

COUNCIL MEETING

AGENDA



For the Ordinary Meeting of Council to be held on

16 July 2025

Dear Council Member,

The next Ordinary Meeting of the Shire of Cranbrook will be held on Wednesday 16 July 2025 at the Cranbrook Council Chambers commencing at 3.00pm.

A handwritten signature in black ink, appearing to read 'L Gray', with a stylized flourish at the end.

Linda Gray
Chief Executive Officer



PUBLIC QUESTION TIME – RULES AND PROCEDURES

The Shire of Cranbrook provides the public with the opportunity to raise questions (as per Section 5.24 of the Local Government Act 1995), or to make a brief statement on issues of concern at all Ordinary Meetings, Special Meetings and Standing Committee Meetings of Council.

The Local Government (Administration) Regulations 1996 requires that a minimum of 15 minutes is to be provided at the beginning of the meeting for question time (where members of the public wish to ask questions).

Question time is the first item on the agenda and the following procedures apply:

1. A member of the public who raises a question during question time is to state his or her name and address. Questions should be directed to the Shire President (or Chairman at Committee Meetings).
2. A question may be taken on notice by the Council or committee for later response.
3. When a question is taken on notice under sub-clause (2) a response is to be given to the member of the public in writing by the CEO, and a copy is to be included in the agenda of the next meeting of the Council or committee as the case requires.
4. Council encourages input from the public but will not debate any issue with those in attendance at meetings.
5. The President (or Chairman) has the right to determine any address, question or statement made by a member of the public to be out of order if it is considered to be:
 - (i) a personal attack or adverse reflection on the integrity of Elected Members or Employees;
 - (ii) inappropriate behaviour and use of public question time. **Such behaviour will not be permitted or tolerated.**
6. Prevention of Disturbance (refer to Standing Order Local Law clause 8.6)
 - a) Any member of the public addressing the Council or a committee is to extend due courtesy and respect to the Council or committee and the processes under which they operate and must take direction from the person presiding whenever called upon to do so. (Penalty \$1,000)
 - b) No person observing a meeting is to create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means. (Penalty \$1,000)
7. Copies of “Public Question Time – Rules and Procedures” will be distributed at each Council/Committee Meetings where members of the public are in attendance.

Recording Of Proceedings

1. No person is to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council or a committee without the written permission of the Council.
2. Subclause (1) does not apply if the record is taken by or at the direction of the CEO, with the permission of the Council or committee.

DISCLAIMER

This agenda has yet to be dealt with by the Council. The recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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Recording of Meetings

- All Council Meetings are digitally recorded, for audio only, and uploaded to the Shire website following the meeting, except for Confidential Agenda Items (in accordance with Section 5.23(2) of the Local Government Act 1995) which will not be uploaded to the website, in accordance with Reg 14I(10) of the Local Government Administration Regulations 1996.

Defamation – cl 14K *Local Government (Administration) Regulations 1996*

- (1) A local government is not liable to an action for defamation in relation to any of the following done by the local government as required or authorised under this Part —
- (a) publicly broadcasting a meeting;
 - (b) making a recording of a meeting;
 - (c) making a recording of a meeting publicly available;
 - (d) retaining a recording of a meeting or a copy of a recording;
 - (e) providing a copy of a recording of a meeting to the Departmental CEO.

CONTENTS

1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	5
2.	ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE.....	5
2.1	ATTENDANCE.....	5
2.2	APOLOGIES.....	5
2.3	APPROVED LEAVE OF ABSENCE	5
3.	APPLICATIONS FOR LEAVE OF ABSENCE	5
4.	PUBLIC QUESTION TIME	5
4.1	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
4.2	PUBLIC QUESTIONS.....	5
5.	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	5
6.	PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS	5
7.	DISCLOSURE OF INTEREST	5
8.	MATTERS FOR WHICH MEETING MAY BE CLOSED	6
9.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	6
9.1	ORDINARY MEETING – 18 June 2025.....	6
10.	REPORTS OF OFFICERS.....	7
10.1	CORPORATE AND COMMUNITY SERVICES	7
10.1.1	LIST OF PAYMENTS.....	7
10.1.2	MONTHLY FINANCIAL REPORT – JUNE 2025	10
10.1.3	CRANBROOK SPORTING CLUB COMMERCIAL KITCHEN COMPLIANCE REQUIREMENTS	12
10.2	GOVERNANCE AND EXECUTIVE SERVICES.....	15
10.2.1	REVIEW OF THE STRATEGIC COMMUNITY PLAN	15
10.2.2	GREAT SOUTHERN REGIONAL VOLUNTARY ORGANISATION OF COUNCILS	18
10.3	WORKS	21
11.	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	21
12.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING	21
13.	MATTERS BEHIND CLOSED DOORS	21
14.	CLOSURE OF MEETING.....	21

AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President, Cr Pollard as Presiding Member will declare the meeting open at pm.
The Shire President will alert the meeting to the procedures for emergencies including evacuation, designated exits and muster points.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 ATTENDANCE

President
Councillors

Cr G (George) Pollard
Cr JA (Jennifer) Quick
Cr RW (Robert) Johnson
Cr LM (Lee) Casson
Cr P (Peter) Denton
Cr P (Perin) Mulcahy

Chief Executive Officer
Acting Manager of Works
Executive Officer

Ms LA (Linda) Gray
Mrs S (Stevie) Egerton-Warburton
Miss JL (Jo) Scott

Members of the Public

2.2 APOLOGIES

2.3 APPROVED LEAVE OF ABSENCE

Cr Egerton-Warburton has a leave of absence for the 16 July 2025 Ordinary Meeting of Council.

3. APPLICATIONS FOR LEAVE OF ABSENCE

4. PUBLIC QUESTION TIME

4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4.2 PUBLIC QUESTIONS

5. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

7. DISCLOSURE OF INTEREST

8. MATTERS FOR WHICH MEETING MAY BE CLOSED

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 ORDINARY MEETING – 18 June 2025

That the minutes from the Ordinary Meeting of Council held on 18 June 2025, be confirmed as a true and correct record.

10. REPORTS OF OFFICERS

10.1 CORPORATE AND COMMUNITY SERVICES

10.1.1 LIST OF PAYMENTS

RESPONSIBLE OFFICER:	Chelsea Paterson - Acting Manager of Finance
REPORT AUTHOR:	Madeleine Hammond – Finance Officer
FILE REFERENCE:	FM2
APPLICANT:	N/A
DATE OF REPORT:	09/07/2025
ATTACHMENTS:	List of Payments – 1 June 2025 to 30 June 2025

Purpose

The purpose of this report is to advise the Council of payments made during the period 1 June 2025 to 30 June 2025.

Background

Nil

Officer's Comment

Nil

Statutory Environment

Local Government (Financial Management) Regulation 13 and 13A states:

13. List of accounts

(1) If the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing for each account paid since the last such list was prepared:

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

13A. Payments by employees via purchasing cards

(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared — (a) the payee's name;

- (b) the amount of the payment;
- (c) the date of the payment;
- (d) sufficient information to identify the payment.

(2) A list prepared under subregulation (1) must be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

Policy Applicable – Implications

Council Policy 4.8 – ‘Purchasing’, states that:

“The Chief Executive Officer is delegated authority to make payments from the Municipal Fund or the Trust Fund. Each payment from the Municipal Fund or the Trust Fund is to be noted on a list compiled for each month showing:

- a) The payee’s name*
- b) The amount of the payment*
- c) The date of the payment*
- d) Sufficient information to identify the transaction.*

The list referred to above is to be presented to the Council at each ordinary meeting of the Council and is to be recorded in the minutes of the meeting at which it is presented.

It is considered appropriate to delegate this authority to the Chief Executive Officer as the payment of accounts is the final process after debts have been incurred through other processes and systems in place.”

Financial Implications

There are no financial implications for this report.

Risk Implications

The risks associated with matters in this report are:

- Misconduct
- Errors, Omissions and Delays
- Failure of IT and or Communication Systems and Infrastructure
- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Document Management Processes
- Inadequate Supplier/Contract Management

The **impacts** of the risk are: Financial, Non-Compliance and Reputational,

The **consequences** of these risks are considered to be: Major

The **likelihood** is: Rare

Hence the **risk rating** for this report is: Low

Risk mitigation includes the Council having strong financial policies and procedures in place and the requirement to report to the Council on a monthly basis.

Strategic Community Plan Reference

The 2021-2031 Shire of Cranbrook, Strategic Community Plan states that:

Key Pillar: Connect

Outcome 16 – High Performing Shire: An accountable and respected Shire, investing in its people and structures.

Deliverable 16.1: A Shire and supporting entities are well-governed with delineated roles and accountabilities.

Consultation

Consultation was not required for this report.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That the payment of accounts totalling \$1,312,787.07 per the attachment be noted:

- **Electronic Funds Transfers EFT 16619 to EFT 16749 - \$1,116,890.10 including fuel card purchases of \$919.96;**
- **Internal Account Transfers (Payroll) - \$147,464.43;**
- **Cheque 12291 to 12292 - \$362.95 and**
- **Direct Debit - \$48,069.59 including credit card purchases of \$8,206.65.**

10.1.2 MONTHLY FINANCIAL REPORT – JUNE 2025

RESPONSIBLE OFFICER: Chelsea Paterson – Acting Manager of Finance
REPORT AUTHOR: Chelsea Paterson – Acting Manager of Finance
FILE REFERENCE: FM12
APPLICANT: N/A
DATE OF REPORT: 10 July 2025
ATTACHMENTS: Financial Statements for June 2025

Purpose

The purpose of this report is to present the financial position of the Shire of Cranbrook as at 30 June 2025.

Background

The Local Government (Financial Management) Regulations 1996 require a statement of financial activity to be prepared each month and prescribe the contents of that report and accompanying documents. The report is to be presented at an ordinary meeting of the Council within two months after the end of the month to which the report relates.

Officers Comment

In the Local Government (Financial Management) Regulations 1996, part 4, which outlines the monthly financial reporting requirements, has recently been amended with changes effective from 1 July 2023. The statement of financial activity in the monthly report is now required to be structured in the same way as the annual budget and is to be shown according to nature classification. The monthly report must also include a statement of financial position as at the last day of the previous month. These reports must be presented within 2 months after the end of the previous month and be recorded in the minutes of the meeting at which it is presented.

The template for the Monthly Financial Report has been updated to comply with industry standards and all statutory reporting requirements are contained within the report.

The attached June 2025 Monthly Financial Report represents Twelve (12) months of the financial year. The following items are worthy of noting on the June 2025 report:

- Closing surplus position of \$139,648 (shown on page 2).
- Cash and cash equivalents of \$5,590,478 of which \$3,690,229 is held in cash backed reserve accounts (shown on page 10)
- Outstanding rates of \$136,327 equates to 4.3% of the 2024/2025 rates levied and arrears from previous years (shown on page 15); and
- Explanation of material variances is shown by nature on page 6.

Statutory Environment

The Local Government (Financial Management) Regulations 1996 define the requirements for monthly financial reporting (Regulations 34 and 35).

Policy Applicable – Implications

Council Policy 4.1 Defining Material Variances

Financial Implications

The attached report represents the financial position of the Council at the end of the previous month and the adoption of the recommendation below does not have a financial impact.

Risk Implications

The risks associated with matters in this report are:

- Misconduct
- Errors, Omissions and Delays
- Failure of IT and or Communication Systems and Infrastructure
- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Document Management Processes
- Inadequate Supplier/Contract Management

The **impact** of the risk is Financial, Non-Compliance and Reputational

The **consequences** of these risks are considered to be Major

The **likelihood** is Rare

Hence the **risk rating** for this item is Medium

Risk mitigation includes the Council having strong financial policies and procedures in place and the requirement to report to the Council on a monthly basis.

Strategic Community Plan Reference

The 2021-2031 Shire of Cranbrook, Strategic Community Plan states that:

Key Pillar: Connect

Outcome 16 – High Performing Shire: An accountable and respected Shire, investing in its people and structures.

Deliverable 16.1: A Shire and supporting entities are well-governed with delineated roles and accountabilities.

Consultation

Consultation was not required for this report.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION

That the attached Monthly Financial Report (containing the Statement of Financial Activity) for the period ending 30 June 2025 be received.

10.1.3	CRANBROOK SPORTING CLUB COMMERCIAL KITCHEN COMPLIANCE REQUIREMENTS
RESPONSIBLE OFFICER:	Linda Gray – Chief Executive Officer
REPORT AUTHOR:	Jenny Cristinelli – Community Development Manager
FILE REFERENCE:	A131
APPLICANT:	N/A
DATE OF REPORT:	5 June 2025
ATTACHMENTS:	1. Environmental Health Officer – Compliancy Information 2. Refurbishment Detailed Costs

Purpose

The purpose of this report is for the Council to consider allocating funds within the 2025/2026 financial budget to install a compliant commercial kitchen within the Cranbrook Sporting Club, King Street, Cranbrook.

Background

During investigations and compliance reporting conducted by the Shire's Environment Health Officer, all facilities and businesses within the Shire of Cranbrook were inspected, to meet compliancy under the Food Act 2008. The Cranbrook Sporting Club kitchen requires works to be conducted to continue to have the use of the kitchen as a food business.

The Cranbrook Sporting Club were registered as a Food Business on 17 December 2010 and have continue to provide club members and their visitors meals on a weekly basis, along with providing catering requirements for facility hirers and local community events along with hiring the kitchen to professionals.

From the inspection, the Cranbrook Sporting Club kitchen has been well maintained to date but was originally constructed under the old Health (Food Hygiene) Regulations 1993, which have been replaced with the latest Food Act 2008. The difference between the older legislation and the current controls is that the timber cabinets used in the existing kitchen are fixed to the floor which provides harbourage of insects and vermin while being inaccessible for cleaning purposes. The kitchen appliances have outgrown the exhaust canopy as all cooking appliances are required to be placed under the canopy to allow steam and grease to be remove from the kitchen through the exhaust canopy filters. The Food Act 2008 provides for open steel shelving with stainless steel bench tops. Bottom shelves are required to be offset from the floor 150mm to allow cleaning under and behind the benches (allows wall and floor under the benchtops to be visible for cleaning purposes).

Officer's Comment

To meet the requirements of the Food Act 2008, and for the Cranbrook Sporting Club to continue to be officially recognised and operate as a Food Business, with providing meals and catering services to the their members and the wider community, I would recommended that Council consider funds to be budgeted from the Rate Discount Reserve to be placed within the 2025/2026 budget for the upgrades to the Cranbrook Sporting Club kitchen, to be made compliant.

The Shire of Cranbrook's Strategic Community Plan 2021 – 2031, was developed in conjunction with the wider Cranbrook community, identified as part of the key community aspiration *Live, Priority Amenities*, is a strong knowledge base on amenity usage and asset management, and a focused support for aged-care, youth, disabilities facilities and programs. Included with the key

community aspiration *Live*, is *Community*, a safe and friendly community that is well-known for support, which can be defined with a measurement of “proud”.

For the Cranbrook Sporting Club to continue to provide a service, as a not-for-profit organisation within the community a budget for the 2025/2026 financial year would be advantageous. This will assist with the long jeopardy of the Sporting Club by means of financial assistance via their commercial kitchen ventures and ensure that this Shire owned facility is compliant.

A breakdown of the refurbishment costs is attached (Attachment 2).

Statutory Environment

Food Act 2008

Australian & New Zealand Food Standard Codes 3.21, 3.22, 3.23

Food Premises Fit Out Australian Standards

Policy Applicable – Implications

Council Policy 4.2 Financial Strategy

Financial Implications

The total cost of the matter in this report is anticipated to be \$100,000.00 and will need to be funded from the Rate Discount Reserve, to be placed within the 2025/2026 budget.

Risk Implications

The risks associated with matters in this report are:

- Business and Community Disruption
- Errors, Omissions and Delays
- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Supplier/Contract Management

The **impacts** of the risk are: Financial, Service Interruption, Non-Compliance, Property,

The **consequences** of these risks are considered to be: Moderate,

The **likelihood** is: Unlikely

Hence the **risk rating** for this report is: Medium,

Risk mitigation included referencing Australian and other relevant standards.

Strategic Community Plan Reference

The 2021-2031 Shire of Cranbrook, Strategic Community Plan states that:

Key Pillar: Live

Outcome 1 - Community: A safe and friendly community that is well-known for support, which can be defined with a measurement of ‘proud’.

Deliverable 1.1: A community and enterprise safety and security system.

Deliverable 1.2: A culture-enhancement program where all community members are proud of living in and around our region.

Outcome 3 - Health: A well-defined primary and emergency health positioning, focussed attention on mental health and proactive leadership on next-frontier health provisions.

Deliverable 3.1: A well-defined health positioning, formed of strong partnerships, alliances and volunteerism.

Outcome 4 - Priority Amenities: A strong knowledge base on amenity usage and asset management, and a focussed support for aged-care, youth, disabilities facilities and programs.

Deliverable 4.1: A transparent and accessible facility use analysis.

Deliverable 4.2: An ideal service provision for aged-care, youth and people living with a disability.

Outcome 6 – Stimulated Economy: A strong relationship between our business community and the Shire.

Deliverable 6.2: Advanced local regulation which has encouraged start-up or expansion and diversity of local business.

Key Pillar: Visit

Outcome 9 – Experiences: A well-defined and celebrated community activity program for locals and visitors.

Deliverable 9.1: A stimulus into sport and recreation participation.

Outcome 10 – Tourism: A strong positioning as a destination for external visitors.

Deliverable 10.1: A unique, well-known, regarded, accessible and measured tourism destination across the Shire of Cranbrook.

Outcome 16 – High Performing Shire: An accountable and respected Shire, investing in its people and structures.

Deliverable 16.1: A Shire and supporting entities are well-governed with delineated roles and accountabilities.

Consultation

Consultation for this report included:

Jenny Cristinelli, Community Development Manager

Diana Marsh, Manager of Finance

David Hadden – Environment Health Officer

Voting Requirements

Absolute Majority

OFFICER'S RECOMMENDATION

That Council make provision of \$100,000.00 from the Rate Discount Reserve and placed within the 2025/2026 Capital Works Budget to make the Cranbrook Sporting Club, King Street, Cranbrook's commercial kitchen, compliant.

10.2 GOVERNANCE AND EXECUTIVE SERVICES

10.2.1 REVIEW OF THE STRATEGIC COMMUNITY PLAN

RESPONSIBLE OFFICER:	Linda Gray – Chief Executive Officer
REPORT AUTHOR:	Jo Scott – Executive Officer
FILE REFERENCE:	File Number
APPLICANT:	AD3
DATE OF REPORT:	4 June 2025
ATTACHMENTS:	Nil

Purpose

The purpose of this report is for the Council to consider postponing the Councillor workshop and subsequent review of the Shire of Cranbrook's Strategic Community Plan and Corporate Business Plan that will form one document.

Background

At the Ordinary Council Meeting held on 18 June 2025 Council approved the review and amendments to the Strategic Community Plan 2021 – 2031 (SCP) and combine both the SCP and Corporate Business Plan (CBP) into one document. The following formed part of the recommendation approved by Council:

3. Bring back to Council the combined document for approval at the July 2025 Ordinary Council Meeting.

Officer's Comment

The review of the Strategic Community Plan is due this year (2025) and for that reason and because of the general dissatisfaction with the current IPR documents; mainly the Strategic Community Plan and the Corporate Business Plan, consultation for the review commenced in late 2023 with a MARKYT Scorecard completed in 2024. In 2024 and 2025 further consultation with the communities (Cranbrook, Frankland River and Tenterden) were done through surveys and councillor engagement at the Cranbrook and Frankland River Shows. Direction has been strongly sought from Councillors through the CEO's Performance Review and the Key Performance Indicators set, and their own priorities as well as Council's have been included.

Council should consider amending the timeline for the workshop and review of the SCP and CBP, to a date in October 2025 that is yet to be confirmed. This will allow for the allocation of adequate time and resources to ensure a thorough and effective evaluation is done. Rushing the process may lead to incomplete analysis, overlooked risks, and missed opportunities. By postponing the review, the Shire can engage key stakeholders, gather relevant data, and align the assessment with current community needs and internal priorities. This will enhance the decision making quality, strengthen strategic alignment, and increases the likelihood of long term success in target outcomes.

Statutory Environment

Local Government Act 1995 states that:

19.c 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.

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.

[Regulation 19C inserted: Gazette 26 Aug 2011 p. 3483-4.]

Policy Applicable – Implications

There is no Council policy applicable to this report.

Financial Implications

There are no financial implications for this report as the Shire is reviewing the required documents in house.

Risk Implications

The risks associated with matters in this report are:

- Failure to fulfil Statutory, Regulatory or Compliance Requirements

The **impacts** of the risk are: Non-Compliance, Reputational

The **consequences** of these risks are considered to be: Major

The **likelihood** is: Unlikely

Hence the **risk rating** for this report is: Low

Risk mitigation includes referring the matter to Council, and ensuring compliance with the Local Government Act 1995.

Strategic Community Plan Reference

The 2021-2031 Shire of Cranbrook, Strategic Community Plan states that:

Outcome 16 – High Performing Shire: An accountable and respected Shire, investing in its people and structures.

Deliverable 16.1: A Shire and supporting entities are well-governed with delineated roles and accountabilities.

Consultation

Consultation for this report included the Executive Officer and Shire President.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council requests for the Chief Executive Officer to bring the updated and combined Strategic Community Plan and Corporate Business Plan documents back to Council for approval before the end of 2025.

10.2.2	GREAT SOUTHERN REGIONAL VOLUNTARY ORGANISATION OF COUNCILS
RESPONSIBLE OFFICER:	Linda Gray – Chief Executive Officer
REPORT AUTHOR:	Linda Gray – Chief Executive Officer
FILE REFERENCE:	GO22
APPLICANT:	Nil
DATE OF REPORT:	10 July 2025
ATTACHMENTS:	MOU Great Southern Regional Voluntary Organisation of Councils and Strategic Directions

Purpose

The purpose of this report is for the Council to consider the Shire of Cranbrook's membership in the Great Southern Voluntary Regional Organisation of Councils (GSVROC).

Background

Voluntary Regional Organisations of Councils are voluntary groupings of councils in Australia. They represent collaborative partnerships between neighbouring councils to address common issues across a particular region or area.

In 2009, the Shire of Plantagenet formed the Southern Link Voluntary Regional Organisation of Councils (SLVROC) with the Shires of Kojonup, Cranbrook and Broomehill-Tambellup. The purpose of the group was to work together on resource sharing projects that benefited all Councils. The SLVROC was underpinned by a Partnering Agreement signed by all the parties. In 2021, the Shires of Gnowangerup and Katanning were invited to join the group, however, the 2009 Partnering Agreement was never updated to reflect the new membership arrangements. Since 2023, the VROC CEOs have worked together on developing a Strategic Directions document that will help to guide the group's activities into the future.

The key priorities of the plan are:

- Economic viability
- Operational efficiencies
- Climate resilience

The Shires of Kent and Woodanilling were invited to participate as observers to recent meetings of SLVROC.

At the meeting of the SLVROC held in Katanning on 19 May 2025, it was agreed that each of the participating local governments would consider the revised MOU with the following key clauses:

1. Membership would include the following Councils:

Shire of Kojonup	Shire of Cranbrook	Shire of Kojonup	Shire of Plantagenet
Shire of Gnowangerup	Shire of Katanning	Shire of Kent	Shire of Woodanilling

2. The name of the VROC would change to the Great Southern Voluntary Regional Organisation of Councils (GSVROC).

3. Meetings will be held quarterly.

4. The objectives of the GSVROC are to (a) enhance and assist in the advancement of the Region; and (b) encourage co-operation and resource sharing on a regional basis.

5. Each Council will be represented by one voting member (generally the Shire President).

Consideration is being given to employing a part time executive officer; however, this proposal is still being considered by the GSVROC Councils as part of their budget preparations. The cost to each Council is estimated be around \$10,000 each per year. A copy of the MOU and the Strategic Directions documents are attached.

Officer's Comment

It is important that Council maintains strategic alliances with local governments in the region. In the past, the SLVROC has managed to bring considerable funding into the region to fund joint projects to address common issues. It is to be hoped that the GSVROC will continue to do the same.

Statutory Environment

Local Government Act 1995 • Division 4 — Regional local governments and regional subsidiaries.

Policy Applicable – Implications

There is no Council policy applicable to this report.

Financial Implications

There are no financial implications for this report

Risk Implications

The risks associated with matters in this report are:

- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Project/Change Management

The **impacts** of the risk are: People, Non-Compliance, Reputational

The **consequences** of these risks are considered to be: Insignificant,

The **likelihood** is: Unlikely

Hence the **risk rating** for this report is: Low

Risk mitigation includes continuing to aspire to best practice within the Shire of Cranbrook.

Strategic Community Plan Reference

The 2021-2031 Shire of Cranbrook, Strategic Community Plan states that:

Key Pillar: Connect

Outcome 16 – High Performing Shire: An accountable and respected Shire, investing in its people and structures.

Deliverable 16.1: A Shire and supporting entities are well-governed with delineated roles and accountabilities.

Consultation

Consultation for this report included the Shire President, Cr G Pollard.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. **Authorises the Chief Executive Officer to enter into a Memorandum of Understanding (MOU) for the formation of the Great Southern Voluntary Regional Organisation of Councils, with the following local governments that will choose to participate as members:**

Shire of Kojonup	Shire of Cranbrook	Shire of Kojonup	Shire of Plantagenet
Shire of Gnowangerup	Shire of Katanning	Shire of Kent	Shire of Woodanilling

2. **Endorses the Great Southern Voluntary Regional Organisation of Councils Strategic Directions document with the following key priorities:**
 - **Economic viability**
 - **Operational efficiencies**
 - **Climate resilience**

10.3 WORKS

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

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

13. MATTERS BEHIND CLOSED DOORS

14. CLOSURE OF MEETING

There being no further business to discuss, the Shire President, Cr Pollard will declare the meeting closed at pm.