 6/0

10.2.2 Licence to Access and Occupy Tower Site – Reserve 37809
(ATTACHMENT)

File Ref: A3577
Reporting Officer: Denise Gobbart, Executive Manager Corporate & Community
Date Report Prepared: 16 May 2022
Disclosure of Interest: Nil

Issue:

For Council to consider the 'Licence to Access and Occupy Tower Site – Lot 502 on Deposited Plan 6308, Katanning' between the Shire and FES Ministerial Body.

Body/Background:

On 12 March 2021 Acorpp – Property Consultants advised that the Department of Fire and Emergency Services (DFES) were wanting to formalise an agreement with the Shire for their use of our communication tower on Reserve 37809.

During these negotiations, we discovered that we did not have a power to lease listed on the Management Order (MO). An item was presented to Council 23 September 2021 to amend the MO, the following was resolved:

OC114/21 That Council requests a modification to the Management Orders to include power to Lease or Licence in respect of:

- 1. Reserve 37629 Lot 600 Katanning-Nyabing Road, Ewlyamartup; and**
- 2. Reserve 37809 Lot 502 Braeside Road, Katanning.**

CARRIED 8/0

Documentation was then sent to the Department of Planning, Lands and Heritage seeking the modification to the MO. We were advised 26 July 2022 that this approval had been granted 22 April 2022.

Officer's Comment:

For many years DFES have installed equipment on infrastructure owned by local governments to enable better communication in the event of an emergency. As is the case with our tower site located on Reserve 37809 - lot 502 Braeside Road Katanning.

The licence to access and occupy as presented is for a five (5) year term with two (2) further terms of five (5) years, with the Licence Fee set at \$1.00 per annum. This licence formalises the arrangement that have been in operation for many years.

A request has been submitted to the Department of Planning, Lands and Heritage seeking the required Ministerial approval.

It is recommended that the Licence to Access and Occupy Tower Site – Lot 502 on Deposited Plan 6308, Katanning, be executed.

Statutory Environment:

Local Government Act 1995

9.49A Execution of Documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the CEO, each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the CEO, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

Policy Implications:

There are no policy implications for this report.

Financial Implications:

There are no additional costs associated with the execution of this Licence to Access and Occupy Tower Site. It is a minimal lease fee of \$1 per annum.

Risk Implications:

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

Strategic Implications:

Shire of Katanning Strategic Community Plan 2022 - 2032

Focus Area Leadership

Aspiration Katanning is an inclusive and respectful community.

Objective To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

Officer's Recommendation/Council Motion:**Voting Requirement:** Simple Majority**MOVED: CR JOHN GOODHEART****SECONDED: CR SERENA SANDWELL****OC91/22****That Council:**

- 1. Seeks approval in writing of the Minister for Lands for FES to Access and Occupy the Tower Site; and**
- 2. authorises the Shire President and Chief Executive Officer to affix the common seal to the *'Licence to Access and Occupy Tower Site Lot 502 on Deposited Plan 63082'*, between the Shire of Katanning and FES Ministerial Body.**

CARRIED: 6/0

Cr John Goodheart spoke for the motion.

10.2.3 Adoption of the 2022/2023 Budget **(ATTACHMENTS)**

File Ref: FM.BU.6
Reporting Officer: Denise Gobbart, Executive Manager Corporate & Community
Date Report Prepared: 19 August 2022
Disclosure of Interest: Nil

Issue:

To consider and adopt the Municipal Fund Budget for the 2022/2023 financial year together with supporting schedules, including striking of the municipal fund rates, establishment of new reserve funds, setting of elected members fees for the year and other consequential matters arising from the budget papers.

Body/Background:

The draft 2022/2023 budget has been compiled based on the parameters established in the integrated planning documents including long term financial plan, corporate business plan and strategic community plan.

Council considered the detail within the budget via workshops held in June, July and August 2022.

Officer's Comment:

The budget has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and *Australian Accounting Standards*. The main features of the draft budget include:

Rating:

The draft budget includes a 5.9% increase in rate revenue.

With the Gross Rental Valuations (GRV) the impact will be a direct 5.9% increase as the valuations have not changed.

Landgate completed the annual valuation of Unimproved Valuations (UV) on the 1 August 2021. There was an overall increase in valuations of 15.47%. Comments provided by Landgate are: *The market for broadacre rural properties has continued to improve on the back of low interest rates, relatively good seasonal conditions, and strong commodity prices.*

The impact of the Covid19 pandemic has seen increased interest in rural smallholdings which has taken up excess supply in the market and seen prices improve after decreases in recent years.

Some variations to individual assessments may have occurred either as a product of the valuation process and/or inclusion of updated information such as soil types.

With the increase in valuations the rate in the dollar has been reduced in 2022/2023. With the proposed 5.9% rate increase, this will mean that there will be variations in the rate increase or decrease on each property. These variations range from a 4.61% decrease to a 11.02% increase in rates payable.

Minimum Rates - Fairness and equity are often linked to individual benefit, being the relationship between the level of rates contributed and the benefits returned to the ratepayer. Rates are a tax, not a fee for service and the direct benefit received is unlikely to be equal to the level of the

ratepayer's contributions in all cases. Rates contribute to the general benefit of the community and, as such, it is acknowledged different ratepayers will receive different levels of benefit depending on their location and individual circumstances.

Unrestricted 'public goods' are of benefit to all ratepayers, and often required by legislation to be provided by the local government, such as emergency management, environmental health, building and planning services, roads, pathways and drainage. The existence of such 'public good' services justifies the establishment of a minimum payment.

It is proposed that the minimum rate will increase by 5.89% to \$1,078.

Rates Incentive - Ratepayers who pay all rates outstanding in full within 35 days of the rates notice issued will be in the running to win one of five \$1,000 Katanning Regional Business Association (KRBA) vouchers. An allocation of \$5,000 has been made in the 2022/2023 draft budget for the Rates Incentive Prize.

Salaries and Wages:

The budget for Salaries and Wages has been prepared using a 2.5% wage increase. Some positions have had minor adjustments during the year to assist with the retention of key staff. For staff on minimum wages increases of 5.2% has been allocated. The impact of these increases is estimated to be \$140,000.

There has been no increase in staffing levels provided in the proposed budget. Actual numbers have decreased due to the Ranger, Environmental Health Officer and Finance Manager positions being outsourced with contractors. This has been necessary due to the inability to attract suitably qualified people into these positions. This change has transferred \$257,000 in Salaries to Contracts and Services.

The overall all impact shows Gross Salaries & Wages has reduced by \$103,000.

From 1 July Superannuation Guarantee has increased from 10% to 10.5%, this increase is provided for in the draft budget. This statutory requirement increased superannuation requirements by \$19,500.

Insurance:

Another significant increase of \$39,137 has occurred in insurance premiums. Motor Fleet has remained steady, Property increased \$15,111, Liability has increased \$4,269 and WorkCare has increased \$2,424. In addition to these increases the Scheme Contribution Credit was reduced by \$10,933. This equates to an 8.39% increase in insurance costs.

Total Insurance costs have risen \$110,999 over the past two years.

General Purpose Funding:

The WA Local Government Grants Commission (WALGGC) have advised 2022/2023 funding is as follows:

General Purpose Grant	\$1,859,319	(increase of \$167,156 from 2021/2022)
Local Road Grant	\$ 584,019	(increase of \$25,652 from 2021/2022)

The General Purpose Grant increased by 10.49% and the Local Road Grant increased 4.75%. In addition to these increases there was an adjustment increase of \$117,987 on last year's allocations.

An early payment of the 2022/2023 General Purpose Funding totalling \$1,783,621 was received in April 2022.

Road Funding:

The 2022/2023 road funding sources are as follows:

Grants Commission – Local Roads	\$ 584,019
MRWA – Direct Grant	\$ 140,386
MRWA – Regional Road Group	\$ 446,485
Roads to Recovery	<u>\$ 314,995</u>
	\$1,485,885

It is noted that Regional Road Group funding has \$73,219 carried forward from the 2021/2022 financial year.

Fees & Charges:

The fees and charges are predominately unchanged. There have been minor adjustments to statutory charges. Waste charges are now paid by weight and not cubic meter rates.

New charges have been included for an:

- Application to keep more than two dogs \$55.00
- Rural Road Number Sign with Star Picket \$49.50
- Waste to be land filled contaminated with recyclables (Commercial Operator) \$66.60
- Private Works - Administration Fee 30% of total works cost

Recreation and Culture fees have generally remained the same as last year, to encourage community use of these facilities.

Waste and Cemetery charges have generally increased by 2.5%. Private works charges have generally increased by CPI of 5.1% due to the increased costs to wages and plant. Saleyards yarding, agistment and wash bay fees have comparative to other facilities.

Standpipe water charges have increased generally by 2.5% to reflect the increased cost of water.

Elected Member Attendance Fees, Allowances & Reimbursement of Costs:

The recommendations include the setting of meeting attendance fees and allowances for members. The fees and allowances are proposed to remain at the same levels as last year and to continue the method of paying annual attendance fees; the fee proposed for the President and elected members is \$15,000.

The President's allowance of \$30,000 and the Deputy President's allowance of \$7,500 are in accordance with the Salaries and Allowances Tribunal determination.

A \$1,100 ICT Expenses Allowance is included for each member to provide for costs associated with information and communication technology expenses incurred by members in carrying out their functions on behalf of the Shire.

Annual attendance fees and allowances are to be paid quarterly in arrears; this eliminates the need to recoup funds from an elected member who may resign.

Claims such as travel may be submitted as required.

These fees and allowances are in accordance with sections 5.98, 5.98A, 5.99 and 5.99A of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* and within the determinations for Band 3 as set by the Salaries and Allowances Tribunal 07 April 2022.

It is recommended that Council adopt the balanced draft budget.

Statutory Environment:

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending 30 June on the next year.

Division 5 and 6 of the *Local Government Act 1995* refers to the setting of budgets and the raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2022/2023 budget as presented is considered to meet statutory requirements.

- *Cemeteries Act 1986*
- *Waste Avoidance and Resources Recovery Act 2007*
- *Local Government (Miscellaneous Provisions) Act 1960*
- *Soil and Land Conservation Act 1945*

Policy Implications:

There are no policy implications for this report.

Financial Implications:

The Budget document establishes activities which the Shire will pursue during the 2022/2023 financial year considering the Shire of Katanning's strategic planning documents.

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.

The following Motions were carried en-bloc.

Officer's Recommendation/Council Motion:

Voting Requirement: Absolute Majority

MOVED: CR KRISTY D'APRILE

SECONDED: CR JOHN GOODHEART

OC92/22 PART A – MUNICIPAL FUND BUDGET FOR 2022/2023

That Council, pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopts the Municipal Fund Budget as contained in the attachment for the Shire of Katanning for the 2022/2023 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for that year of (\$6,065,790).
- Statement of Cash Flows on page 3.
- Rate Setting Statement on page 4 showing an amount required to be raised from rates of \$4,672,709.
- Statement of Comprehensive Income by Program on page 25 showing a net result for that year of (\$6,065,790).
- Notes to and Forming Part of the Budget on pages 6 to 30.
- Budget schedules as details in pages 32 to 89.
- Transfers to/from Reserve accounts as detailed on page 22.

CARRIED BY ABSOLUTE MAJORITY: 6/0

Voting Requirement: Absolute Majority

MOVED: CR KRISTY D'APRILE

SECONDED: CR JOHN GOODHEART

OC93/22 PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. That Council, for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, imposes the following general and minimum rates on Gross Rental and Unimproved Values.

General Rates

Gross Rental Value (GRV)	0.111565 cents in the dollar
Unimproved (UV)	0.008667 cents in the dollar

Minimum Rates

Gross Rental Value (GRV)	\$1,078
Unimproved (UV)	\$1,078

2. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64 (2) of the *Local Government (Financial Management) Regulations 1996*, offers a one, two and four instalment payment option, and nominates the following due dates for payment in full or by instalments:

- Full payment and 1st instalment due date 14 October 2022
 - 2nd quarterly instalment due date 14 December 2022
 - 2nd half instalment due date 14 February 2023
 - 3rd quarterly instalment due date 14 February 2023
 - 4th quarterly & final instalment due date 14 April 2023
3. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management Regulations 1996)*, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10.00 for each instalment after the initial instalment is paid.
 4. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management Regulations 1996)*, adopts an interest rate of 5.5% where the owner has elected to pay rates (and service charges) through an instalment option.
 5. That Council, pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management Regulations 1996)*, adopts an interest rate of 7.0% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.
 6. That Council offer ratepayers the chance to win one of five \$1,000 Katanning Regional Business Association vouchers subject to the following terms and conditions:
 - That all rates and charges appearing on the rate notice including arrears are paid in full within 35 days of issue of the rates assessment notice: and
 - Councillors and employees of the Shire of Katanning, state government properties and properties that receive a rates exemption are not eligible to be included in the prize draw.

CARRIED BY ABSOLUTE MAJORITY: 6/0

Voting Requirement: Absolute Majority

MOVED: CR KRISTY D'APRILE

SECONDED: CR JOHN GOODHEART

OC94/22 PART C – GENERAL FEES AND CHARGES FOR 2022/2023

That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges included at pages 90 to 108 inclusive of the draft 2022/2023 budget as attached.

CARRIED BY ABSOLUTE MAJORITY: 6/0

Voting Requirement: Simple Majority

MOVED: CR KRISTY D'APRILE

SECONDED: CR JOHN GOODHEART

OC95/22 PART D – OTHER STATUTORY FEES FOR 2022/2023

1. That Council, pursuant to Part 7 Local Government Planning Charges *Planning and Development Regulations* adopts the Fees and Charges for Planning Services with the Shire of Katanning as included at pages 95 to 97 of the draft 2022/2023 budget as attached.
2. That Council, pursuant to section 53 of the *Cemeteries Act 1986* adopts the Fees and Charges for Cemeteries within the Shire of Katanning as included at page 97 of the draft 2022/2023 budget as attached.
3. That Council, pursuant to section 245A (8) of the *Local Government (Miscellaneous Provision) Act 1960* adopts the swimming pool inspection fee included at page 106 of the draft 2022/2023 budget as attached.
4. That Council, pursuant to section 66 of the *Waste Avoidance and Resources Recovery Act 2007*, adopts the waste rate for the provision of waste services for Katanning.

Waste Rate:

- | | |
|-----------------------------|----------|
| • Unimproved Values (UV) | \$0.0001 |
| • Gross Rental Values (GRV) | \$0.0001 |

Minimum Waste Rate:

- | | |
|-----------------------------|---------|
| • Unimproved Values (UV) | \$34.00 |
| • Gross Rental Values (GRV) | \$34.00 |

5. That Council, pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, adopts the charges for the removal and deposit of domestic and commercial waste as included at page 94 to 95 of the draft 2022/2023 budget as attached.
6. That Council, pursuant to section 25A of the *Soil and Land Conservation Act 1945*, adopts the Soil Conservation Charge of \$35 on each rateable assessment within the Shire of Katanning.

CARRIED: 6/0

Voting Requirement: Absolute Majority

MOVED: CR KRISTY D'APRILE

SECONDED: CR JOHN GOODHEART

OC96/22 PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2022/2023

1. That Council, pursuant to section 5.98 (1)(b) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual attendance fees for elected members:

President	\$15,000
Councillors	\$15,000

2. That Council, pursuant to section 5.99A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual Information & Communication Technology (ICT) expenses allowance for elected members:

ICT Expenses Allowance \$1,100

3. That Council, pursuant to section 5.98A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

President \$30,000

4. That Council, pursuant to section 5.98A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

Deputy President \$7,500

CARRIED BY ABSOLUTE MAJORITY: 6/0

Voting Requirement: Simple Majority

MOVED: CR KRISTY D'APRILE

SECONDED: CR JOHN GOODHEART

OC97/22

PART F – MATERIAL VARIANCE REPORTING FOR 2022/2023

That Council, in accordance with regulation 34 (5) of the *Local Government (Financial Management Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2022/2023 for reporting material variances shall be a percentage of ten (10) or a minimum of \$10,000, whichever is the greater.

CARRIED: 6/0

Cr Kirsty D'Aprile spoke for the motion.

Cr John Goodheart spoke for the motion.

10.3 CHIEF EXECUTIVE OFFICER'S REPORTS

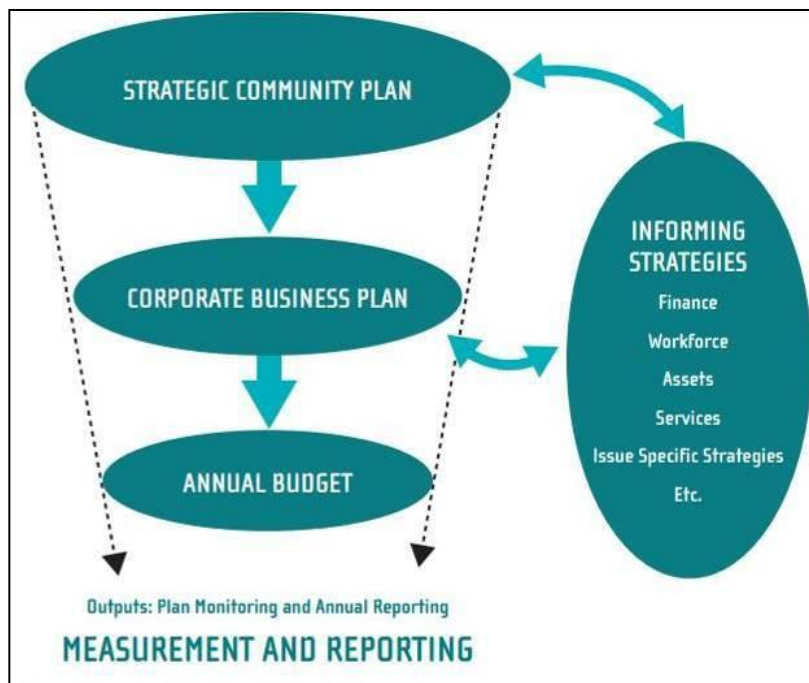
10.3.1 Shire of Katanning Workforce Plan 2022 (ATTACHMENT)

File Ref: CM.PL.1
Reporting Officer: Julian Murphy, Chief Executive Officer
Date Report Prepared: 17 August 2022
Disclosure of Interest: Nil

Issue:
 To consider the Shire of Katanning Workforce Plan 2022.

Body/Background:

Workforce planning is undertaken to ensure that the Shire workforce is able to deliver Council's current and future objectives. The Workforce Plan is a strategic informing document that addresses the requirements of the integrated planning and reporting framework outlined in the Local Government Act 1995.



Integrated Planning and Reporting Process

The Shire of Katanning Workforce Plan 2022 has been developed to support the delivery of the Corporate Business Plan. A copy of the Workforce Plan is attached.

Officer's Comment:

The Workforce Plan includes data collected from staff satisfaction surveys undertaken each year. Staff feedback assists to identify structural and cultural issues which have been addressed and the current plan reflects the existing workforce situation.

The plan will be reviewed on an ongoing basis to ensure that the workforce is able to meet Council's objectives.

Statutory Environment:

Local Government Act 1995, section 5.56 – Planning for the future.

Policy Implications:

Nil

Financial Implications:

The Shire of Katanning Workforce Plan 2022 was developed within current budget and resource provisions.

Risk Implications:

This item has been evaluated against the Shire of Katanning’s Risk Assessment and Acceptance Criteria. The level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

Strategic Implications:

Shire of Katanning Strategic Community Plan 2022 - 2032

Focus Area Leadership

Aspiration Katanning is an inclusive and respectful community.

Objective To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

Voting Requirement: Simple Majority

Officer’s Recommendation/Council Motion:

MOVED: CR KRISTY D’APRILE

SECONDED: CR JOHN GOODHEART

OC98/22 That Council receives the Shire of Katanning Workforce Plan 2022.

CARRIED: 6/0

Cr Kristy D’Aprile spoke for the motion.

Cr John Goodheart spoke for the motion.

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

Nil.

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

Nil.

13. CONFIDENTIAL ITEMS

Nil.

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 6:23pm.