

SHIRE OF KOJONUP

# Kojonup



## AGENDA

### Ordinary Council Meeting

26 July 2022

TO: THE SHIRE PRESIDENT AND COUNCILLORS

NOTICE is hereby given that a meeting of the Council will be held in the Council Chambers, Administration Building, 93 Albany Highway, Kojonup on Tuesday, 26 July 2022 commencing at 3:00pm.

I certify that with respect to all advice, information or recommendation provided to the Council in or with this Agenda:

- i. The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and
- ii. Where any advice is directly given by a person who does not have the required qualifications or experience, that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person.

GRANT THOMPSON  
CHIEF EXECUTIVE OFFICER

22 July 2022

AGENDA FOR THE COUNCIL MEETING TO BE HELD ON 26 JULY 2022

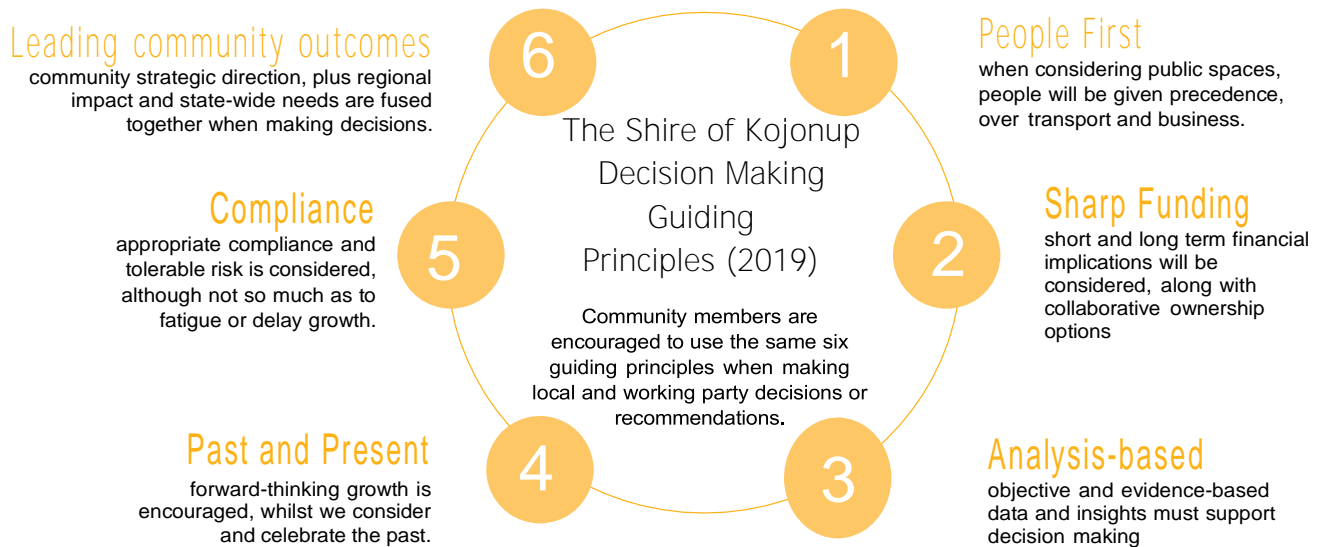
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The Shire of Kojonup has a set of six guiding principles it uses when making decisions. These principles are checked and enhanced every two years in line with the Strategic Community Plan review schedule.



## AGENDA

### 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Shire President shall declare the meeting open at \_\_\_\_ and draw the meeting's attention to the disclaimer below:

#### *Disclaimer*

*No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.*

*The Shire of Kojonup expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the meeting.*

*Where an application for an approval, a license or the like is discussed or determined during the meeting, the Shire warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the Shire.*

#### **Acknowledgement of Country**

*The Shire of Kojonup acknowledges the first nations people of Australia as the Traditional custodians of this land and in particular the Keneang people of the Noongar nation upon whose land we meet.*

*We pay our respect to their Elders past, present and emerging.*

#### **Prayer – Cr Gale**

*Gracious Father, we acknowledge you as our Maker and Judge. We ask for wisdom for our reigning monarch Queen Elizabeth. Grant to her good health and strength in the executing of her duties.*

*We pray for all Ministers and Cabinet members of the Australian Federal and State Government. Grant to them wisdom in the welfare of Australia, so that truth and justice is established for all Australians.*

*Lastly Gracious Father, we pray for ourselves. We ask that you might grant to us the ability to speak with integrity and to work with uncompromising diligence. Grant to us the wisdom to make good decisions, remembering that we are one community. Grant to us the good humour to keep things in perspective in a community that is a diverse population.*

*We ask that we might always be mindful of the safety and welfare of the people of Kojonup. Grant to all who serve on public committees the ability to listen and work together with mutual respect for one another. Bless us with the personal joy of knowing that we have done our best.*

2 **ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

3 **ATTENDANCE**

**COUNCILLORS**

Cr N Radford

Shire President

Cr P Webb

Deputy Shire President

Cr F Webb

Cr Wieringa

Cr Gale

Cr Singh

Cr R Bilney

Cr A Egerton-Warburton

**STAFF**

Grant Thompson

Chief Executive Officer

Heather Marland

Senior Finance Officer

Jenny Clark

Records Administration Officer

Judy Stewart

Senior Administration Officer

3.1 APOLOGIES  
Nil

3.2 APPROVED LEAVE OF ABSENCE  
Nil

4 **DECLARATION OF INTEREST**

9.3.4 – Impartiality – Chief Executive Officer

5 **PUBLIC QUESTION TIME**

Questions may be submitted using the special email address for Council Meeting Public Question Time being [cmpqt@kojonup.wa.gov.au](mailto:cmpqt@kojonup.wa.gov.au)

The Chief Executive Officer will table all correspondence received.

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE  
Not applicable

5.2 PUBLIC QUESTION TIME

6 **CONFIRMATION OF MINUTES**

6.1 COUNCIL MEETING 21 JUNE 2022  
Minutes of the Council Meeting held on 21 June 2022 are at [Attachment 6.1.1](#).

**OFFICER RECOMMENDATION**

That the Minutes of the Council Meeting held on 21 June 2022 be confirmed as a true record.

**7      PRESENTATIONS**

- 7.1      PETITIONS
- 7.2      PRESENTATIONS
- 7.3      DEPUTATIONS
- 7.4      DELEGATES' REPORTS

**8      METHOD OF DEALING WITH AGENDA BUSINESS**

**9      REPORTS**

**9.1    KEY PILLAR 1 – 'PLACE' REPORTS**

9.2 KEY PILLAR 2 – ‘CONNECTED’ REPORTS

9.2.1 NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE (NRMAC) MEETING  
24 JUNE 2022 - MINUTES

<b>AUTHOR</b>	Adele Scarfone – Natural Resource Management/Landcare Officer
<b>DATE</b>	Tuesday, 19 July 2022
<b>FILE NO</b>	EM.MET.1
<b>ATTACHMENT(S)</b>	9.2.1.1 - Unconfirmed NRMAC meeting minutes 24 June 2022

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2018-2022”
Key Pillar	Delivered Activity	Corporate Actions
KP 1 – Place	Partnering, promotion and facilitation of community groups and agencies in their delivery of community services	Nil

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to receive the unconfirmed minutes of the NRMAC meeting held 24 June 2022.

**BACKGROUND**

The NRMAC’s purpose is to advise Council on issues in relation to the Shire of Kojonup’s natural resources and environmental management.

**COMMENT**

The unconfirmed minutes of the NRMAC meeting held 24 June 2022 are attached – please see attachment 9.2.1.1.

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**RISK MANAGEMENT IMPLICATIONS**

Nil

**ASSET MANAGEMENT IMPLICATIONS**

Nil

**SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

That the unconfirmed minutes of the Natural Resource Management Advisory Committee meeting held on 24 June 2022 be received.

9.3 KEY PILLAR 3 – ‘PERFORMANCE’ REPORTS

9.3.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY  
(JUNE 2022)

<b>AUTHOR</b>	Heather Marland – Senior Finance Officer
<b>DATE</b>	Tuesday, 19 July 2022
<b>FILE NO</b>	FM.FNR.2
<b>ATTACHMENT (S)</b>	9.3.1.1 - June 2022 Monthly Financial Statements

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020 – 2024”
Key Pillar	Community Outcomes	Corporate Actions
3 - Performance	3.4 – Be organised and transparent with our financial management.	3.4.1 - Increase regularity of readable financial reporting to the community. 3.4.2 – Act with sound long-term and transparent financial management and deliver residents considered value for money.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to note the Monthly Financial Statements for the period ending 30 June 2022.

**BACKGROUND**

In addition to good governance, the presentation to the Council of monthly financial reports is a statutory requirement, with these to be presented at an ordinary meeting of the Council within two (2) months after the end of the period to which the statements relate.

**COMMENT**

The attached Statement of Financial Activity for the period 1 July 2021 to 30 June 2022 represents twelve (12) months, or 100% of the year.

It is important to note that these financial statements do not represent an end of year audited financial position of the Shire of Kojonup. There remains some balance day adjustments, accrual provisions and other transactions to be completed which may amend the net financial position shown in these statements. The final 2021/2022 figures will be shown in the Annual Report for the Shire.

The following items are worthy of noting:

- 69% of budgeted purchase of plant and equipment
- Operating results:
  - 102% of budgeted operating revenue has been received; and
  - 105% of budgeted operating expenditure spent;



- Capital expenditure achieved 74% of budgeted projects;
- Rates debtors outstanding equate to 7% of total rates raised for 2022/2023; and
- Page 9 & 10 of the statements detail major variations from year to date (amended) budgets in accordance with Council Policy 2.1.6 – concern has been raised regarding the 'Road Maintenance' sub-program over expenditure of 122% of total year budget.

#### **CONSULTATION**

Nil

#### **STATUTORY REQUIREMENTS**

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* sets out the basic information which must be included in the monthly reports to Council.

#### **POLICY IMPLICATIONS**

Council Policy 2.1.6 defines the content of the financial reports.

#### **FINANCIAL IMPLICATIONS**

This item reports on the current financial position of the Shire. The recommendation does not in itself have a financial implication.

#### **RISK MANAGEMENT IMPLICATIONS**

Nil

#### **ASSET MANAGEMENT IMPLICATIONS**

Nil

#### **SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER RECOMMENDATION**

That the monthly financial statements for the period ending 30 June 2022, as attached, be noted.

9.3.2 MONTHLY PAYMENTS LISTING – JUNE 2022

<b>AUTHOR</b>	Vivicka Kahn - Finance and Payroll Officer
<b>DATE</b>	Sunday, 17 July 2022
<b>FILE NO</b>	FM.AUT.1
<b>ATTACHMENT</b>	9.3.2.1 – Monthly Payments Listing 1 to 30 June 2022

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2019-2023”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP3 - Performance	3.4 – Be organised and transparent with our financial management.	3.4.1 - Increase regularity of readable financial reporting to the community. 3.4.2 – Act with sound long-term and transparent financial management and deliver residents considered value for money.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

To receive the list of payments covering the month of June 2022.

**BACKGROUND**

Not applicable

**COMMENT**

The attached list of payments is submitted for receipt by the Council.

Any comments or queries regarding the list of payments is to be directed to the Chief Executive Officer prior to the meeting.

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

The Chief Executive Officer has delegated authority to authorise payments. Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

#### **POLICY IMPLICATIONS**

Council's Policy 2.1.2 provides authorisations and restrictions relative to purchasing commitments.

#### **FINANCIAL IMPLICATIONS**

All payments made in line with Council Policy.

#### **STRATEGIC/CORPORATE IMPLICATIONS**

There are no strategic/corporate implications involved with presentation of the list of payments.

#### **RISK MANAGEMENT IMPLICATIONS**

A control measure to ensure transparency of financial systems and controls regarding creditor payments.

#### **ASSET MANAGEMENT PLAN IMPLICATIONS**

There are no asset management implications for this report.

#### **SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER RECOMMENDATION**

That, in accordance with Regulation 13 (1) of the *Local Government (Financial Management) Regulations 1996*, the list of payments as attached made under delegated authority:

FROM – 1 June 2022		TO – 30 June 2022
Municipal Cheques	14338 - 14341	\$14,838.77
EFTs	30153 - 30404	\$1,371,387.80
Direct Debits		\$393,918.53
Total		\$1,780,145.10

be received.

9.3.3 INFORMATION STATEMENT 2022/2023

<b>AUTHOR</b>	Jenny Clark – Records Administration Officer
<b>DATE</b>	Wednesday, 6 July 2022
<b>FILE NO</b>	IM.FOI.7
<b>ATTACHMENT(S)</b>	9.3.3.1 - Information Statement 2022/2023

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2019-2023”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP3 - Performance	3.2 – Be exceptional in two-way communication within our community, and market our brand outside of our community.	3.2.3 – Develop and implement a formal media two-way communications strategy.  3.2.7 – Develop and adopt a communications strategy.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

To review and consider, prior to annual publishing, the Shire of Kojonup’s Information Statement.

**BACKGROUND**

Section 96(1) of the *Freedom of Information Act 1992* requires each government agency, including local governments, to prepare and publish annually an Information Statement.

Section 94 of the *Freedom of Information Act 1992* states that the Information Statement must set out:

- The Agency’s Mission Statement;
- Details of legislation administered;
- Details of the agency structure;
- Details of decision-making functions;
- Opportunities for public participation in the formulation of policy and performance of agency functions;
- Documents held by the agency; and
- The operation of Freedom of Information (FOI) in the agency.

The 2021/2022 Information Statement was adopted by the Council at its Ordinary Meeting held 27 July 2021.

**COMMENT**

The Shire of Kojonup’s Information Statement 2022/2023 is attached. The document complies with the requirements of the *Freedom of Information Act 1992*, as outlined above.

A copy of the Information Statement will be forwarded to the Information Commissioner as required.

## CONSULTATION

Nil

## STATUTORY REQUIREMENTS

This item is required under the *Freedom of Information Act 1992*. Section 94 states:

94. *Term used: information statement*

*A reference in this Act to an information statement, in relation to an agency, is a reference to a statement that contains—*

- (a) a statement of the structure and functions of the agency;*
- (b) a description of the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;*
- (c) a description of any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the performance of the agency's functions;*
- (d) a description of the kinds of documents that are usually held by the agency including —*
  - i. which kinds of documents can be inspected at the agency under a written law other than this Act (whether or not inspection is subject to a fee or charge); and*
  - ii. which kinds of documents can be purchased; and*
  - iii. which kinds of documents can be obtained free of charge;*
- (e) a description of the agency's arrangements for giving members of the public access to documents mentioned in paragraph (d)(i), (ii) or (iii) including details of library facilities of the agency that are available for use by members of the public;*
- (f) a description of the agency's procedures for giving members of the public access to the documents of the agency under Part 2 including —*
  - i. the designation of the officer or officers to whom initial inquiries as to access to documents can be made; and*
  - ii. the address or addresses at which access applications can be lodged;*
- (g) a description of the agency's procedures for amending personal information in the documents of the agency under Part 3 including —*
  - i. the designation of the officer or officers to whom initial inquiries as to amendment of personal information can be made; and*
  - ii. the address or addresses at which applications for amendment of personal information can be lodged.*

## POLICY IMPLICATIONS

The Information Statement is the Policy for access to information under the *Freedom of Information Act 1992*, and is linked to the Information Management Policy and Recordkeeping Plan RKP2021041.

## FINANCIAL IMPLICATIONS

Nil

**RISK MANAGEMENT IMPLICATIONS**

The review of this document ensures compliance with legislation and is a vital tool in ensuring open and accountable local governance.

**ASSET MANAGEMENT IMPLICATIONS**

Nil

**SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

That the 2022/2023 Information Statement, as attached, be adopted and published in accordance with the *Freedom of Information Act 1992*.

9.3.4 AUTHORISATION OF ELECTED MEMBERS' ATTENDANCE AT THE 2022 WA LOCAL GOVERNMENT CONVENTION AND TRADE EXHIBITION

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Friday, 15 August 2022
FILE NO	CM.POL.2
ATTACHMENT(S)	9.3.4.1 - Policy 3.3 Councillor Induction and Training 9.3.4.2 - 2022 Western Australian Local Government Association (WALGA) Convention and Trade Exhibition Program

STRATEGIC/CORPORATE IMPLICATIONS		
"Smart Possibilities – Kojonup 2027+"		"Smart Implementation – Kojonup 2021 +"
Key Pillar	Community Outcomes	Corporate Actions
KP3 - 3 Performance	3.1 - Be a continually engaged and strategic community which leads and organises throughout the entire stakeholder group.	3.1.3 - Encourage interaction and input to the Shire of Kojonup, particularly through contemporary working party teams.

**DECLARATION OF INTEREST**

The author will be attending the conference and declares an impartiality interest.

**SUMMARY**

To obtain authorisation from Council for the Elected Members to attend the 2022 WALGA Convention and Trade Exhibition to be held on Monday, 3 and Tuesday, 4 October 2022.

**BACKGROUND**

In accordance with Policy 3.3 Councillor Induction and Training, authorisation from Council is required for Elected Members, other than the Shire President and Deputy Shire President, to attend annual WALGA Convention and Trade Exhibitions.

*'All Councillors are encouraged to attend Local Government Week. The Shire President and Deputy Shire President are the Council's nominated delegates to attend the conference and vote on motions on the Council's behalf. **The Council shall be required to authorise attendance by any other Councillor wishing to attend.***

**COMMENT**

Policy 3.3 Councillor Induction and Training encourages Elected Members to attend, the Shire President and Deputy Shire President are the Council's only nominated delegates. All other Elected Members must obtain formal approval to attend the conference and do not have voting rights.

The conference costs (full delegate attending all optional events) are outlined as follows:

A full delegate registration costs	\$1,200
Optional extras include:	
Optional Extras ALGWA AGM and Breakfast (Monday)	\$80
Gala Dinner at Optus Stadium Delegates	\$125
Convention Breakfast	\$95
<b>Total cost</b>	<b>\$1500 pp</b>

Day registration rates are available:

Monday Day Rate	\$600
Tuesday Day Rate	\$900

In addition to the conference registrations, accommodation rates within the Crown Perth complex range from \$170 to \$280 per night depending on where we can reserve accommodation. Elected members who wish to stay for three nights will incur costs of around \$510 to \$840. Marginally cheaper accommodation alternatives are available nearby; however, incidental costs such as taxis will offset any reductions gained and is substantially more inconvenient for networking purposes.

Therefore, the potential cost of a full delegate who wishes to utilise three nights' accommodation could be in the order of \$1500 + \$840 = \$2340 per person.

In deciding who should attend, Council will also need to consider the budget implications. Budget code 1512 Members Conference Expenses has an allocation of \$13,500 which incorporates all required Elected Member training for 2022.

Council should make the judgement on what benefits are created by additional Councillors attending the WALGA Convention and Trade Exhibition.

## **CONSULTATION**

Shire of Kojonup Policy Manual

## **POLICY IMPLICATIONS**

Policy 3.3 – Councillor Induction and Training

## **FINANCIAL IMPLICATIONS**

Budget code 1512 Members Conference Expenses - has an allocation of \$13,500 which, therefore, calculates that not all Elected Members can attend due to the total cost per person.

Based on the total cost per person, 4-5 Councillor Delegates could attend extinguishing the total training budget for Elected Members. The Chief Executive Officer has a separate budget line for the Conference and is not considered in this allocation.



# **RISK MANAGEMENT IMPLICATIONS**

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3. Compliance	Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework. This includes new or proposed regulatory and legislative changes, in addition to the failure to maintain updated internal & public domain legal documentation.	Policies and Procedures	Nil
12. Misconduct	Poor enforcement of policies and procedures	Budget monitoring  Elected Member training	2021/2022 Annual budget allocation.
Risk rating -Moderate			
IMPLICATIONS			
Robust systems and controls, including guidance documents such as Council's Policy Manual, reduce inconsistencies and risks associated with Shire operations. A lack of effective policies and processes can contribute to impulsive decision making (causes of compliance risk).			

## **ASSET MANAGEMENT IMPLICATIONS**

Nil

## **SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

That Council authorises the following Elected Members attendance at the WA Local Government Association Convention and Trade Exhibition to be held on Monday, 3 and Tuesday, 4 October 2022:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**ALTERNATIVE RECOMMENDATION**

That the Shire President and Deputy Shire President, as per Shire Policy, are ratified to attend the WA Local Government Convention and Trade Exhibition to be held on Monday, 3 and Tuesday, 4 October 2022.

9.3.5 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD 12 July 2022

<b>AUTHOR</b>	Heather Marland – Senior Finance Officer
<b>DATE</b>	Monday 18 July 2022
<b>FILE NO</b>	GO.CNM.96
<b>ATTACHMENT(S)</b>	9.3.5.1– Audit and Risk Committee Meeting Minutes – 12 July 2022

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2018-2022”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP 3 - Performance	3.4 – Be organised and transparent with our financial management	3.4.2 – Act with sound long term and transparent financial management and deliver residents considered value for money.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to receive the unconfirmed minutes of the Audit and Risk Committee meeting held 12 July 2022.

**BACKGROUND**

The Audit and Risk Committee is established under Section 71A of the *Local Government Act 1995* ensuring transparency in the Shire’s financial management and decision making process. The Audit and Risk Committee was established with defined terms of reference and a membership consisting of six (6) committee members being four (4) Councillors and two (2) Community Members.

**COMMENT**

This item is solely the Council receiving the minutes of its Audit and Risk Committee meeting held 12 July 2022.

**CONSULTATION**

Nil

**STATUTORY REQUIREMENTS**

Sections 7.1A to 7.1C of the *Local Government Act 1995*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**RISK MANAGEMENT IMPLICATIONS**

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3. Failure to Fulfil Compliance Requirement's	3 <sup>rd</sup> party adverse findings against Shire	Audit and Risk Committee	4 Meetings held per annum
Risk rating: Low			
IMPLICATIONS			
As per s.7.1A of the <i>Local Government Act 1995</i> , a local government is to establish an audit and risk committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.			

**ASSET MANAGEMENT IMPLICATIONS**

Nil

**SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

That the Council receive the minutes from the Audit and Risk Committee meeting held 12 July 2022.

9.3.6 ANNUAL REPORT 2020/2021 AND ANNUAL ELECTORS MEETING

<b>AUTHOR</b>	Heather Marland – Senior Finance Officer
<b>DATE</b>	Monday, 18 July 2022
<b>FILE NO</b>	FM.AUD.2 & FM.FNR.1
<b>ATTACHMENT(S)</b>	9.3.6.1 - Annual Report 2020/2021

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
Key Pillar	Community Outcomes	Corporate Actions
KP – 3 Performance	3.4 – Be organised and transparent with our financial management.	3.4.1 - Increase regularity of readable financial reporting to the community.  3.4.2 – Act with sound long-term and transparent financial management and deliver residents considered value for money.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is to consider the 2020/2021 Annual Report incorporating the audited Annual Financial Statements, and make recommendation to the Council.

**BACKGROUND**

Each local government is to prepare an Annual Report (incorporating the Annual Financial Statements) for each financial year. The report is a record of the Shire of Kojonup’s (Shire) activities for the financial year and is an integral part of the accountability principles established for local governments in Western Australia.

The Audit and Risk Committee considered the Annual Financial Statements and the Auditor’s Management letter at its meeting held 12 July 2022 and resolved:

*‘That it be recommended to the Council that:*

1. a. *The 2020/2021 Annual Financial Report be adopted; and*  
b. *The Chief Executive Officer be requested to forward a copy of this Committee and the Council agenda items to the Minister for Local Government and place them on the Shire website in accordance with Section 7.12A (Duties of local government with respect to audits) of the Local Government Act 1995;*
2. *The information contained within this report relating to the Asset Renewal Funding Ratio be received; and*
3. *The matters raised in the Auditor’s Management Letter be noted and included in the Committee Status Report of future Audit and Risk Committee agendas.’*

The Auditor's Management Letter is provided as additional information to the Committee and Council for transparency and full disclosure.

### COMMENT

The Annual Electors Meeting must be held within 56 days of accepting the Annual Report including the Annual Financial Statements, with appropriate time being allowed after adoption to give notice of the meeting, say 14 days. This effectively means that the Annual Electors Meeting needs to be held between 10 August 2022 and 21 September 2022. In previous years, the Annual Electors Meeting has been held in the evening following the Council Ordinary Meeting so it is, therefore, recommended that the meeting be held on Tuesday, 16 August 2022. It is also proposed to hold the meeting at the Sporting Complex.

The Annual Electors Meeting will be publicised in the Great Southern Herald, on the Shire website and Shire Facebook page as soon as possible after the date is set, and in the next available Kojonup News and Shire E-News.

### Significant Matters Raised:

Contained within the 2020/2021 Audit Report was a matter identified as significant by the Auditor. These matters raised by the Auditor were as follows:

### **The Asset Renewal Funding Ratio was not reported.**

The Asset Renewal Funding Ratio for the year ended 30 June 2021 has not been included in the financial report as required by regulation 50(1)(c) of the *Local Government (Financial Management) Regulations 1996*.

It is recommended that the Shire updates the Asset Management Plan and Long Term Financial Plan as soon as possible in order that the asset funding ratio can be calculated based on verifiable information and reasonable assumptions and included in the financial report.

### CONSULTATION

Auditors – Lincolns Accountants Albany  
Office of the Auditor General  
Manager Corporate and Community Services  
Audit and Risk Committee

### STATUTORY REQUIREMENTS

Section 5.26 to 5.33; 5.53 & 5.54 of the *Local Government Act 1995*  
Regulation 50(1) (c) of the *Local Government (Financial Management) Regulations 1996*  
Section 4 of the *Local Government (COVID-19 Response) Order 2020*

### POLICY IMPLICATIONS

There are no policy implications for this report.

### FINANCIAL IMPLICATIONS

This item reports on the financial position of the Shire as at 30 June 2021. The recommendation does not in itself have a financial implication.

**RISK MANAGEMENT IMPLICATIONS**

Nil

**ASSET MANAGEMENT IMPLICATIONS**

Nil

**SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION/COMMITTEE DECISION**

That :

1. a. The 2020/2021 Annual Report incorporating the Annual Financial Statements be adopted; and  
b. The Chief Executive Officer forward a copy of this Committee and the Council agenda items to the Minister for Local Government and place them on the Shire website in accordance with Section 7.12A (Duties of local government with respect to audits) of the *Local Government Act 1995*;
2. The information contained within this report relating to the Asset Renewal Funding Ratio be received; and
3. The matters raised in the Auditor's Management Letter be noted and included in the Committee Status Report of future Audit and Risk Committee agendas.
4. The Annual Electors Meeting be held on Tuesday, 16 August 2022 at the Kojonup Sporting Complex commencing at 6:00pm.

9.4 KEY PILLAR 4 – ‘PROSPERITY’ REPORT

9.4.1 GREAT SOUTHERN DESIGNATED AREA MIGRATION AGREEMENT (DAMA)

<b>AUTHOR</b>	Grant Thompson – Chief Executive Officer
<b>DATE</b>	Monday, 11 July 2022
<b>FILE NO</b>	GR.FDL.4; CS.PLN.2
<b>ATTACHMENT(S)</b>	9.4.1.1 – Great Southern WALGA Zone DAMA presentation 9.4.1.2 – DAMA Information Paper - as presented to the Great Southern Zone WALGA Meeting 24 June 2022

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2018-2022”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
KP – 3 – Performance	3.2- Be exceptional in two-way communication within our community, and market our brand outside our community.	3.2.5 – Promote the Shire of Kojonup as an opportunistic place to live.
KP 4 - Prosperity	<p>4.1 Be providing business assistance for growth in small local industry.</p> <p>4.2 Have added value to the agricultural sectors to attract new people to the region.</p> <p>4.3 Be attracting support industries and diverse and new business sectors to the region.</p>	<p>4.1.4 Draft a local economic development policy focused to create employment opportunities that attract and retain population in Kojonup.</p> <p>4.2.2 Enable and advocate for new industry to set up in and around Kojonup.</p> <p>4.3.4 Drive population growth through the support of local industry, development of new industry and promotion of Kojonup’s point of difference.</p> <p>4.3.5 Develop a transient and seasonal workforce, and an all-age educational strategy.</p>

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

The purpose of this report is for the Council to consider:

- 1) a commitment to support the establishment of a DAMA that covers all of the 11 local governments in the Great Southern Region; and
- 2) a financial commitment to fund the business case necessary for a DAMA application.



## BACKGROUND

Council originally considered the formation of a DAMA at its 18 May 2021 Ordinary Meeting and resolved as follows:

*‘That Council does further explore the formation of a regional Designated Area Migration Agreement by referring the matter to the Southern Link VROC and WALGA Great Southern Zone for consideration.’*

The reason for the above resolution was to ascertain receptiveness of a regional and sub-regional approach.

The Western Australian Local Government Association Great Southern zone (WALGA GS) has since formally considered the above proposition at its 24 June 2022 meeting and resolved as follows:

*‘That the Great Southern Country Zone of WALGA supports the concept of the Designated Area Migration Agreement (DAMA) as follows:*

- 1. The Great Southern Country Local Governments are to report back to the Zone Executive Officer by Wednesday, 17 August 2022 as to their interest in joining the DAMA.*
- 2. The Great Southern Country Zone acknowledge the Regional Development Australia office will act as the Designated Area Representative (DAR), and*
- 3. The Great Southern Country Zone acknowledges that funding will be required from each Local Government.’*

## COMMENT

A Designated Area Migration Agreement (DAMA) is a labour agreement allowing businesses/employers to sponsor skilled and semi-skilled overseas workers to fill labour shortages in specific areas that cannot be filled with Australian workers.

Establishment of a Great Southern Region DAMA has both in-principle support and financial commitment from Regional Development Australia (RDA) and the Great Southern Development Commission (GSDC).

A regional Designated Area Migration Agreement (DAMA) is a formal agreement between the Australian Government and a regional, state or territory authority. Operating under an agreement-based framework, a DAMA provides access to more overseas workers than standard skilled migration programs (Temporary Skills Shortage (TSS) 482 visa or Regional 494 visa) by allowing variations to standard occupations and skills lists.

Establishing a DAMA in the region requires the support of various stakeholder groups as well as an in-depth analysis of relevant employment markets with verified evidence to support the application. Once established, a DAMA is reviewed annually and may be varied yearly.

A DAMA is a two-tier framework covering a defined regional area. The framework is:

- first tier - an overarching five-year head agreement with the region's representative (e.g. Regional Development Australia Great Southern). A region representative is called the Designated Area Representative (DAR).
- second tier - DAMA labour agreements with businesses/employers under the head agreement for the region.

Under the framework the DAR forms the first tier and negotiates a DAMA on behalf of businesses/employers within its region. Negotiations provide the most significant benefit of a DAMA and encompass standard occupations, including skill lists and any concessions that may be appropriate to a specific occupation. Examples of negotiated concessions include an extension of the age criteria, relaxation of English skills requirements or modification to the skills and experiences required. The result is flexibility for regions to respond to their unique economic and labour market conditions.

The framework's second tier formalises the individual DAMA labour agreement. A business/employer applies for a DAMA Labour Agreement to the DAR. The business/employer must first demonstrate via Labour Market Testing (LMT) that it cannot employ suitable Australian employees. (A LMT is a business case presented to a DAR and the Department of Immigration that provides solid evidence and includes advertising on the Australian Government's Jobactive website and other search methods).

If an application satisfies the DAMA's terms and conditions, and is supported, the DAR provides endorsement of the application through an approval letter. Once endorsed, applications are then subject to assessment by the Department of Home Affairs and Minister of Immigration, Citizenship and Multicultural Affairs.

If an occupation is unavailable under the standard visa programme, or the DAMA program, a business may negotiate its own Labour Agreement with the Minister, separate from a regional DAMA. Negotiations are based on a labour market survey that demonstrates the reason why a previously unlisted occupation has been applied for.

It is noted most regional businesses do not have the capacity to individually negotiate a Labour Agreement due to lack of capacity, expense and time constraints. A regional DAMA would provide a more attractive option to support business owners in the Great Southern.

### **Benefits of a DAMA**

A DAMA could provide a community with economic benefits through population growth and increased output.

The key value opportunity is that immigrant workers cannot move from the area of their DAMA, but can move between businesses within that area. Effectively migrant workers are secured to the region.

Another benefit of a DAMA is that the semi-skilled occupations that are in shortage in the particular region could be available under a DAMA, while they are not available under the standard visa program. Some examples of such occupations are truck drivers, wait staff, bar attendants, drillers, driller assistants, earthmoving/mobile plant operators and horticultural workers such as process and field workers.

## **DAMA concessions**

### English Language Concession:

The English language test scores required under a DAMA can be lower than under the standard visa program making it easier for the applicant's visa to be processed. This is especially the case where a person is generally a good English communicator but perhaps not able to meet the requirements of a stringent English test for a visa.

### Temporary Skilled Migration Income Threshold (TSMIT) Concession:

The TSMIT value is set by legislation to ensure that migrant workers can financially support themselves in Australia and acknowledges the additional costs temporary residents incur, such as health care and education costs. The current value of the TSMIT is \$53,900, excluding superannuation.

When calculating whether the salary paid by an employer meets the TSMIT, annual earnings may consist of the base salary plus guaranteed earnings such as housing, company car, and guaranteed overtime where this is an industry standard. If an employer intends to include these guaranteed earnings to meet TSMIT requirements, they must be valued and written into the agreed employment contract.

The use of concessions must not undermine relevant industrial awards, nor market salary rates for an equivalent Australian employee in the same location.

### Skills Concession:

Every occupation requires an assessment of education, qualifications and employment experience to determine comparability against the assessment standards of a DAMA.

### Permanent Residency requirements:

Upon an approval of the subclass 482 visa, there may be a pathway to permanent residency, subject to satisfying the criteria and availability, through the subclass 186 scheme Employer Nominated Scheme Visa.

### Age Concession:

To transition into permanent residency, every applicant must meet the age criteria, being under the age of 45.

## **DAMA requirements**

Advice from the office of Rick Wilson, Federal Member for O'Connor, states that a request for a DAMA must contain, as a minimum, the following:

1. a letter of endorsement from the relevant stakeholders;
2. a Designated Area Representative (DAR), endorsed by stakeholders, who can manage the request to establish an agreement;
3. a business case if any additional concessions are being requested to the minimum requirements outlined for a company specific labour agreement;
4. an explanation of how the DAR proposes to support employers and facilitate the integration of overseas workers in their local communities (for example – provision of information on workplace rights and sponsorship obligations; basic services in the local

area such as health; emergency and educational services; community activities such as sporting groups and religious services; engagement of a multicultural officer);

5. supporting documentation, which may include:
  - a. profit and loss statements;
  - b. other applicable financial statements; and
  - c. relevant supporting information.

An example of a region in Western Australia currently covered by a DAMA, since 21 March 2019, is the Goldfields region. The City of Kalgoorlie-Boulder is the DAR and represents other regional and nearby shires.

The Goldfields region aimed to secure permanent labour so as to avoid constantly retraining employees, such as backpackers. The Pilbara region had also applied for a DAMA before the Goldfields was secured; however, they were unsuccessful in their application due to not being able demonstrate eligibility.

It is important to note the Goldfields DAMA is an employer-sponsored visa programme providing the framework for employers in its designated area to sponsor skilled and semiskilled workers under visa subclasses 482, 494, and 186. This is the same model proposed by the Great Southern region.

The process of becoming a DAMA took the City of Kalgoorlie-Boulder 12 months, once the application was submitted. A financial consultancy business was engaged to undertake their business case, which can take between 3 and 6 months to establish.

From a human resource perspective, the City of Kalgoorlie-Boulder provided a 0.5 FTE (full time equivalent) staff member to liaise with the consultant throughout the formation of the business case.

In addition, the following on-going human resource tasks, required as the DAR, include:

1. dealing with an approximate average of 1 to 2 business applications per month. A charge of \$250 is levied for each nomination for endorsement. This includes Statutory Declarations and ensures businesses are financially viable and stable.
2. answering queries from prospective businesses, which can be very time consuming.
3. seeking guidance from a team within the Department of Immigration.
4. undertaking of an Annual Report for the Department and Minister.
5. negotiation of ongoing Terms and Conditions of the DAMA.
6. surveys and analysis of the regional labour market.
7. monthly meetings with a Department of Immigration representative to discuss the DAMA programme. Note: The Department also liaises with businesses directly.

Other points of note, gained through research with external organisations, include:

1. a subclass 491 visa, for highly skilled and desired occupations, requires nomination by the State Government, or an eligible family member and doesn't require a sponsor. This type of visa cannot be included in a DAMA;
2. the City of Kalgoorlie-Boulder has a population of approximately 30,000;

3. the more local government authorities involved, the better the chance of securing a DAMA; and
4. a larger organisation, such as a Regional Development Authority is best positioned to take on the role of regional representative (DAR) and offers the application a stronger opportunity for success, indicating collaboration between communities.

Creating a DAMA is an extensive process, particularly for the lead organisation (DAR) involved in the application and consultancy phase. Furthermore, there are significant resources required to manage ongoing applications which require liaison with the Department of Immigration for the five-year term.

This type of project requires the support of many stakeholders including regional Local Governments, Chambers of Commerce, Regional Development Australia (RDA), Development Commissions, and members of parliament. All stakeholders must endorse the organisation that is capable and willing to accept the responsibility of being a Designated Area Representative.

Regional Development Australia (RDA) Great Southern have offered to act as the Designated Area Representative (DAR) which will meet this ongoing administrative requirement.

### **Alternative Visa Options to DAMA**

#### Pacific Labour Mobility Scheme

This Scheme enables citizens of partner countries to take up low-skilled and semi-skilled work opportunities in all sectors in rural and regional Australia for up to 3 years. Partner countries include: Fiji, Kiribati, Nauru, Papua New Guinea, Samoa, Solomon Islands, Timor-Leste, Tonga, Tuvalu and Vanuatu.

#### Seasonal worker Program (Agriculture and Accommodation)

This Scheme enables citizens of partner countries to take up unskilled and low-skilled work opportunities in the Australian agriculture and accommodation sectors in selected rural and regional locations of Australia for up to 9 months. Partner Countries: Fiji, Kiribati, Nauru, Papua New Guinea, Samoa, Solomon Islands, Timor-Leste, Tonga, Tuvalu and Vanuatu.

#### Industry Labour Agreement

Labour agreements enable approved businesses to sponsor skilled overseas workers when there is a demonstrated need that cannot be met in the Australian labour market and where standard temporary or permanent visa programs are not available. Industry labour agreements are for a specific industry with fixed terms and conditions. The industry is required to show ongoing labour shortage and extensive consultation within the industry. Various approved industry labour agreements include dairy, aquaculture, fishing, meat and livestock, advertising, hospitality, labour-hire and religion.

#### Standard Business Sponsorship -482 (For highly Skilled Occupations)

This temporary visa lets an employer sponsor a suitably skilled worker to fill a position for which they are unable to find a suitably skilled Australian. Based on the occupation, this visa is generally granted for 2-4 years.

The level of unemployment in the Shire of Kojonup (Shire) has remained relatively stable since late 2017. These low unemployment rates indicate the available pool of employees for Shire of Kojonup businesses is extremely low and is ultimately leading to business disruption.

On the basis of the current employment conditions the author believes the development of a Great Southern regional DAMA offers part of a solution for those businesses who are currently experiencing under-employment. While it is unlikely a regional DAMA will be the panacea for all businesses, it could provide an avenue to assist larger businesses with the capacity to invest in the program.

While a DAMA could produce potential employees, it must also be understood that housing considerations must be taken into account. While housing availability is easing, it is still a significant consideration, and is likely to continue for another 12-24 months, where employers will need to address this consideration in the development of their business case when preparing their DAMA applications.

On the basis of the relatively low cost, matched against the potential to provide businesses with increased access to new labour markets, the author recommends the Shire signal its intent to participate at the next WALGA Great Southern Country Zone meeting on 26 August 2022 in Katanning.

Whilst the intent is for the entire Great Southern zone to be included in the DAMA prescribed area, this can only be guaranteed if each of the 11 local governments agree in-principle and support the business case with a level of funding considered commensurate with their population and financial circumstances.

#### **CONSULTATION**

WALGA GS local governments - Albany, Broomehill-Tambellup, Cranbrook, Denmark, Gnowangerup, Jerramungup, Katanning, Kent, Kojonup, Plantagenet, Woodanilling  
Natasha Monks, CEO, Great Southern Development Commission

#### **STATUTORY REQUIREMENTS**

*Migration Act 1958*

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

As outlined in Table 1 below, a proposed funding model identifies the relative cost proposed by all stakeholders in the development of a DAMA in the Great Southern. It is expected that between \$80,000 to \$100,000 is required to develop the business case in order to be successful. This includes the cost of a consultant to conduct a survey of regional employers, research and provide statistics, and to identify any occupations that may fit the criteria for inclusion in a DAMA application. The direct costs of the consultant are estimated to be circa \$60,000 to \$80,000, with the balance required for project contingencies.

It is noted that a designated team member resource is required to liaise with the consultant. In the case of Kalgoorlie-Boulder, it was estimated that a staff member to the value of 0.5 FTE basis was required for the purpose of establishing their DAMA. Following the successful DAMA application, a further 0.5 FTE investment with ongoing tasks has been required.

RDA Great Southern has indicated that it is prepared to fund the ongoing 0.5 FTE employee costs relating to the DAR for the proposed five-year period. On this basis each local government in the Great Southern is only required to fund the upfront business case. Each employer that makes application in the Great Southern will fund the ongoing administration costs of the DAR. There may also be a proportion of the application fees over the five-year period that recoups some or all of the original local government investment. This will be determined if the Great Southern zone local governments make a commitment to the business case and DAMA application. RDA Great Southern will lead this process and report back to the zone.

Table 1. Proposed Funding Model

		Estimated Population	Contribution based on Population	Adjusted Contribution
	<b>Total Funds</b>		<b>\$ 111,803</b>	<b>\$ 100,000</b>
	<b>Organisation</b>			
1	GSDC		\$ 10,000	\$ 10,000
2	RDA		\$ 10,000	10,000
	<b>LGA's</b>	<b>\$ 1.50</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
		<b>Per head of pop</b>		
3	City of Albany	38,000	\$ 57,000	\$ 40,000
4	Shire of Denmark	6422	\$ 9,633	\$ 8,000
5	Shire of Plantagenet	5079	\$ 7,619	\$ 8,000
6	Shire of Katanning	4200	\$ 6,300	\$ 7,000
7	Shire of Kojonup	1985	\$ 2,978	\$ 5,000
8	Shire of Gnowangerup	1215	\$ 1,823	\$ 2,500
9	Shire of Broomehill-Tambellup	1144	\$ 1,716	\$ 2,500
10	Shire of Jerramungup	1109	\$ 1,664	\$ 2,500
11	Shire of Cranbrook	1089	\$ 1,634	\$ 2,500
12	Shire of Kent	550	\$ 825	\$ 1,000
13	Shire of Woodanilling	409	\$ 614	\$ 1,000
		<b>61,202</b>	<b>\$ 91,803</b>	<b>\$ 80,000</b>

It should be recognised that if a local government withdraws itself from the DAMA process, the financial contribution from the remaining local governments may increase accordingly to cover the development of the Business Case.

## RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
2. Business Disruption	Economic Factors	Maintain regular communications with agencies and support services  Business Continuity Framework (Policy, Procedures, Plans)	Nil
Risk rating – Adequate			
IMPLICATIONS			
Some reputational risk is associated with this proposal should it eventuate that a Business Case doesn't result in a successful outcome (loss of financial contribution value).			
A successful outcome, resulting in the establishment of a DAMA and subsequent intake of workers into Great Southern communities where shortages are evidenced, has the potential to positively impact the local economy by way of increasing population and local business custom whilst filling employment voids and would justify the initial outlay and positively impact reputation.			

## ASSET MANAGEMENT IMPLICATIONS

Nil

## SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Simple Majority

## OFFICER RECOMMENDATION

That Council:

1. Supports the development of a Great Southern Designated Area Migration Agreement; and
2. Requests the Chief Executive Officer (CEO) to advise the West Australian Local Government Great Southern Country Zone Meeting, by 17 August 2022, of the Shire of Kojonup's intent to participate, subject to:
  - a. Regional Development Australia Great Southern undertaking the role of the Designated Area Representative; and
  - b. A contribution of up to \$10,000 be confirmed as the Shire of Kojonup's contribution with the CEO authorised to commit funding up to this amount.



9.5      KEY PILLAR 5 – ‘DIGITAL’ REPORTS

10      APPLICATIONS FOR LEAVE OF ABSENCE

11      MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12      QUESTIONS FROM MEMBERS WITHOUT NOTICE

13      NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

14      MEETING CLOSED TO THE PUBLIC

14.1      MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.2      PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

15      CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at \_\_\_\_\_ pm.

16 ATTACHMENTS (SEPARATE)

Item 6.1	6.1.1	Minutes of the Council Meeting held on 21 June 2022
Item 9.2.1	9.2.1.1	Unconfirmed NRMAC Meeting Minutes 24 June 2022
Item 9.3.1	9.3.1.1	June 2022 Monthly Financial Statements
Item 9.3.2	9.3.2.1	Monthly Payments Listing 1 to 30 June 2022
Item 9.3.3	9.3.3.1	Information Statement 2022/2023
Item 9.3.4	9.3.4.1 9.3.4.2	Policy 3.3 Councillor Induction and Training 2022 WALGA Convention and Trade Exhibition Program
Item 9.3.5	9.3.5.1	Audit and Risk Committee meeting minutes – 12 July 2022
Item 9.3.6	9.3.6.1	Annual Report 2020/2021
Item 9.4.1	9.4.1.1 9.4.1.2	Great Southern WALGA Zone DAMA presentation DAMA Information Paper - as presented to the Great Southern Zone WALGA Meeting 24 June 2022

SHIRE OF KOJONUP

# Kojonup



## MINUTES

Ordinary Council Meeting

21 JUNE 2022

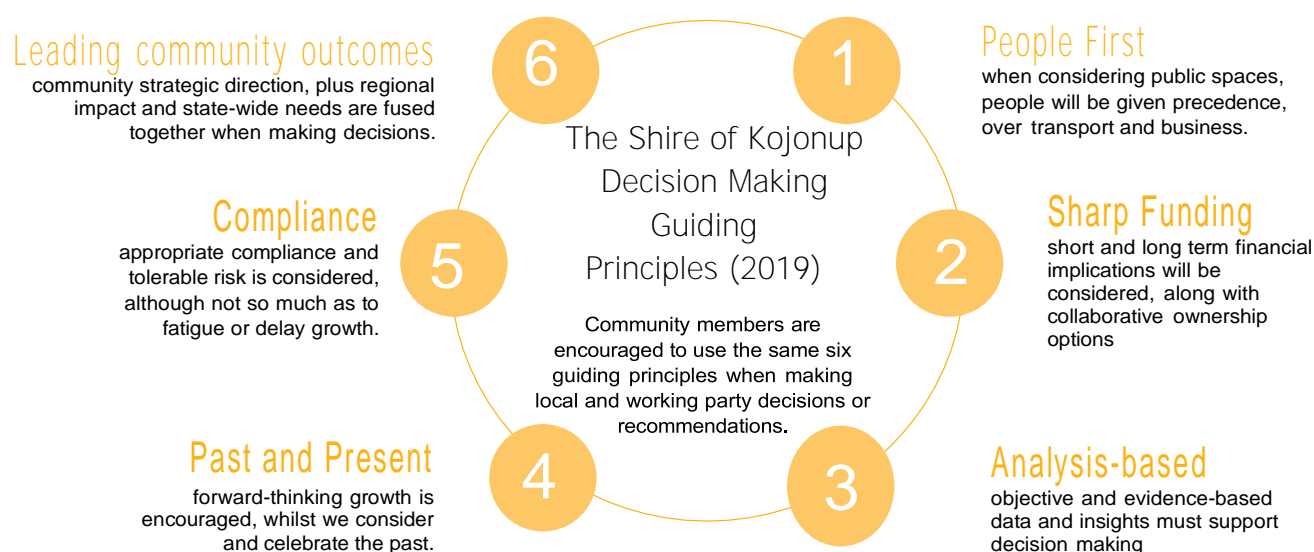
MINUTES OF THE COUNCIL MEETING HELD ON 21 JUNE 2022

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The Shire of Kojonup has a set of six guiding principles it uses when making decisions. These principles are checked and enhanced every two years in line with the Strategic Community Plan review schedule.



## MINUTES

### 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Shire President declared the meeting open at 3.00pm and drew the meeting's attention to the disclaimer below:

#### *Disclaimer*

*No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.*

*The Shire of Kojonup expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the meeting.*

*Where an application for an approval, a license or the like is discussed or determined during the meeting, the Shire warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the Shire.*

#### **Acknowledgement of Country**

*The Shire of Kojonup acknowledges the first nations people of Australia as the Traditional custodians of this land and in particular the Keneang people of the Noongar nation upon whose land we meet.*

*We pay our respect to their Elders past, present and emerging.*

#### **Prayer – Cr Gale**

*Gracious Father, we acknowledge you as our Maker and Judge. We ask for wisdom for our reigning monarch Queen Elizabeth. Grant to her good health and strength in the executing of her duties.*

*We pray for all Ministers and Cabinet members of the Australian Federal and State Government. Grant to them wisdom in the welfare of Australia, so that truth and justice is established for all Australians.*

*Lastly Gracious Father, we pray for ourselves. We ask that you might grant to us the ability to speak with integrity and to work with uncompromising diligence. Grant to us the wisdom to make good decisions, remembering that we are one community. Grant to us the good humour to keep things in perspective in a community that is a diverse population.*

*We ask that we might always be mindful of the safety and welfare of the people of Kojonup. Grant to all who serve on public committees the ability to listen and work together with mutual respect for one another. Bless us with the personal joy of knowing that we have done our best.*

**2     ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

Nil

**3     ATTENDANCE**

**COUNCILLORS**

Cr N Radford

Shire President

Cr P Webb

Deputy Shire President

Cr F Webb

Cr Wieringa

Cr Gale

Cr Singh

Cr R Bilney

Cr A Egerton-Warburton

**STAFF**

Grant Thompson

Chief Executive Officer

Robert Jehu

Manager Regulatory Services

Jill Watkin

Manager The Kodja Place and Tourism Marketing

Judy Stewart

Senior Administration Officer

**MEMBERS OF THE PUBLIC**

Cathy Wright

Wendy Thorn

Robert Greef (3.07pm)

**3.1     APOLOGIES**

Nil

**3.2     APPROVED LEAVE OF ABSENCE**

Nil

**4     DECLARATION OF INTEREST**

Nil

**5     PUBLIC QUESTION TIME**

**5.1     RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Not applicable

**5.2     PUBLIC QUESTION TIME**

Nil

**6     CONFIRMATION OF MINUTES**

**6.1     COUNCIL MEETING 17 MAY 2022**

Minutes of the Council Meeting held on 17 May 2022 are at [Attachment 6.1.1.](#)



**OFFICER RECOMMENDATION/COUNCIL DECISION**

47/22 Moved Cr Gale

Seconded Cr Singh

That the Minutes of the Council Meeting held on 17 May 2022 be confirmed as a true record.

CARRIED 8/0

**7      PRESENTATIONS**

**7.1      PETITIONS**

Nil

**7.2      PRESENTATIONS**

Nil

**7.3      DEPUTATIONS**

Nil

**7.4      DELEGATES' REPORTS**

Nil

**8      METHOD OF DEALING WITH AGENDA BUSINESS**

There were nil changes to the order of the meeting.

**9      REPORTS**

## 9.1 KEY PILLAR 1 – ‘PLACE’ REPORTS

### 9.1.1 HARRISON PLACE AMENITIES UPGRADE – COSTING AND SCOPE CHANGE UPDATE

<b>AUTHOR</b>	Robert Jehu - Manager Regulatory Services
<b>DATE</b>	Friday, 17 June 2022
<b>FILE NO</b>	CP.DAC.3
<b>ATTACHMENT(S)</b>	<p>9.1.1.1 - Original quote supplied by Southwest Civil</p> <p>9.1.1.2 - Amended quote supplied by Southwest Civil</p> <p>9.1.1.3 - Original drawings – marked up</p> <p>9.1.1.4 - Paving quote supplied by Southwest Civil</p> <p>9.1.1.5 - Original architectural drawings showing 1 brick</p> <p>9.1.1.6 - Updated Civil Drawings showing 4 bricks</p>

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020-2024”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
1 - Place	1.2 – Be a happy, healthy, connected and inclusive community driven by the provision of high standard sport, recreation and open space facilities and programs.	1.2.3 – Provide community infrastructure that attracts outsourced or privately run facilities and programs.

### DECLARATION OF INTEREST

Nil

### SUMMARY

The purpose of this report is for Council to receive advice of scope changes resulting in material cost increases for the Harrison Place amenities project.

### BACKGROUND

At its 14 July 2021 Ordinary Meeting, Council resolved, in its 2021/2022 annual budget, to build new Harrison Place amenities for an amount of \$627,387.

The original project was segregated into separate work phases utilising different contractors for each phase of the works. The phases were compartmentalised to manage the mutually independent work streams required by different contractors.

The four phases included:

1. Civil Works and foundation brick work
2. Prefabricated toilet block, plumbing and electricals
3. Roof and Mural
4. Landscaping

An architect firm was duly appointed as the project manager. The architects had difficulty sourcing contractors to undertake this project from the outset as can be seen by their Requests for Quotes (RFQ) - please see table below. Southwest Civil was the only organisation to quote on Phase 1 - Civil Works and foundation brick work.

Through the Request for Quotation (RFQ) process, Southwest Civil was the successful respondent and was contracted to undertake Phase 1, inclusive of bricklaying and design. The original quoted amount was \$173,962.30 and was raised via purchase order number 25656.

Attached are the original architectural drawings (Attachment 9.1.1.5) and quote from Southwest Civil (Attachment 9.1.1.1). Southwest Civil's original quote was based on the attached drawings printed on 30 July 2021 and received soon thereafter.

**Table 1.0** Initial Request for Quote responses from Contractors - *Phase 1 - Civil Works and foundation brick work.*

Civil Works:	
SW Civil - Darrell Scott, Kojonup	Yes, Please see attached
Kojonup Light Civil	No, too busy
AD Contractors, Albany	No, but send through anyway. We have not received a reply.
Palmer Earthmoving, Albany	No, out of their scope & too busy
Healeys, Mt Barker	No, too far away. Only work in Mt. Barker
Albany Industrial Services	No, too busy

Variations and scope changes from the original quote included:

- 1 The foundations in the updated Engineering Drawings (ED) were twice as wide as in Original Drawings (OD) resulting in additional excavation work.
- 2 The walls in the OD are one brick wide. In effect, the final design and scope provided to Southwest Civil directly by the architects, required a base of four brick construction.
- 3 The walls in the ED are bolstered. The levels to top of foundation in the OD are mostly to -1400 mm. When Southwest Civil took levels on site, many of the walls had to be -1950 mm which meant an additional two extra blocks. The number of blocks required for the change was more than three times the original specification.
- 4 Subsoil drain supplier changed resulting in lower price.
- 5 Original price based on standard cement. Specified materials in ED more expensive.
- 6 Universal Accessible Toilet and Store slabs - no longer required.
- 7 OD had original stairs with concrete slab only, remainder was in timber by another contractor. ED included these in blocks and cement.
- 8 Handrails for stairs in OD were in timber by other contractor. ED included these in metal.
- 9 Line marking slightly different.
- 10 Lower level of paving originally not included in scope of work.
- 11 Concrete was found under the ground that had to be removed and was not in the original engineering report; the site was not a green field site as originally thought.
- 12 Storage shed changes required foundations to be extended to manage the load base.

### **COMMENT**

The alterations to the scope resulted in a material cost increase for Southwest Civil who were required to amend their original quote.

The new updated quote by Southwest Civil is based on the engineering drawings provided by the architect on 3 November 2021. A change to the engineering specifications is evident; the contractor is not liable for material scope changes.

Officers received an updated costing (quote) from Southwest Civil on 31 January 2022. At this time the Shire terminated its relationship with the Project Manager (architect) and took the project management of the job back in house.

The final updated quote provided by Southwest Civil to complete the required work, with scope changes, increased to \$272,962.03 after negotiations with the Shire; a copy of this quote is attached to this item (Attachment 9.1.1.2).

Southwest Civil also provided a quote for an amount of \$29,711.00 for the completion of the paving works associated with additional landscaping which would have been requested in Phase 4 of the project. This is the only quote that the Shire was able to obtain for this task due to limited contractor availability in the district. A copy of this quote is attached to this item (Attachment 9.1.1.4). The total amount expected to be paid to Southwest Civil for the completion of this project will now be \$302,673.03.

Due to the scarcity of contractors, the fact that Southwest Civil had already been contracted and along with time constraints on the project regarding grant acquittals, an operational decision was made that Southwest Civil should continue with the task to complete the project. Southwest Civil has genuinely been the only source of supply for limestone blocks on this project in the past 12 months as can be seen by the RFQ process.

### **Key Learnings**

Ideally, scope and cost changes should have been formally tabled with the Council earlier in the process for decision on fiscal and scope management. Decisions that were made at the onset of this project should have been reviewed on a regular basis for any scope or cost creep. This was not the case. Regular project meetings with the Project Manager should have been scheduled on a regular basis and will be in future projects.

A Project Management Framework needs to be implemented across the Shire for all projects. The Chief Executive Officer will create and implement an effective Project Management structure for all future projects. This is currently in the budget awaiting approval.

Project updates and reporting are now in place for controlling all aspects of projects. Any future jobs or projects that are close to the threshold should be placed out for tender, as per the Shire's procurement policy and regulations, to cater for contingency scope and cost creep.

Project management contracts should have clearer Key Performance Indicators for performance and accountability related to cost and scope creep including Council being informed of all material changes and variances.

## CONSULTATION

Chief Executive Officer (CEO)  
Council Briefing discussions

## STATUTORY REQUIREMENTS

Nil

## POLICY IMPLICATIONS

2.1.2 - Purchasing & Creditor Control

A new Framework and procedures for Project Management are required.

## FINANCIAL IMPLICATIONS

At this stage, it is forecast that the total cost of the project will be circa \$690,000. While Phase 1 costs have increased due to the scope change, other savings throughout Phases 2, 3 and 4 have been identified for a net cost increase of approximately \$80,000.

Any expenditure outside of the current approved budget will be firmed up prior to, and considered by Council, through the 2022/2023 budget process.

## RISK IMPLICATIONS

MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
13 - Supplier and Contract Management	Inadequate contract management practices	Regular monitoring of delivery of contracts	Nil
13 - Supplier and Contract Management	Ineffective monitoring of deliverables	Ongoing reviews of supplier/contractor contract arrangements	Nil
<i>Risk rating – Adequate</i>			
IMPLICATIONS			
An adequate Project Management Framework needs to be implemented to mitigate the risk of future non-compliance.			

## ASSET MANAGEMENT IMPLICATIONS

Ideally, the completion of the Harrison Place project should not be impacted.

## VOTING REQUIREMENTS

Simple majority

## OFFICER RECOMMENDATION/COUNCIL DECISION

48/22 Moved Cr Singh

Seconded Cr Wieringa

That Council approves the scope changes for Phase 1 of the Harrison Place amenities project, as attached, and considers the associated cost increase of approximately \$80,000 in its 2022/2023 budget process.

CARRIED 8/0

### 9.1.2. KODJA PLACE ROSE MAZE SCHEMATIC DESIGN

<b>AUTHOR</b>	Jill Watkin - Manager The Kodja Place and Tourism Marketing
<b>DATE</b>	Friday, 17 June 2022
<b>FILE NO</b>	CP.DAC.9
<b>ATTACHMENT(S)</b>	9.1.2.1 - Realm Studios - Kodja Place Schematic Design to create new entrance into the Rose Maze 9.1.2.2 - Drainage diagram

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020 – 2024”
<b>Key Pillar</b>	<b>Community Outcomes</b>	<b>Corporate Actions</b>
1 - Place	1.1 Will maximise our ‘One Community’ programme through specific events, celebration of the built form and enhancement of our environment.	1.1 Develop and grow an annual calendar of events where community and visitors celebrate diversity, history & place. 1.2 Celebrate the significance of cultural, social, and built heritage including local indigenous and multicultural groups. 1.3 Grow The Kodja Place to become an iconic WA attraction.

### DECLARATION OF INTEREST

Nil

### SUMMARY

The purpose of this report is for Council to consider the initial Kodja Place Rose Maze Schematic Design (Plan) to attract additional visitors into the Rose Maze from both The Kodja Place Precinct and eventually from Apex Park.

### BACKGROUND

At a Briefing Session held on 3 May 2022, Councillors discussed that a plan be produced to illustrate the potential entrance changes from The Kodja Place courtyard into the Rose Maze as part of an overarching long term plan to later include an entrance from Apex Park via the Broomehill-Kojonup Road. Councillors requested that any plan produced should maintain the integrity of the existing Rose Maze.

### COMMENT

The initial phase to which this Plan refers will open the line of sight from The Kodja Place Precinct, gallery and shop, and facilitate the opportunity to hold larger events in the heart of the Rose Maze, attracting more footfall and additional revenue for The Kodja Place Precinct.

This initial Schematic Plan maintains the integrity of the Rose Maze as it currently exists.

### **CONSULTATION**

Various Community Members  
Kodja Place Community Fund Inc (KPCF)  
Realm Studios  
Councillors  
Chief Executive Officer

### **STATUTORY REQUIREMENTS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

The initial concept plan (\$3,100), designed by Realm Studios, will be funded from underspent funds in Chart of Account 8364 - Tour Guide Expenses.

The implementation of the design (Attachment 9.1.2.1) is expected to cost approximately \$6,000. KPCF is providing this funding through a combination of volunteer time and expense. If an entrance from the Kojonup-Broomehill Road goes ahead in the future, this will be the Shire of Kojonup's (Shire) responsibility.

Shire officers are looking at grant funding possibilities to cover or contribute to the cost of the final overall plan for the Rose Maze. The future overall plan for the rose maze is envisaged to cost in the vicinity of \$10,000 and will need to be considered in a future budgetary process along with grant co-funding. Other road works in the area and any future grant funding for the Kodja Place Master Plan may assist future development of the Rose Maze.

Volunteers will carry out the necessary renovations and members of the community will be asked to purchase the six (6) trees required with KPCF responsible for funding hard-landscaping.

The creation of the new entrance from The Kodja Place courtyard would provide the opportunity for increased revenue streams by enhancing direct access for events to be held in the heart of the Rose Maze without damaging its overall integrity.

## RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
10 - Management of Facilities, Venues and Events	Inadequate staff/volunteer training; Lack of PPE equipment.	Safe Work Practices Volunteer Induction; Provision of PPE	Prior to volunteer work commencing induction to safe work practices; Will provide relevant PPE.
<i>Risk rating – Adequate/Adequate</i>			
IMPLICATIONS			
Identifying future expenses and matters associated with this project prior to its inception (such as event management requirements, ongoing maintenance/other whole of life considerations, and stakeholder consultation) lessens the likelihood of reputational and financial risk associated with not taking these matters into consideration from the beginning.			

## ASSET MANAGEMENT IMPLICATIONS

Nil

## SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Simple Majority

## OFFICER RECOMMENDATION/COUNCIL DECISION

49/22 Moved Cr Singh

Seconded Cr Wieringa

That Council approves the Schematic Concept Plan and Design from Realm Studios, as attached, for an additional entrance to the Rose Maze, at The Kodja Place precinct, to enable Kodja Place Community Fund Inc volunteers to complete the works required, at no cost to Council.

CARRIED 8/0

*Robert Greef entered the meeting at 3.07pm.*



## 9.2 KEY PILLAR 2 – ‘CONNECTED’ REPORTS

### 9.2.1 CAT LOCAL LAW 2022 ADOPTION

AUTHOR	Stephanie Swain – Senior Ranger
DATE	Tuesday, 1 June 2022
FILE NO	LE. LCL.1
ATTACHMENT(S)	<p>9.2.1.1 - Proposed Cat Local Law 2022</p> <p>9.2.1.2 - s. 79 - Cat Act 2011</p> <p>9.2.1.3 - Email correspondence from Steven Elliott, Senior Legislation Officer, Department of Local Government, Sport and Cultural Industries (Department)</p> <p>9.2.1.4 - Joint Standing Committee on Delegated Legislation Report (JSCDL) - Cat Local Law review for Shire of Dardanup</p> <p>9.2.1.5 - Email correspondence from Steven Elliott, Senior Legislation Officer, Department, outlining advice on changes being unlikely to be significant</p>

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020-2024”
Key Pillar	Community Outcomes	Corporate Actions
2 - Connected	2.3 – Be providing for a safe and secure environment by working with State and Federal authorities.	2.3.2 – Support appropriate initiatives to improve safety and reduce crime (N2.4.2).

### DECLARATION OF INTEREST

Nil

### SUMMARY

The purpose of this report is to consider the adoption of the Shire of Kojonup Cat Local Law 2022 (Local Law).

### BACKGROUND

At its 14 December 2021 Ordinary Meeting, Council resolved to propose the Cat Local Law 2022:

*‘That the following local laws be endorsed for proposal, as presented, and advertised for public comment in accordance with s. 3.12 (3) of the Local Government Act 1995 prior to them being brought back to Council for consideration of submissions or amendments, if any, and subsequent adoption:*

- *Parking Local Law 2022*

*Purpose: To enable better parking practices and to remedy parking anomalies in the Shire of Kojonup.*

*Effect: Effective and consistent parking practices within the Shire of Kojonup.*

- *Cat Local Law 2022*

*Purpose: To address the impounding of cats, requirements and limitations on the keeping of cats, and the requirements of approved kennel establishments within the Shire of Kojonup.*

*Effect: To provide for consistent and effective management of the cat population within the Shire of Kojonup.'*

## COMMENT

The required advertising for public comment has been undertaken. Nil responses were received from the community. As required, the proposed Local Law was also presented to the Department for comment. On 9 May 2022, the Department responded and provided feedback on areas that required amendment, as follows:

1. *Definition of nuisance*

*The Cat Act 2011 currently uses the term “nuisance”. As the term is not formally defined, the term is given to have the meaning given to it in common law.*

*While the Act allows local governments to make local laws about cats causing nuisance, it is uncertain whether the Act allows local governments to redefine “nuisance” to have a meaning other than what it currently has for the purposes of the Act.*

*The definition of nuisance in the Shire’s local law appears to be broader than the normal meaning of nuisance and seems to include things that would not necessarily constitute a nuisance in common law (e.g. urination on private property, or behaving “contrary to the interests of the community”).*

*It is suggested that the definition for nuisance be deleted or changed to “has the same meaning as it has in the Act”.*

2. *Banning cats from public areas*

*The Parliament’s Delegated Legislation Committee has formed the view that while the Cat Act permits local laws that prohibit cats absolutely from specified areas, it does not contemplate local laws that:*

- *ban cats from all public areas;*
- *place conditions on when a cat may be permitted in a public area; or*
- *attempts to restrict all cats in the district to their owner’s premises, either explicitly or by creating restrictions which roaming cats are unlikely to comply with.*

*A copy of the Committee’s reasons are attached to this email.*

*It is suggested that clause 3.8 and clause 5.1 be deleted along with the corresponding modified penalties. If it they are retained, it is likely the Committee will request an undertaking that the clause be removed.*

3. *Cat prohibited areas*

*The Act allows local laws to specify an area where cats are prohibited absolutely. In the past, local laws have generally implemented this power by listing specific lots or reserves.*

*Clause 5.2 appears to prohibit cats from all nature reserves and all enclosed public spaces. It is possible that the Committee may view this as too broad and an attempt to ban cats from public areas.*

4. *Clause 3.4 – Permit not required in certain cases*

*Clause 3.3(d) provides that a permit is needed to breed cats.*

*Clause 3.4 provides that a permit under clause 3.3 is not required in certain situations, such as when there are two or less cats on the premises.*

*When read together, these clauses may confuse cat breeders and lead to them believe that in certain situations, they won't require approval to breed cats. This would be incorrect, since section 37 of the Cat Act provides that all cat breeders require local government approval without exception.*

*The Shire may wish to reword these clauses to avoid confusion. Alternatively, if clause 3.4 was not intended to apply to clause 3.3(d), the Shire may wish to revise the clause to ensure the wording matches the Shire's intentions.'*

The Department also provided the Shire with a report that was produced by the JSCDL. The JSCDL had conducted a review on a Cat Local Law proposed by the Shire of Dardanup, whom also used the same local law the Shire of Kojonup had proposed. The JSCDL report outlined a lot of the above recommendations made by the Department and is attached to this item for information (Attachment 9.2.1.4).

All the amendments suggested by the Department have been undertaken. Further correspondence received by the Department, when questioned if the proposed Local Law required re-advertising due to the changes, gained the following response:

*'Ultimately, the Parliament's delegated legislation committee determines whether a local law has become "significantly different" to what was proposed.*

*As a general guide, the Department follows the rules that:*

- The correction of typos/errors are unlikely to be significant;*
- The removal of potentially invalid clauses is unlikely to be significant.*
- Any change which impacts legal rights, responsibilities or liabilities will very likely be significant.*

*The majority of the Department's comments related to the removal of potentially invalid clauses and minor drafting issues. As such, my view is that they are unlikely to be significant. However, as mentioned this will be for the Committee to decide.'*

A copy of this email has been attached (Attachment 9.2.1.5).

## CONSULTATION

Steven Elliott – Senior Legislation Officer - DLGSCI

## STATUTORY REQUIREMENTS

The Shire has the ability to create a local law under s.3.5 and s.3.10 of the *Local Government Act 1995* and to create a Cat Local Law under s.79 of the *Cat Act 2011* (Attachment 9.2.1.2).

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Advertising costs are associated with the advertising of local laws and their gazettal for which there is provision within the budget at Chart of Account 1922 - Advertising.

RISK MANAGEMENT IMPLICATIONS			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3. Failure to Fulfil Compliance Requirements (Statutory/Regulatory)	Inadequate compliance framework	Nil; however, governance calendar reminder system is in place	Nil
<i>Risk rating – Adequate</i>			
IMPLICATIONS			
Maximising compliance with legislation mitigates risk of damage to image and reputation as well as penalties associated with non-compliance; compliance demonstrates that best practice methodology is in place.			

## ASSET MANAGEMENT IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Absolute Majority

## OFFICER RECOMMENDATION/COUNCIL DECISION

50/22 Moved Cr Gale

Seconded Cr Singh

That the Shire of Kojonup Cat Local Law 2022, inclusive of the Department of Local Government, Sport and Cultural Industries' suggested amendments (as attached), be adopted:

**Purpose:** To address the impounding of cats, requirements and limitations on the keeping of cats, the requirements of approved kennel establishments and the establishment of cat prohibited areas within the Shire of Kojonup.

**Effect:** To provide for consistent and effective management of the cat population within the Shire of Kojonup.

CARRIED BY ABSOLUTE MAJORITY 8/0

## 9.2.2 PARKING LOCAL LAW 2022 ADOPTION

AUTHOR	Stephanie Swain – Senior Ranger
DATE	Friday, 27 May 2022
FILE NO	LE. LCL.1
ATTACHMENT(S)	<p>9.2.2.1 - Proposed Parking Local Law 2022</p> <p>9.2.2.2 - s. 3.5 and s. 3.10 - <i>Local Government Act 1995</i></p> <p>9.2.2.3 - Email correspondence from Steven Elliott, Senior Legislation Officer, Department of Local Government, Sport and Cultural Industries (Department)</p> <p>9.2.2.4 - Email correspondence from Steven Elliott, Senior Legislation Officer, Department, outlining advice on changes being unlikely to be significant</p>

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020-2024”
Key Pillar	Community Outcomes	Corporate Actions
2 - Connected	2.3 – Be providing for a safe and secure environment by working with State and Federal authorities.	2.3.2 – Support appropriate initiatives to improve safety and reduce crime (N2.4.2).

## DECLARATION OF INTEREST

Nil

## SUMMARY

The purpose of this report is to consider the adoption of the Shire of Kojonup Parking Local Law 2022 (Local Law).

## BACKGROUND

At its 14 December 2021 Ordinary Meeting, Council resolved to propose the Shire of Kojonup Parking Local Law 2022:

*‘That the following local laws be endorsed for proposal, as presented, and advertised for public comment in accordance with s. 3.12 (3) of the Local Government Act 1995 prior to them being brought back to Council for consideration of submissions or amendments, if any, and subsequent adoption:*

- *Parking Local Law 2022*

*Purpose: To enable better parking practices and to remedy parking anomalies in the Shire of Kojonup.*

*Effect: Effective and consistent parking practices within the Shire of Kojonup.*

- *Cat Local Law 2022*

*Purpose: To address the impounding of cats, requirements and limitations on the keeping of cats, and the requirements of approved kennel establishments within the Shire of Kojonup.*

*Effect: To provide for consistent and effective management of the cat population within the Shire of Kojonup.'*

## COMMENT

The required advertising for public comment has been undertaken. Nil responses were received from the community. As required, the proposed Local Law was also presented to the Department for comment. On 9 May, 2022, the Department responded and provided feedback on areas that required amendment, as follows:

### 1. *Definition of taxi*

*The Department is aware that recent amendments have occurred to taxi legislation.*

*Several definitions in the Shire's local law refer to taxi legislation and the Shire should ensure that these definitions are still suitable for the Shire's purposes.*

### 2. *Clause 2.1 – Signage*

*In previous years, the Delegated Legislation Committee has expressed concerns about clauses which allow a local government to change parking rules by resolution.*

*The Committee's primary concern is that rules might be changed without adequate signage, resulting in the public breaching parking rules they were not aware of.*

*While clause 2.1 of the Shire's local law states that the Shire can regulate an area by signs, the word "may" would indicate the use of signage is discretionary. It is suggested that clause 2.1 include an additional subclause as follows:*

*(2) Where the local government makes a resolution under this clause, it shall erect signs to give effect to the determination or resolution.*

*While the Shire has a similar subclause in clause 5.2, this only applies to timed parking rather than the local law in general. As such, it might be insufficient to alleviate the committee's concerns.*

### 3. *Infringement notices – Clause 7.5*

*Recently, the Government made amendments to the infringement notices prescribed in the Regulations to ensure the wording was consistent with the current version of the Fines, Penalties and Infringement Notices Enforcement Act 1994.*

*It appears that the template form included in the local law's schedule is using an old form of wording. It is suggested that the wording be updated. Alternatively, clause 7.5 could be amended so it only refers to the template in the Regulations.*

### 4. *Clause 4.5 – Event parking*

*Clause 4.5 provides that the local government can impose special parking rules in relation to special events.*

*The Committee has expressed concerns regarding clauses as it could potentially be used to change parking rules without direct authorization of council.*

*It is suggested that the phrase “Subject to clause 2.1” be added to the beginning of clause 4.5(1) so that it is clear that the council still has to make resolutions in relation to this power.*

All the amendments suggested by the Department have been undertaken. Further correspondence received by the Department when questioned if the proposed Local Law required re-advertising due to the changes, gained the following response:

*‘Ultimately, the Parliament’s delegated legislation committee determines whether a local law has become “significantly different” to what was proposed.*

*As a general guide, the Department follows the rules that:*

- The correction of typos/errors are unlikely to be significant;*
- The removal of potentially invalid clauses is unlikely to be significant.*
- Any change which impacts legal rights, responsibilities or liabilities will very likely be significant.*

*The majority of the Department’s comments related to the removal of potentially invalid clauses and minor drafting issues. As such, my view is that they are unlikely to be significant. However, as mentioned this will be for the Committee to decide.’*

A copy of the above mentioned email has been attached (Attachment 9.2.2.4).

## **CONSULTATION**

Steven Elliott – Senior Legislation Officer - Department of Local Government, Sport and Cultural Industries

## **STATUTORY REQUIREMENTS**

The Shire has the ability to create a local law under s.3.5 and s.3.10 of the *Local Government Act 1995*.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Advertising costs are associated with the advertising of local laws and their gazettal for which there is provision within the budget at Chart of Account 1922 - Advertising.

#### RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3. Failure to Fulfil Compliance Requirements (Statutory/Regulatory)	Inadequate compliance framework	Nil; however, governance calendar reminder system is in place	Nil
<i>Risk rating – Adequate</i>			
IMPLICATIONS			
Maximising compliance with legislation mitigates risk of damage to image and reputation as well as penalties associated with non-compliance; compliance demonstrates that best practice methodology is in place.			

#### ASSET MANAGEMENT IMPLICATIONS

Nil

#### VOTING REQUIREMENTS

Absolute Majority

#### OFFICER RECOMMENDATION/COUNCIL DECISION

51/22 Moved Cr Gale

Seconded Cr F Webb

That the Shire of Kojonup Parking Local Law 2022, inclusive of the Department of Local Government, Sport and Cultural Industries suggested amendments (as attached), be adopted:

**Purpose:** To enable better parking practices and to remedy parking anomalies in the Shire of Kojonup.

**Effect:** Effective and consistent parking practices within the Shire of Kojonup.

**CARRIED BY ABSOLUTE MAJORITY 8/0**

*Cathy Wright and Wendy Thorn left the meeting at 3.09pm.*

*The Manager Kodja Place and Tourism Marketing left the meeting at 3.10pm.*



### 9.2.3 BUSH FIRE COMMUNICATIONS

<b>AUTHOR</b>	Grant Thompson – Chief Executive Officer
<b>DATE</b>	Thursday, 16 June 2022
<b>FILE NO</b>	ES.CIR.2/ES.COM.1
<b>ATTACHMENT(S)</b>	<p>9.2.3.1 - Email - outcome from meeting with DFES March 2022</p> <p>9.2.3.2 - Consulting Great Southern – Shire of Kojonup Communications Tower Study (V1.6) August 2021 (Kojonup Tower Study)</p> <p>9.2.3.3 - Radio Shadow Map – Current Samson Road Site</p> <p>9.2.3.4 - Radio Shadow Map – Jingalup/Balgarp Road site</p> <p>9.2.3.5 - DFES Internal Memorandum - Kojonup WAERN Coverage Review 2020</p>

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020-2024”
Key Pillar	Community Outcomes	Corporate Actions
2 - Connected	2.3 – Be providing for a safe and secure environment by working with State and Federal authorities.	2.3.1 - Maximise community safety through safe urban design and advocate for enhanced emergency service provisions.
5 - Digital	5.4 – Have used technology to become a smart, safe, collaborative and informed region	<p>5.4.1 - Enable and advocate for public access to National Broadband Network for all residents.</p> <p>5.4.6 - Technology provisions to ensure all residents have instant access to innovative health provisions.</p>

### DECLARATION OF INTEREST

Nil

### SUMMARY

For Council to consider and receive the Kojonup Tower Study previously commissioned by Council and, in light of Department of Fire and Emergency Services (DFES) declining a co-funding arrangement, agree a pathway to progress the construction of a new bushfire radio communications tower.

### BACKGROUND

Council, at its 5 November 2019 Special Meeting, resolved as follows:

*“That Council defer a decision on the Communications Tower replacement until the CEO has undertaken the following actions:*

1. *Ascertain DFES Capital funding criteria in respect of the Local Government Grant Scheme (LGGS) for the construction of a new Communications Tower which has the ability to accommodate the Shire of Kojonup’s Radio Communications Network including but not limited to:*

- a) *The Shire's Mid-Band radio network;*
- b) *The WA Emergency Radio Network;*
- c) *The Shire's Works and Services department radio network;*
- d) *CB radio;*
- e) *Community FM Radio; and*
- f) *Internet;*
2. *Cost to erect a new Communications Tower and associated radio network at the Jingalup Site situated at Jingalup/Balgarup Road given the improved coverage achieved from Shadow Testing undertaken by DFES Communications;*
3. *Land tenure requirements given Jingalup site is currently a road reserve;*
4. *New tower design considerations such as height, structural integrity especially if utilising the tower on offer from WAPOL;*
5. *Costs to relocate the Muradup Shed which permits all weather protection for new batteries and installation of new solar panels to the Jingalup site;*
6. *Costs for security fencing, improved road access to the new tower and costs of shifting/replacing the WAERN system or installation of new aerials to the Jingalup site;*
7. *Costs of dismantling and/or selling the Samson Road Tower and rehabilitating the site;*
8. *Advice to be sourced from DFES Communications as required;*
9. *Lodge an application seeking LGGS Capital Funding based on the above information; and*
10. *Council give due consideration to borrowing the appropriate funds in order for the new Jingalup Tower to be operational by Mid-2020."*

*Note: "Reason for change – Shadow casting trials had indicated Jingalup as a better location for a Communications Tower and bearing this in mind what funding assistance may be available from DFES towards capital works required to erect a new tower at this new location."*

At a previous Bush Fire Advisory Committee (BFAC) meeting held 15 October 2019, the following recommendation was made:

*'that it be recommended to Council that Council urgently commit to building a new communications tower to the maximum height possible on the current midband site, pending an agreement with DFES to move the WAERN repeater to the new tower.'*

The radio shadow maps are included as attachments 9.2.4.3 and 9.2.4.4.

Other previous motions of relevance to this issue are as follows:

At its Ordinary Meeting held on 21 October 2014, the Council resolved:

*'that Kojonup Shire retain the mid band channel 41 radios for bush fire use as high band do not provide total coverage of the Shire on bad day.'*

At its Ordinary Meeting held on 21 February 2017, the Council resolved:

*‘that the attached unconfirmed minutes for the Kojonup Bush Fire Advisory Committee meeting held 13 February 2017 be received and recommendations requiring Council approval as follows be approved by Council:*

*BUSHFIRE ADVISORY COMMITTEE DECISION 3/17*

*That the Bushfire Advisory Committee recommends that the Shire of Kojonup establishes a Technical Work Group consisting of the Presiding Member – Bushfire Advisory Committee, Chief Bushfire Control Officer, Manager Corporate Services, Building Maintenance Coordinator, Digby Stretch and Cr Ned Radford to prepare and present a formal report addressing the following terms of reference:*

- 1. Assess the current and future communications requirements for fire coverage of the Shire.*
- 2. The communication tower should be so sited that the land the tower stands on is either owned or controlled by the Shire Council.*
- 3. That unrestricted access to the tower must be available at all times. This is necessary for maintenance purposes and for defence of the Tower in a wild fire.*
- 4. The Communications Tower must be a stand-alone system. This may mean a combination of battery/solar/backup generator. It is an advantage in general usage to be connected to the power grid, however in a wildfire it is usual for the power grid to become inoperative and cannot be relied upon. Therefore, a stand-alone system is considered an imperative.*
- 5. The tower must be capable of carrying different types of antennae that may be required to operate simultaneously: e.g., The Bushfire Network, Shire Network and possibly Telstra or other users.*
- 6. The type of radio, the frequency bands allocated and any alternative means of communications should all be examined. The expectation is; “that as effective a communication system as can be afforded will be in place for the 2017/2018 fire season’.*

## **COMMENT**

Council is aware that staff have been researching the construction and location for the installation of a new bush fire communication tower for some years now.

Council has previously deferred decisions to invest in a new tower based on seeking further information and verification of the tower communications “shadow” as well as trying to secure funding from DFES to co-fund the construction of a new tower.

Radio communications is old but reliable technology that, when associated with managing an emergency in the Shire of Kojonup (Shire), is a viable investment based on it being an open communication line with all Volunteers and Bush Fire Brigades in the Shire.

Shire officers met with DFES on 17 March 2022 requesting co-funding of the tower. The response to this request is attached for your information (Attachment 9.2.4.1).

In its response to the Shire’s request for co-funding, the DFES radio communications team claim they have conducted extensive analysis and service improvement works to the WAERN network during the project and more recently in 2019 and 2020.

The Shire's proposal and request for financial assistance to address the aging tower problem by transferring services to a new tower was rejected by DFES.

DFES confirmed it will provide the cost of relocating WAERN (Western Australian Emergency Radio Network) 234 infrastructure to the new tower but, due to the tower primarily hosting the Shire's mid-band radio networks, Community FM Radio and internet services, DFES will not allocate funds to the construction of a new tower.

DFES stated that, *"under the provisions of the Emergency Services and Bushfires Acts, DFES can only expend Emergency Services Levy funds relating to the provision of prescribed emergency services, and accordingly, the DFES Commissioner has no authority to allocate funds for the new Tower."*

The Shire will work with DFES, given the Work Health and Safety legislative requirements that have now taken effect, to create a clear operational model and ensure our teams are properly trained so they understand how to communicate at all times regardless of the network.

DFES is committed to the WAERN network and new technology that they are researching.

Effective radio communications capability in emergency response times at a local level is a critical community asset. Clearly, the combination of technology and different radio solutions as well as new technology coming online, will enhance our response to emergencies and create a safety net for the Shire.

There have been numerous requests to "get on with building a new tower" from the community and Brigade volunteers.

There are issues that still need to be considered with regard to the construction of a new tower for bush fire radio communications in the Shire of Kojonup as outlined in the Consulting Great Southern (CGS) study attached.

They mainly include:

- Impact on communications coverage. Will new black spots be created by choosing a new site?
- Access and perpetuity of private land (to be negotiated).

According to the Kojonup Tower Study by CGS (attachment 9.2.4.2) there are three options the Council has to consider to progress this matter:

**Option 1 – Co-locate**

Co-locate to an existing structure such as the WAPOL (Western Australian Police) tower in town where DFES has the high band repeater installed, for a budgetary spend of circa \$50,000 plus an annual rent circa \$3,000.

Preliminary investigation with WAPOL indicates that the Shire's current needs could be met through co-location of the Samson Road radios onto this structure where the DFES WAERN is already located.

This is a low capital option but is not recommended due to the Shire not having control over access to the tower and the site, and additional hardware could not be utilised if required.

Furthermore, CGS viewed the tower in question: *“We observe that it is incomplete and would not be suitable for the needs of the Shire. 4 sections are on site and it appears other sections have been removed”*.

NBN has been consulted and to date no solution is forthcoming regarding co-location access to their infrastructure; therefore, this is not an option in the short term.

### **Option 2 – Construct a New Tower on the Existing Site**

According to the attached study from Consulting Great Southern, the Samson Road structure is overloaded for the Shire’s current needs and is not recommended for refurbishment.

Accepting and receiving the Kojonup Tower Study means that the “Do nothing” and “Refurbishment” options are closed and the Shire needs to consider other options evaluating co-location and new tower build.

Previous Bush Fire Advisory Committee recommendations state that Council commit to building a new communications tower to the maximum height possible on the current midband site, pending an agreement with DFES to move the WAERN repeater to the new tower.

Option 2 is, therefore, not recommended at this time as there are too many issues with the current site and infrastructure. The Samson Road tower does not meet the applicable standard for climbing and is not suitable for refurbishment.

### **Option 3 – Build new Tower at New Site**

Construct a new tower on a green field site, yet to be determined, which will house both the WAERN and the Mid-Band radio network infrastructure.

Officers will use the current Kojonup Tower Report to design and cost a ‘shovel ready’ plan for construction of the tower as soon as practicable.

Using the information on shadow mapping, identify the best site within the Shire to locate this infrastructure for full coverage of the Shire of Kojonup and negotiate access in perpetuity.

The construction of a new tower could total between \$350,000 and \$500,000; it is currently difficult to establish the exact costs at this time without a fully designed tower.

It is recommended that Council pursues Option 3 with further clarity to be given on outstanding points related to coverage risk and tower design and costings.

This option will provide confidence that the placement and operation of communications equipment is in the best interests of the residents within the Shire of Kojonup and surrounding Shires.

## CONSULTATION

Kojonup Bush Fire Advisory Committee

DFES Staff:

- Richard Burnell, Executive Director Corporate Services, DFES
- Wayne Green, Superintendent Great Southern, DFES

NBN

Mark Toohey - Consulting Great Southern

Chief Executive Officer

Manager Regulatory Services

## STATUTORY REQUIREMENTS

Nil

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

The Shire of Kojonup currently has a cash backed reserve account to be utilised for this project.

The construction of a new tower could total between \$350,000 and \$500,000; it is currently difficult to establish the exact costs at this time without a fully designed option.

Any additional gap funding will require a loan from the Western Australian Treasury Corporation.

## RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
1 - Asset Sustainability Practices	Inadequate design (not fit for purpose)  Outputs not meeting expectations;	Asset Replacement Schedule Asset Register	N/A
6 - Engagement Practices	Infrastructure Projects	Advisory committees/groups	N/A
8 - Errors, Omissions & Delays	Incorrect planning, development, building, community safety and Emergency Management advice	Policies and procedures	N/A

11 – IT & Communications	Failures or disruptions caused by hardware, software or networks	Performance Monitoring	N/A
<i>Risk Rating: Adequate</i>			
IMPLICATIONS			
The risk of investing in technology that could be made redundant over a short asset life time has negative implications both with the cost of finance related to the return on asset and the balance sheet as well as the risk to quality of communications.			

#### ASSET MANAGEMENT IMPLICATIONS

The current communications tower is included in our Asset Register.

#### SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

#### VOTING REQUIREMENTS

Simple majority

#### OFFICER RECOMMENDATION/COUNCIL DECISION

52/22 Moved Cr P Webb

Seconded Cr Singh

That Council:

1. receives the report from Mark Toohey, Consulting Great Southern (CGS), titled 'Shire of Kojonup Communications Tower Study – (V1.6)';
2. commits to self-funding and building a new communications tower to the maximum height possible on an appropriate new mid-band site yet to be determined;
3. accepts the CGS recommendation that the Shire should source its own Radio Frequency coverage data if contemplating a material capital spend;
4. authorises the Chief Executive Officer (CEO) to engage an independent consultant to carry out a comprehensive investigation to verify the best site option within the Shire to locate new communications infrastructure enabling full coverage of the Shire of Kojonup and eliminating the risk of black spots; and
5. authorises the CEO to engage the appropriate expertise and consultants to plan, design and cost a new communications tower build and table the design and costings at a future Council meeting for further consideration on tender and financing options.

CARRIED 8/0

**9.2.4 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) - ARRANGEMENTS FOR MANAGEMENT OF VOLUNTEER BUSH FIRE BRIGADES: PROPOSED ADVOCACY POSITION**

<b>AUTHOR</b>	Grant Thompson CEO
<b>DATE</b>	Thursday, 16 June 2022
<b>FILE NO</b>	ES.CIR.2
<b>ATTACHMENT(S)</b>	<p>9.2.4.1 - WALGA INFOPAGE: Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades 20 May 2022</p> <p>9.2.4.2 - WALGA: Arrangements for Management of Volunteer Bush Fire Brigades – Proposed Advocacy Position May 2022</p>

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020-2024”
Key Pillar	Community Outcomes	Corporate Actions
2 - Connected	2.3 – Be providing for a safe and secure environment by working with State and Federal authorities.	2.3.1 - Maximise community safety through safe urban design and advocate for enhanced emergency service provisions.

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

Council to consider and formalise a response on the Proposed Advocacy Position on Arrangements for Management of Volunteer Bush Fire Brigades (BFBs), as proposed by WALGA.

**BACKGROUND**

Western Australian Local Governments have extensive roles and responsibilities embedded in the State Emergency Management Framework across the emergency management spectrum of prevention, preparedness, response, and recovery.

Under the *Bush Fires Act 1954*, Local Governments have responsibility for bush fires and the management of volunteer Bush Fire Brigades (BFBs). 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers.

The Fire and Emergency Services Authority (now the Department of Fire and Emergency Services [DFES]) was established in 1999 for the purpose of improving coordination of Western Australia’s (WA) emergency services, replacing the Fire Brigades and Bush Fires Boards. DFES provides strategic leadership for emergency services across WA. DFES manages the career fire and rescue service, as well as a number of volunteer emergency services: Volunteer Fire and Emergency Services (VFES); Volunteer Fire and Rescue Service (VFRS); State Emergency Services (SES); and Marine Rescue Western Australia.



Around Australia:

- WA is the only State in Australia in which Local Governments manage bush fire volunteers (pursuant to the *Bush Fire Act 1954*).
- In New South Wales, the NSW Rural Fire Service, which makes up the world's largest firefighting volunteer services, is managed by the NSW Government.
- Similarly, the Victorian Government manages the Country Fire Authority which manages regional fire services in Victoria.
- In South Australia, the *Fire and Emergency Services Act 2005 (SA)* provides for the South Australian Country Fire Service (SACFS) being established as a body corporate, currently managing 14,000 volunteers. The SACFS is responsible to the Minister for Emergency Services.
- In Queensland, the *Fire and Emergency Services Act 1990 (Qld)* provides for the establishment of rural fire brigades, with the Commissioner responsible for the efficiency of rural fire brigades.
- The Tasmanian Fire Service sits under the State Fire Commission, established under the *Fire Service Act 1979*, with more than 200 fire brigades across Tasmania, 350 career firefighters and 5000 volunteers.
- The ACT Rural Fire Service sits under the ACT Emergency Services Agency and is responsible for all bush and grass fires in rural ACT areas, through 450 volunteers in eight brigades.
- Bushfires NT is a division of the Department of Environment, Parks and Water Security, which is responsible for administration of the *Bushfires Management Act 2016*. The Minister appoints members of the Bushfires Council and regional bush fires committees.

Current Arrangements in WA:

In Western Australia 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers. The Bush Fire Service is the largest volunteer emergency service by a significant margin:

- Bush Fire Service: 19,639 volunteers
- Fire and Rescue Service: 2,486 volunteers
- State Emergency Services: 2001 volunteers
- Volunteer Fire and Emergency Services: 926 volunteers
- Emergency Services Cadet Corps: 2,261 volunteers
- Marine Rescue Service: 1,559 volunteers.
- The number of BFBs managed by Local Governments varies from one up to 20. For example, the Shire of Cranbrook, which has a population of 1000 people, annual revenue of \$8 million and 29 employees, manages 11 BFBs. The City of Mandurah, population 88,000, annual revenue of \$116 million and 678 employees, manages one BFB.

DFES currently manages a number of BFBs in its own right. This includes seven bushfire brigades within the Kimberley and seven bushfire brigades within the Pilbara regions. Under this arrangement, Local Governments maintain responsibility for administering the *Bush Fires Act 1954* and carry out activities such as inspecting fire breaks and issuing burning permits.

In 2021 WALGA undertook a comprehensive Local Government Emergency Management Survey to ascertain the sector's sentiment with respect to their emergency management

responsibilities. It is important to read the survey results (104 local governments responded) and realise support for volunteer BFBs is not consistent across Local Governments in WA.

As part of the survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

### COMMENT

The State Government is currently drafting the Consolidated Emergency Services Act (CES Act) which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill for consultation in early 2023.

WALGA is forming an advocacy position on the creation of the CES Act and, in particular, the management of BFBs and has requested that each local government provide input by way of a formal motion supporting its position.

The development of the CES Act represents a timely opportunity for the Shire of Kojonup to express its position on the management of volunteer BFB's.

Responses to the proposed Advocacy Position Paper are requested by 8 July 2022 and sector feedback will inform the WALGA State Council's final position (in September 2022) and guide WALGA in its engagement with the State Government on this issue.

### Volunteer Bush Fire Service Culture in Kojonup:

Kojonup BFBs operate independently and in a self-sufficient manner, which the Shire supports; this assists in creating community resilience.

Kojonup has historically had a significant interest in volunteering and BFBs; this is reflected in the strength of the BFBs and the number of volunteers. This stability has been threatened recently with changes to Work Health and Safety legislation and the COVID-19 pandemic public health mandates stipulated by the State Government. The introduction of the *Work Health and Safety Act 2020* has highlighted Local Government and Responsible Officer liabilities in managing volunteer BFBs.

It is essential that the integrity of the Bush Fire Service is maintained, whatever the arrangements for the management of BFBs evolves into.

### Options for future management of BFBs:

WALGA has offered four options for the future management of BFBs:

1. **Status quo** - continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).

2. **Improvements** - continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. **Hybrid Model** - Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however, where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. **Transfer** - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

#### Proposed Position

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey 2021 and other considerations, WALGA is leaning toward supporting a hybrid model for the management of BFBs.

A hybrid model allows the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government cannot/does not wish to manage emergency services.

This position should not materially affect the manner in which the Shire of Kojonup currently operates its BFBs and, if implemented, may increase the resources to manage more effectively. However, it does open up the option for a framework to be developed for DFES to transition and manage emergency services and BFBs in regional Shires.

WALGA is also proposing that Local Governments with responsibility for management of BFBs require additional support and resourcing which should be provided by the State Government, including:

- development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2020*;
- expansion of the Community Emergency Services Manager Program (Program) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate;
- universal access to DFES training for BFBs; and
- development of mandatory and minimum training requirements including recognition of competency for volunteers.

#### **CONSULTATION**

Manager Regulatory Services

WALGA INFOPAGE: Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades 20 May 2022

WALGA: Arrangements for Management of Volunteer Bush Fire Brigades – Proposed Advocacy Position May 2022

#### **STATUTORY REQUIREMENTS**

Nil

#### **POLICY IMPLICATIONS**

Nil

## FINANCIAL IMPLICATIONS

Nil (to propose a model)

## RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
2. Business Disruption	Cyclone, storm, fire, earthquake	Emergency Resources and Support Budget	Review and Test LEMA Plan; Bushfire Risk Management Plan
6. Engagement Practices	Relationship breakdowns with community groups; Leadership inattention to current issues; Budget/funding issues; Miscommunication/poor communication; Inadequate involvement with or support of community groups; Media attention.	Advisory committees/groups; Support local community Volunteer groups	Review and assess Community Engagement Strategy and Plan
<i>Risk Rating: Adequate</i>			
IMPLICATIONS			
Implications of not advocating a consensus position may contribute to the State Government transfer responsibility for BFBs to DFES in the new CES Act.			

## ASSET MANAGEMENT IMPLICATIONS

Nil

## SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

1. That Council supports the hybrid model proposed by the Western Australian Local Government Association in its Arrangements for Management of Volunteer Bush Fire Brigades – Proposed Advocacy Position May 2022, as attached, that enables the continued management of Volunteer Bush Fire Brigades by Local Governments with additional funding and support from State Government directly to Local Governments.
2. That, as a part of the above mentioned hybrid model, the State Government provides:
  - a. additional funding, support and resources to individual local governments to ensure they have the capability to manage Volunteer Bush Fire Brigades (BFBs) and thus emergencies;
  - b. a suite of relevant and co-designed guidelines and materials to assist Local Governments in managing BFBs;
  - c. a pathway for training and promotion requirements for BFB Volunteers supported by a universally accessible training program;
  - d. the recognition of prior learning, experience and competency of BFB Volunteers;
  - e. a support and recognition statement in the proposed Consolidated Emergency Services (CES) legislation that Volunteer BFBs are a critical component of the overall emergency management framework, as the agile first line of defence in emergency response and management throughout rural and regional WA; and
  - f. relief and protection in the proposed CES Act for Local Governments, Local Government Responsible Officers, Councils, and Volunteer BFBs, from Work and Health and Safety requirements where management of the community BFBs is on a voluntary basis.

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr Bilney                      Seconded Cr Egerton-Warburton

1. That Council supports the hybrid model proposed by the Western Australian Local Government Association in its Arrangements for Management of Volunteer Bush Fire Brigades – Proposed Advocacy Position May 2022, as attached, that enables the continued management of Volunteer Bush Fire Brigades by Local Governments with additional funding and support from State Government directly to Local Governments.
2. That, as a part of the above mentioned hybrid model, the State Government provides:
  - a. additional funding, support and resources to individual local governments to ensure they have the capability to manage Volunteer Bush Fire Brigades (BFBs) and thus emergencies;
  - b. a suite of relevant and co-designed guidelines and materials to assist Local Governments in managing BFBs;
  - c. a pathway for training and promotion requirements for BFB Volunteers supported by a universally accessible training program;
  - d. the recognition of prior learning, experience and competency of BFB Volunteers;
  - e. a support and recognition statement in the proposed Consolidated Emergency Services (CES) legislation that Volunteer BFBs are a critical component of the overall emergency management framework, as the agile first line of defence in emergency response and management throughout rural and regional WA; and
  - f. relief and protection in the proposed CES Act for Local Governments, Local Government Responsible Officers, Councils, and Volunteer BFBs, from Work and Health and Safety requirements where management of the community BFBs is on a voluntary basis.

AMENDMENT TO THE MOTION

53/22 Moved Cr P Webb                      Seconded Cr Egerton-Warburton  
That the words 'paid for by the State' be added at the end of clause 2 c.

CARRIED 8/0

THE AMENDMENT BECAME PART OF THE MOTION AND WAS PUT

54/22 Moved Cr Bilney                      Seconded Cr Egerton-Warburton

1. That Council supports the hybrid model proposed by the Western Australian Local Government Association in its Arrangements for Management of Volunteer Bush Fire Brigades – Proposed Advocacy Position May 2022, as attached, that enables the continued management of Volunteer Bush Fire Brigades by Local Governments with additional funding and support from State Government directly to Local Governments.
2. That, as a part of the above mentioned hybrid model, the State Government provides:
  - a. additional funding, support and resources to individual local governments to ensure they have the capability to manage Volunteer Bush Fire Brigades (BFBs) and thus emergencies;
  - b. a suite of relevant and co-designed guidelines and materials to assist Local Governments in managing BFBs;

- c. a pathway for training and promotion requirements for BFB Volunteers supported by a universally accessible training program paid for by the State;
- d. the recognition of prior learning, experience and competency of BFB Volunteers;
- e. a support and recognition statement in the proposed Consolidated Emergency Services (CES) legislation that Volunteer BFBs are a critical component of the overall emergency management framework, as the agile first line of defence in emergency response and management throughout rural and regional WA; and
- f. relief and protection in the proposed CES Act for Local Governments, Local Government Responsible Officers, Councils, and Volunteer BFBs, from Work and Health and Safety requirements where management of the community BFBs is on a voluntary basis.

CARRIED 8/0

Reason for change to Officer Recommendation:

To propose that a universally accessible training program be paid for by the State.

### 9.3 KEY PILLAR 3 – ‘PERFORMANCE’ REPORTS

#### 9.3.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (MAY 2022)

<b>AUTHOR</b>	Anthony Middleton – Manager Corporate & Community Services
<b>DATE</b>	Wednesday, 8 June 2022
<b>FILE NO</b>	FM.FNR.2
<b>ATTACHMENT (S)</b>	9.3.1.1 - May 2022 Monthly Financial Statements

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020 – 2024”
Key Pillar	Community Outcomes	Corporate Actions
3 - Performance	3.4 – Be organised and transparent with our financial management.	3.4.1 - Increase regularity of readable financial reporting to the community. 3.4.2 – Act with sound long-term and transparent financial management and deliver residents considered value for money.

#### DECLARATION OF INTEREST

Nil

#### SUMMARY

The purpose of this report is to note the Monthly Financial Statements for the period ending 31 May 2022.

#### BACKGROUND

In addition to good governance, the presentation to the Council of monthly financial reports is a statutory requirement, with these to be presented at an ordinary meeting of the Council within two (2) months after the end of the period to which the statements relate.

#### COMMENT

The attached Statement of Financial Activity for the period 1 July 2021 to 31 May 2022 represents eleven (11) months, or 92% of the year.

The following items are worthy of noting:

- Closing surplus position of \$301,810;
- Operating results:
  - 93% of budgeted operating revenue has been received; and
  - 93% of budgeted operating expenditure spent;
- Capital expenditure achieved 67% of budgeted projects;
- Cash holdings of \$4.27m of which \$3.87m is held in cash backed reserve accounts and \$237,239 is a grant held for other parties;
- Rates debtors outstanding equate to 8% of total rates raised for 2021/2022; and



- Page 9 & 10 of the statements detail major variations from year to date (amended) budgets in accordance with Council Policy 2.1.6 – concern has been raised regarding the ‘Road Maintenance’ sub-program over expenditure of 104% of total year budget.

#### **CONSULTATION**

Nil

#### **STATUTORY REQUIREMENTS**

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* sets out the basic information which must be included in the monthly reports to Council.

#### **POLICY IMPLICATIONS**

Council Policy 2.1.6 defines the content of the financial reports.

#### **FINANCIAL IMPLICATIONS**

This item reports on the current financial position of the Shire. The recommendation does not in itself have a financial implication.

#### **RISK MANAGEMENT IMPLICATIONS**

Nil

#### **ASSET MANAGEMENT IMPLICATIONS**

Nil

#### **SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER RECOMMENDATION**

54/22 Moved Cr Gale

Seconded Cr Wieringa

That the monthly financial statements for the period ending 31 May 2022, as attached, be noted.

CARRIED 8/0

### 9.3.2 MONTHLY PAYMENTS LISTING – MAY 2022

AUTHOR	Vivicka Kahn - Finance and Payroll Officer
DATE	Sunday, 12 June 2022
FILE NO	FM.AUT.1
ATTACHMENT	9.3.2.1 – Monthly Payments Listing 1 to 31 May 2022

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020-2024”
Key Pillar	Community Outcomes	Corporate Actions
3 - Performance	3.4 – Be organised and transparent with our financial management.	3.4.1 - Increase regularity of readable financial reporting to the community. 3.4.2 – Act with sound long-term and transparent financial management and deliver residents considered value for money.

#### DECLARATION OF INTEREST

Nil

#### SUMMARY

To receive the list of payments covering the month of May 2022.

#### BACKGROUND

Not applicable

#### COMMENT

The attached list of payments is submitted for receipt by the Council.

Any comments or queries regarding the list of payments is to be directed to the Chief Executive Officer prior to the meeting.

#### CONSULTATION

Nil

#### STATUTORY REQUIREMENTS

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

The Chief Executive Officer has delegated authority to authorise payments. Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

#### **POLICY IMPLICATIONS**

Council's Policy 2.1.2 provides authorisations and restrictions relative to purchasing commitments.

#### **FINANCIAL IMPLICATIONS**

All payments made in line with Council Policy.

#### **STRATEGIC/CORPORATE IMPLICATIONS**

There are no strategic/corporate implications involved with presentation of the list of payments.

#### **RISK MANAGEMENT IMPLICATIONS**

A control measure to ensure transparency of financial systems and controls regarding creditor payments.

#### **ASSET MANAGEMENT PLAN IMPLICATIONS**

There are no asset management implications for this report.

#### **SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER RECOMMENDATION/COUNCIL DECISION**

55/22 Moved Cr Wieringa

Seconded Cr F Webb

That, in accordance with Regulation 13 (1) of the *Local Government (Financial Management) Regulations 1996*, the list of payments as attached made under delegated authority:

FROM – 1 May 2022		TO – 31 May 2022
Municipal Cheques	14335 - 14337	\$27,759.24
EFTs	30025 - 30152	\$1,014,803.80
Direct Debits		\$414,677.83
Total		\$1,457,240.87

be received.

CARRIED 8/0

9.4 KEY PILLAR 4 – ‘PROSPERITY’ REPORT

**9.4.1 PROPOSED SINGLE HOUSE AND (THREE) 3 CABINS - LOT 5 (No. 4631) SCOTTS BROOK ROAD, MOBRUP**

<b>AUTHOR</b>	Steve Thompson - Consultant Planner, Edge Planning & Property
<b>DATE</b>	Monday, 13 June 2022
<b>FILE NO</b>	A14100
<b>ATTACHMENT(S)</b>	<p>9.4.1.1 - Location plan</p> <p>9.4.1.2 - Plans and original letter from applicant</p> <p>9.4.1.3 - Extract from <i>Planning and Development (Local Planning Scheme) Regulations 2015</i></p> <p>9.4.1.4 - Letter from neighbour</p> <p>9.4.1.5 - Response from applicant</p> <p>9.4.1.6 - Tourist Accommodation in Rural Zoned Areas Policy</p>

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2020-2024”
Key Pillar	Community Outcomes	Corporate Actions
4 - Prosperity	4.1 – Be providing business assistance for growth in small local industry	4.1.1 – Amend Town Planning Scheme to encourage economic development and private investment

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

To consider an application for development approval for a single house and three (3) cabins.

**BACKGROUND**

The application site is located approximately 44 kms south-west of the Kojonup townsite (Attachment 9.4.1.1). The property is 323.8396 hectares in area and contains a machinery shed. Parts of the property have been used as a tree plantation.

The surrounding and nearby lots are zoned ‘Rural’ and are used for farming purposes including cereal cropping and livestock production.

Proposal

The applicant seeks approval for a single house and three (3) cabins (holiday accommodation) in the north-east section of the property. Details provided by the applicant are set out in Attachment 9.4.2.

The plans show the proposed buildings will be setback over 1500m from the front boundary to Scotts Brook Road, over 280m from the northern property boundary, over 275m from the eastern property boundary and over 1340m from the western boundary.

The proposed modular, single storey house is around 265m<sup>2</sup> in floor area. The walls will be clad in a combination of vertical weatherboards and unspecified coloured colorbond metal sheeting. The roofs will be an unspecified coloured colorbond metal sheeting.

Each cabin is 49.5m<sup>2</sup> in area plus there is a porch. The cabins contain a single bedroom, main living area, utility, bathroom and toilet. The cabins will be single-storey and of modular steel construction.

#### COMMENT

Following an assessment of the Development Application against the planning framework, the submission, and information provided by the applicant, the Development Application is considered to be generally consistent with Shire of Kojonup Town Planning Scheme No. 3 (TPS3) and policies. It is recommended that Council conditionally approve the Development Application given:

- It is overall consistent with the planning framework;
- The Council has expressed a desire to support increased tourism;
- The proposed cabins support a greater range of accommodation, contribute to diversifying the local economy and support tourism;
- The cabins have generous setbacks from off-site agricultural operations;
- No clearing of native vegetation is proposed;
- There are expected to be minimal environmental impacts;
- There are no objections from other Shire officers;
- There are manageable bushfire risks noting the buildings are not within the designated bushfire prone area; and
- Development conditions can assist to control the use and management of the development.

While noting the above, the application raises some matters which are outlined below.

#### Management of guests

A key issue is ensuring that guests are respectful of neighbours' farming operations and their 'right to farm'. The objection from a neighbour raises this, along with security, biosecurity and other matters. The applicant has, in part, responded to this matter.

A recommended development condition includes the preparation and implementation of a Management Plan. It is suggested the Management Plan should address matters including:

- Acknowledging that the property is situated in a rural area where agricultural land uses and rural activities should be expected and tolerated;
- Recognising existing farming operations have a 'right to farm' without interruption;
- Advising guests of expectations relating to rural activities and impacts;
- Addressing the responsibility for guest/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;
- Seeking the operation to be a 'good neighbour' and to be considerate including relating to noise, litter and the approach to reducing fire risks;
- Considering and addressing impacts from guests/visitors including amplified music and other noise;
- Biosecurity;
- Fencing and addressing trespass;
- Restricting and/or managing pets;
- Not lighting any outside fires during periods of restricted and prohibited burning and bushfire warnings of any level;

- Adhering to all fire risk regulations with terms and conditions stipulating that no candles, sparklers, fireworks, flame-based décor or open fires are to be used during the restricted fire season;
- Fire equipment to be provided on site; and
- Outlining the approach to maximise the safety and security of guests and visitors including to dam(s).

#### Zoning and Land Use/Development

The property is zoned 'Rural' in the TPS3. The objectives for the Rural Zone are stated in clause 3.2.7 as:

- a) The zone shall consist of predominantly rural uses.
- b) To protect land from urban uses that may jeopardise the future use of that land for other planned purposes which are compatible with the zoning.
- c) To protect the land from closer development which would detract from the rural character and amenity of the area.
- d) To prevent any development which may affect the viability of a holding.
- e) To provide for limited commercial accommodation opportunities in a rural environment consistent with the Council's Policy for 'Farmstay', 'Bed and Breakfast Accommodation' and 'Chalet' facilities.

The single house land use, under TPS3, is a 'P' (permitted) use in the Rural zone. The single house complies with TPS3 development standards including setbacks.

Clause 5.13 Rural Development of TPS3 requires development within the Rural zone to comply with the zone objectives and such requirements as determined by Council. The proposed cabins (holiday accommodation) are not included in Table II – Development Table.

*Holiday Accommodation* - means accommodation comprising two or more cabins, apartments, chalets, cottages, or flats which, by way of trade or business, or for the purpose of any trade or business, is held out as being available or is made available for holiday purposes for occupation by persons other than the proprietor.

The proposal satisfies the definition of the 'holiday accommodation' land use which is an 'AA' (discretionary) land use within the Rural zone.

#### Setbacks

TPS3 provides limited guidance relating to setbacks in the Rural zone. While noting this, any impact of the proposed development should be contained on-site. This is to ensure that the development does not adversely affect agricultural pursuits occurring or potentially occurring on surrounding land.

Given the proposed buildings are setback at least 275m or greater from property boundaries, the development is unlikely to result in land use conflict with surrounding agricultural operations.

### Bush fire planning

The proposed house and cabins are located off the designated bush fire prone area. While noting this, the driveway to the proposed house and the cabins are largely through a designated bush fire prone area. Accordingly, it is suggested the driveway should meet the Western Australian Planning Commission's *Guidelines for Planning in Bushfire Prone Areas*.

### Future commercial activities

Should the applicant propose future development and/or events (such as 'safari' tours) and/or additional development, this may trigger the requirement for a new Development Application and the requirement for other Shire approvals.

### Town Planning Scheme Policy Implications

Tourist Accommodation in Rural Zoned Areas Policy (see attachment 9.4.1.6).

### Matters to be considered

Attachment 9.4.1.3 is an extract from the *Planning and Development (Local Planning Schemes) Regulations 2015* which sets out matters to be considered by local government in assessing a Development Application. The following assesses the application against key matters from the Regulations:

Matter to be Considered	Response
(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;	The proposed development is considered consistent with the aims and provisions of TPS3.
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving;	The proposal is considered consistent with the orderly and proper planning in a rural area noting TPS3 objectives and that holiday accommodation is a discretionary land use within the Rural zone.
(c) any approved State planning policy;	State Planning Policy (SPP) 3.7 Planning in Bushfire Prone Areas does not apply other than the driveway. SPP 2.5 Rural Planning sets out various objectives including avoiding and minimising land use conflict. The proposed cabins are well setback from property boundaries.
(g) any local planning policy for the Scheme area;	The application is consistent with Tourist Accommodation in Rural Areas.
(m) the compatibility of the development with its setting including the relationship of the	Noting the generous setbacks to property boundaries, it is suggested the development is compatible in its setting.

Matter to be Considered	Response
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;	
(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;	Subject to being a 'good neighbour' and managing guest activities, the proposal is not expected to negatively impact on the amenity or character of the rural locality.
(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;	No clearing of native vegetation is required.
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;	The house and cabins are not within the bushfire prone area.
(r) the suitability of the land for development, taking into account the possible risk to human health or safety;	The proposal is not considered to increase risk to human health or safety subject to on-going effective management of guests/visitors.
(s) the adequacy of - (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;	The proposed access/egress is appropriate and traffic generation can be readily accommodated on Scotts Brook Road.
(w) the history of the site where the development is to be located;	The development will not impact heritage values.
(y) any submissions received on the application;	One submission objects to the Development Application.

The Council has a number of options available to it, which are discussed below:

*1. Not approve the proposal*

The Council can choose to not approve the application and advise the proponent giving reasons. If this option were chosen, the single house and the holiday accommodation would not be able to be constructed.



2. *Approve the proposal*

The Council can choose to approve the application, in part or whole and with or without conditions. If this option were chosen, the development can proceed.

3. *Defer the proposal*

The Council can choose to defer the matter and seek additional information from the applicant before proceeding to make a decision.

This is a discretionary decision and the applicant has a right to request a review of any decision and/or condition made by the local government to the State Administrative Tribunal if aggrieved by the decision and/or any condition.

### **CONSULTATION**

The Shire consulted for 14 days on the Development Application through writing to adjoining/nearby landowners along with other stakeholders. The Shire received one submission on the Development Application as outlined in Attachment 9.4.1.4. The submission objects to the application for a range of reasons including:

- Impacts from the existing mixed enterprise farming business on the proposed development e.g.; chemicals, livestock odour, safety, dust, noise, lights, smoke, pest control, professional kangaroo shooters, beehives;
- Risk to farm security and biosecurity; and
- Fire risks.

In response to the submission, the applicant has provided a letter as set out in Attachment 9.4.1.5.

### **STATUTORY REQUIREMENTS**

*Planning and Development Act 2005 (Act)* and *Planning and Development (Local Planning Schemes) Regulations 2015* - the processing of the Development Application is required to comply with the requirements of Town Planning Scheme No. 3 which is an operative local planning scheme under the provisions of the *Act/Regulations*.

### **POLICY IMPLICATIONS**

See comments in Town Planning Scheme Policy Implications above.

### **FINANCIAL IMPLICATIONS**

The applicant has paid the Development Application fee.

## RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3 – Compliance	Impulsive decision making; Ineffective monitoring of changes to legislation	Professional accreditation/ certification maintained	Nil
6 – Engagement	Inadequate documentation or procedures.	Public notices/ local papers/ website communication	Nil
7 – Environment	Inadequate local laws /planning schemes	Environmental management compliance	Nil
8 – Errors, Omissions and Delays	Complex legislation; Incorrect information	Development Approval performance report	Nil
<i>Risk rating: Adequate</i>			
IMPLICATIONS			
Applicants need to ensure that Development Applications accord with the intent of the Shire of Kojonup Town Planning Scheme No.3. Council, in assessing applications, needs to adopt a similar approach that reflects present and future requirements without compromising amenity or establishing precedents.			

## ASSET MANAGEMENT IMPLICATIONS

Nil

## SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

56/22 Moved Cr Singh

Seconded Cr Wieringa

That Council grant Development Approval for a single house and three (3) cabins (holiday accommodation) at Lot 5 on Diagram 31359 (No. 4631) Scotts Brook Road, Mobrup, subject to the following conditions:

1. The development to be carried out and fully implemented in accordance with the attached stamped approved plans unless a variation has been approved by the local government in writing.
2. The operator is to ensure that noise levels are considerate of adjoining/nearby properties and are to be especially low in volume between 9.00pm and 8.00am.
3. The development is connected to an approved wastewater disposal system(s) to the satisfaction of the local government prior to occupation.
4. The development is connected to a potable water supply to the satisfaction of the local government prior to occupation.
5. Prior to lodgement of a Building Permit, a schedule of materials and colours shall be submitted for approval and implemented to the satisfaction of the local government.
6. The driveway serving the house and cabins is constructed prior to occupation of the cabins and maintained to a minimum all-weather standard to facilitate access to the development by 2-wheel drive vehicles. The driveway is to meet Table 6 - Vehicular access technical requirements of the Western Australian Planning Commission's Guidelines for Planning in Bushfire Prone Areas.
7. No person is permitted to stay in the cabins for a period of more than 3 months in any 12 month period.
8. A hard-wired smoke alarm must be installed in the cabin on or near the ceiling:
  - i) in every corridor or hallway associated with a bedroom or, if there is no corridor or hallway, in an area between the bedrooms and the remainder of the subject building;
  - ii) between each part of the cabin containing bedrooms and the remainder of the dwelling; and
  - iii) where bedrooms are served by a hallway, in that hallway.
9. A system of emergency lighting must be installed in the cabins to assist evacuation of occupants in the event of fire and this lighting must:
  - i) be activated by a smoke alarm(s) (required by the previous Condition); and
  - ii) consist of:
    - a) a light incorporated within the smoke alarm(s) itself; or
    - b) lighting located within the corridor, hallway or area served by the required smoke alarm(s).
10. A Bushfire Emergency Evacuation Plan (Plan) is to be prepared to the satisfaction of the local government and then implemented prior to occupation of the cabins. All measures contained in the Plan are to be maintained to the satisfaction of the local government. The Bushfire Emergency Evacuation Plan is to be displayed in the cabins at all times.
11. The landowner is to submit and gain local government approval for a Management Plan, prior to occupation of the cabins, which addresses the responsibility for the behaviour of guests/visitors and the management measures to be implemented to minimise adverse impacts on the amenity

of the locality. The submitted management details shall be implemented on an ongoing basis to the satisfaction of the local government.

12.No habitation (temporary or permanent) is permitted in the machinery storage shed.

Advice Notes:

A) This is not a Building Permit. A Building Permit must be obtained before any building works commence.

B) With regard to Condition 6, the driveway is to meet Table 6 - Vehicular access technical requirements of the Western Australian Planning Commission's Guidelines for Planning in Bushfire Prone Areas including:

- All sections of the driveway to have a minimum constructed trafficable surface (i.e. gravel/ crushed rock) with a width of 4 metres and horizontal clearance of 6 metres.
- All vegetation overhanging the driveway/accessway should be trimmed to maintain a minimum vertical clearance of 4.5 metres.
- Passing bays should be located every 200 metres with a minimum length of 20 metres and a minimum width of two metres (i.e. the combined trafficable width of the passing bay and constructed driveway to be a minimum six metres) and constructed to a suitable standard (e.g. gravel, crushed rock).

C) In relation to Condition 11, the Management Plan will address matters including:

- Acknowledging that the property is situated in a rural area where agricultural land uses and rural activities should be expected and tolerated;
- Recognising existing farming operations have a 'right to farm' without interruption;
- Advising guests of expectations relating to rural activities and impacts;
- Addressing the responsibility for guest/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;
- Seeking the operation to be a 'good neighbour' and to be considerate including relating to noise, litter and the approach to reducing fire risks;
- Considering and addressing impacts from guests/visitors including amplified music and other noise;
- Biosecurity;
- Fencing and addressing trespass;
- Restricting and/or managing pets;
- Not lighting any outside fires during periods of restricted and prohibited burning and bushfire warnings of any level;
- Adhering to all fire risk regulations with terms and conditions stipulating that no candles, sparklers, fireworks, flame-based décor or open fires are to be used during the restricted fire season;
- Fire equipment to be provided on site; and
- Outlining the approach to maximise the safety and security of guests and visitors including to dam(s).

D) The applicant is to retain appropriate Public Liability Insurance to cover the entire area the subject of this approval to the satisfaction of the local government.

E) If food is proposed to be supplied to guests/visitors, there is initially a requirement to obtain a food registration from the local government.

F) Further development and/or intensification on the property, including events and tours, may result in a need for a new Development Application and the requirement for other Shire approvals.

G) If the applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 13. An application must be made within 28 days of the determination.

CARRIED 8/0

9.5 KEY PILLAR 5 – ‘DIGITAL’ REPORTS

Nil

10 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Nil

14 MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

Not applicable

15 CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 3.25 pm.

**16     ATTACHMENTS (SEPARATE)**

Item 6.1	6.1.1	Minutes of the Council Meeting held on 17 May 2022
Item 9.1.1	9.1.1.1	Original quote supplied by Southwest Civil
	9.1.1.2	Amended quote supplied by Southwest Civil
	9.1.1.3	Original drawings – marked up
	9.1.1.4	Paving quote supplied by Southwest Civil
	9.1.1.5	Original architectural drawings showing 1 brick
	9.1.1.6	Updated Civil Drawings showing 4 bricks
Item 9.1.2	9.1.2.1	Realm Studios - Kodja Place Schematic Design to create new entrance into the Rose Maze
	9.1.2.2	Drainage diagram
Item 9.2.1	9.2.1.1	Proposed Cat Local Law 2022
	9.2.1.2	s. 79 - <i>Cat Act 2011</i>
	9.2.1.3	Email correspondence from Steven Elliott, Senior Legislation Officer, Department of Local Government, Sport and Cultural Industries (Department)
	9.2.1.4	Joint Standing Committee on Delegated Legislation Report (JSCDL) - Cat Local Law review for Shire of Dardanup
	9.2.1.5	Email correspondence from Steven Elliott, Senior Legislation Officer, Department, outlining advice on changes being unlikely to be significant
Item 9.2.2	9.2.2.1	Proposed Parking Local Law 2022
	9.2.2.2	s. 3.5 and s. 3.10 - <i>Local Government Act 1995</i>
	9.2.2.3	Email correspondence from Steven Elliott, Senior Legislation Officer, Department of Local Government, Sport and Cultural Industries (Department)
	9.2.2.4	Email correspondence from Steven Elliott, Senior Legislation Officer, Department, outlining advice on changes being unlikely to be significant
Item 9.2.3	9.2.3.1	Email - outcome from meeting with DFES March 2022
	9.2.3.2	Consulting Great Southern – Shire of Kojonup Communications Tower Study (V1.6) August 2021 (Kojonup Tower Study)
	9.2.3.3	Radio Shadow Map – Current Samson Road Site
	9.2.3.4	Radio Shadow Map – Jingalup/Balgarup Road site
	9.2.3.5	DFES Internal Memorandum - Kojonup WAERN Coverage Review 2020

.../2

16 ATTACHMENTS (SEPARATE) cont...

Item 9.2.4	9.2.4.1	WALGA INFOPAGE: Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades 20 May 2022
	9.2.4.2	WALGA: Arrangements for Management of Volunteer Bush Fire Brigades – Proposed Advocacy Position May 2022
Item 9.3.1	9.3.1.1	May 2022 Monthly Financial Statements
Item 9.3.2	9.3.2.1	Monthly Payments Listing 1 to 31 May 2022
Item 9.4.1	9.4.1.1	Location plan
	9.4.1.2	Plans and original letter from applicant
	9.4.1.3	Extract from <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>
	9.4.1.4	Letter from neighbour
	9.4.1.5	Response from applicant
	9.4.1.6	Tourist Accommodation in Rural Zoned Areas Policy

Confirmed on 26 July 2022 as a true record –

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Presiding Member

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Date

# Shire of Kojonup



Natural Resource Management  
Advisory Committee

NRMAC - 09

## MINUTES

24 June 2022



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**1     DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS**

NRM Officer declared the meeting open at 9.45 am.

**2     ATTENDANCE & APOLOGIES**

**MEMBERS**

Felicity Webb

Councillor

Roger Bilney

Councillor

Jennifer Egerton-Warburton

Community Representative (via zoom)

Kath Mathwin

Community Representative

Adele Scarfone

Natural Resource Management/Landcare Officer

**APOLOGIES**

Marina Murray

Senior Horticulturalist

Grant Thompson

Chief Executive Officer

Craig McVee

Manager Works and Services

**3     PUBLIC QUESTION TIME**

Nil

**4     SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

**5     APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

6 **CONFIRMATION OF MINUTES**

KOJONUP NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE MEETING – 17 June 2021

**OFFICER RECOMMENDATION/COMMITTEE DECISION**

1/22 Moved: Kath Mathwin, seconded Jennifer Egerton-Warburton  
That the minutes of the Kojonup Natural Resource Management Advisory Committee meeting held 17 June 2021 be confirmed as a true record.

CARRIED 5/0

7 **ANNOUNCEMENTS** BY THE PRESIDING MEMBER WITHOUT DISCUSSION

NIL

8 **PETITIONS, DEPUTATIONS & PRESENTATIONS**

Nil

9 **DECLARATIONS OF INTEREST**

Nil

10 **FINANCIAL REPORT**

Attachment 10.1 – Financial Report Period ending 31 May 2022.

Discussion around the balance of the reserve fund and the proposal to use the funds for NRM projects such as roadside weed control, reserve management and revegetation or activities to engage the community in NRM activities.

Action: Adele to check the question from Kath Mathwin for the requirement to match expenditure of the NRM reserve fund with grant money \$171,711 (May Closing balance).

**OFFICER RECOMMENDATION/COMMITTEE DECISION**

2/22 Moved: Kath Mathwin, seconded Roger Bilney  
That the Financial Report for the period ending 30 May 2022 be received and noted.

CARRIED 5/0

## Attachment 10.1 Financial Report Period ending 31 May 2022

<b>Protection Of Environment</b>								
5619	Southern Dirt Contribution	Exp.	MWS	CEO	\$15,200	\$13,926	\$15,000	99%
5612	NRM - Office Expenses	Exp.	MWS	NRMO	\$300	\$264	\$87	29%
5616	NRM - Salaries & Wages/Consultancy Fees	Exp.	MWS	NRMO	\$26,000	\$23,837	\$25,693	99%
5689	NRM - Superannuation	Exp.	MWS	NRMO	\$4,000	\$3,663	\$3,831	
5601	NRM - Vehicle Costs	Exp.	MWS	NRMO	\$200	\$176	\$0	0%
5723	NRM - 20m Trees Grant Expenditure	Exp.	MWS	NRMO	\$1,000	\$913	\$0	0%
5614	NRM - Grant Expenditure	Exp.	MWS	NRMO	\$6,000	\$5,489	\$2,287	38%
5722	NRM - State Grant Expenditure	Exp.	MWS	NRMO	\$18,000	\$16,500	\$13,173	
5684	NRM - Landcare Publications	Exp.	MWS	NRMO	\$500	\$451	\$0	0%
5734	NRM - Future Drought Fund Grant Exp.	Exp.	MWS	NRMO	\$86,150	\$78,947	\$0	0%
5686	NRM - Environmental Reserve M'tment	Exp.	MWS	SH	\$9,500	\$8,690	\$6,628	70%
5681	Noxious Weeds	Exp.	MWS	SH	\$2,200	\$2,002	\$2,695	122%
5687	Reserve Clean up	Exp.	MWS	SH	\$7,000	\$6,402	\$878	13%
5742	Admin Non Cash Realloc (Env)	Exp.	MWS	MCCS	\$2,288	\$2,090	\$2,096	92%
5752	Admin Cash Realloc (Env)	Exp.	MWS	MCCS	\$30,903	\$28,314	\$28,364	92%
					<b>\$209,241</b>	<b>\$191,664</b>	<b>\$100,732</b>	<b>48%</b>
5603	NRM - Grants	Inc.	MWS	CEO	-\$49,950	-\$45,760	-\$61,294	123%
					<b>-\$49,950</b>	<b>-\$45,760</b>	<b>-\$61,294</b>	

## 11 STATUS REPORTS

### 11.1 RESERVE MANAGEMENT PLANS

The Corporate Strategic Plan, reference 1.2.6 (page 12), says that Works and Services will develop environmental management plans for significant Shire of Kojonup (Shire) reserves, which should be completed in 2020/2021.

Site visits to Muradup, Orchid Valley and Tone Road have been completed in December 2021 and January 2022 to look at reserve condition and general vegetation structure. Comparison against existing species list and those from herbarium collections have been compiled and draft mapping of reserves undertaken.

Compilation of plans has commenced – example for comment provided.

Fire management is to be included within the documents to guide Department of Fire and Emergency Services (DFES) when prescribed burn plans are issued.

NRM Officer – suggested the priority reserves to develop plans for would be Farrah, Boscobel, and Changerup.

Action: Adele to source quotes to engage a consultant to complete the flora and fauna surveys and include recommendations for management that include fire management.

## 11.2 GEOGRAPHICALLY STRATEGIC FOX BAITING INTERVENTIONS COLLABORATED ACROSS THE GREAT SOUTHERN DISTRICT AREA OF WA TO REDUCE POTENTIAL INJURY OR DEATH TO OUR INDUSTRY - VITAL FARM SHEEP POPULATIONS

Final report submitted by Shire of Kent and approved.  
No funding for future fox baiting program available.

Feral Cat Working Group has contacted Kojonup Landcare to participate in planning meeting for development of programme for Cat and Fox management in the South West which could result in cross tenure funding for management of feral animals in the region.

Fox Shoot February 2022 – was advertised as an informal event in which landholders could participate when the time suits and then report fox kill numbers to Kojonup Landcare which will be passed onto the REDCARD to have \$5/fox or cat donated to Regional Men's Health Initiative.

There were no reports from the public about participation.

## 11.3 TOWN WEED MAPPING

Council has endorsed making a provision of \$10,000 in the 2020/21 Budget to commence the removal of Eastern States Wattles (*Adele Scarfone and Marina Murray will meet further discuss the implementation of the removal*):

*"That Council:*

- 1. Receive the Natural Resource Management Committee unconfirmed minutes for the meeting held 14 November 2019.*
- 2. That Council accepts Phil Worts as a Community Representative of the Natural Resource Management Advisory Committee.*
- 3. Endorse the Natural Resource Management Advisory Committee decision 12/19 that 1 Ha along the northern side of the Old Rubbish Tip road be revegetated with native species in 2020/2021 with a Budget provision of \$3,930.*
- 4. Endorse the Natural Resource Management Advisory Committee decision 13/19 to make provision of \$10,000 within the 2020/2021 budget to progress the removal of Kojonup Town Site weeds."*

*Marina Murray and Adele Scarfone will present a plan for expenditure at the next Kojonup NRM Advisory Committee meeting. It is intended that the 'Weedy Wattles' pamphlet will be delivered at the same time as the removal of trees within the townsite to help raise awareness of the weed.*

The above has not been completed.

Jennifer Egerton-Warburton - there was a quote previous NRM Officer sourced for mapping of roadside weeds and control.

Action: Adele to investigate and proposed to use the funding from the reserve to target areas close to bushland or other environmentally sensitive areas.

#### 11.4 PEST PLANTS LOCAL LAW

In regards to the following 2018 committee decision:

*That the Natural Resource Management Advisory Committee recommends to Council that a Local Law is developed to eradicate the following species from the Shire:*

- 1. Pattersons Curse (Echium plantagineum);*
- 2. Black Wattle (Acacia decurrens);*
- 3. Golden Wattle (Acacia pycnantha); and*
- 4. Flinders Range Wattle (Acacia iteaphylla).*

In 2018 Kojonup resolved not to pursue a Pest Plants local law, it was removed at an agenda settlement session.

Action: Adele to provide pamphlets for weedy weeds to be provided to the front desk at the Admin building for those who may come in looking for information.

#### 11.5 FRIENDS OF MYRTLE BENN UPDATE

- Activities in 2021 included:
  - Tagasaste removal and cut and wipe as well as other woody weeds
  - Students from St Bernard's Primary School and Kojonup District High School (KDHS) completed planting during July and August 2021 in and around the cemetery car-park and burned area as well as along the Robinson road entry
  - Annual weed management is an issue in these highly infested areas and 2022 will see no planting take place but a focus on weed control.
- Contractor conducted a number of applications of targeted herbicide to spray grasses/freesia and other weeds in Myrtle Benn Flora and Fauna Sanctuary and commenced spraying in the burnt area across the cemetery.
- 2022 will see the KDHS farm students participate once a month to carry out weeding, monitoring, seed collection and Clean up Australia Day activities with Landcare officer.

#### 11.6 NATURAL RESOURCE MANAGEMENT (NRM) DROUGHT RESILIENCE PROGRAM – SUCCESSFUL

Two trial sites have been selected and landholders will be planting in July 2022 with funding and reporting to be completed by July 2023.

#### 11.7 OLD RUBBISH TIP SITES – ENVIRONMENTAL REVEGETATION AND REHABILITATION FUND FUNDING APPLICATION - NEW

A Department of Water and Environmental Regulation grant funding application that was submitted in July 2021 was not successful. Future funding sources to revegetate the Robinson Road tip to be applied for in 2022 State NRM round or other appropriate funding opportunities.

Continual dumping of material, clean fill and other rubbish is occurring. Kloppe have been asked to block access with tree logs/large rocks to try to alleviate this problem.

Budget for 2022-2023 has been requested to complete a survey of the site and to dig some test holes to determine the depth of the capping material will help in the selection of plants for revegetation.

### **11.8 STATE NRM FUNDING 2021-2024 - SUCCESSFUL**

Application for a large grant covering three properties was successful and includes fencing and revegetation to salt affected areas and creek lines to Simpson, Leach and Coleman properties west of Kojonup: Total project value \$448,628 with \$168,266 grant funding plus \$280,362 contribution from landholders. Plants have been delivered for two of the sites – approximately 30,000 with remaining to be delivered in July.

Roger Bilney asked how much the Shire contributes as part of this funding – over the 3 years approximately 10,000 – which is for Staff time and travel to sites, reporting on projects to funding body.

Jennifer Egerton-Warburton – Suggested to get more neighbours involved in NRM projects – perhaps assistance to Adele by a member who knows farmers in the Shire.

### **11.9 COMMUNITY ENGAGEMENT**

In 2021 the NRM Landcare officer worked with KDHS farm students and St Bernard's Primary School with planting days during August at the Kojonup airstrip and Myrtle Benn Reserve.

The schools would like to see these activities continued in 2022 with monthly involvement planned including:

March – Clean up Australia Day, Monitoring of bushland (KDHS)

April – Festival of the Trees Activity

May/June – aquatic invertebrates in Kojonup stream (rain dependent) and bird walk in bushland

July – National Tree Day activity

August – Bushland weeding

September/October- Plant propagation

Throughout term - Seed Collection by KDHS

Festival of the Trees being organised by Marina Murray for April 2022.

### **11.10 CORPORATE BUSINESS PLAN –ACTIONS RELATING TO NRM**

Marina noted that we have commenced looking at Reserve management plans; however, the below need to be addressed:

Do we have ideas on meeting these actions?

- 1.2.16 – Friends of Myrtle Benn Committee – encourage more members –
  - Adele has had a meeting with South Coast NRM to find out about the Enviro-Experiences funding that is in place to engage with visitors to carry out volunteering in the South coast. This format could be extended to Kojonup
  - Engagement with KDHS farm students and St Bernard’s on a regular basis with activities in the bushland
- 1.2.17 - Friends of Myrtle Benn Committee – weed control through the walk trail area, seek funding for woody weed control
- 1.2.18 - Friends of Myrtle Benn Committee – fire management to protect habitat trees

**OFFICER RECOMMENDATION/COMMITTEE DECISION**

3/22 Moved: Roger Bilney, seconded Kath Mathwin

That the Kojonup Natural Resource Management Advisory Committee accepts the Kojonup Natural Resource Management/Landcare Officer’s Status Reports.

CARRIED 5/0

**12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**13 GENERAL BUSINESS**

Nil

**14 NEXT MEETING**

The next meeting of the NRM Advisory Committee is to be Thursday, 18 August 2022.

**15 CLOSURE**

There being no further business, NRM Officer thanked the members for their attendance and declared the meeting closed at 10.45am.

**16 ATTACHMENTS (SEPARATE)**

Nil

**17 MEETING ACTIONS**

1. Action: AS to look into option to include some of these funds to go towards control Weeds



2. Action: Adele to check the question from Kath Mathwin for the requirement to match expenditure of the NRM reserve fund with grant money \$171,711 (May Closing balance).
3. Action: Adele to source quotes to engage a consultant to complete the flora and fauna surveys and include recommendations for management that include fire management.
4. Action: Adele to investigate previous quotes for weed mapping and control and proposed to use the funding from the reserve to target areas close to bushland or other environmentally sensitive areas.
5. Action: Adele to provide pamphlets for weedy weeds to be provided to the front desk at the Admin building for those who may come in looking for information.



# MONTHLY FINANCIAL STATEMENTS

For the period ending 30 June 2022

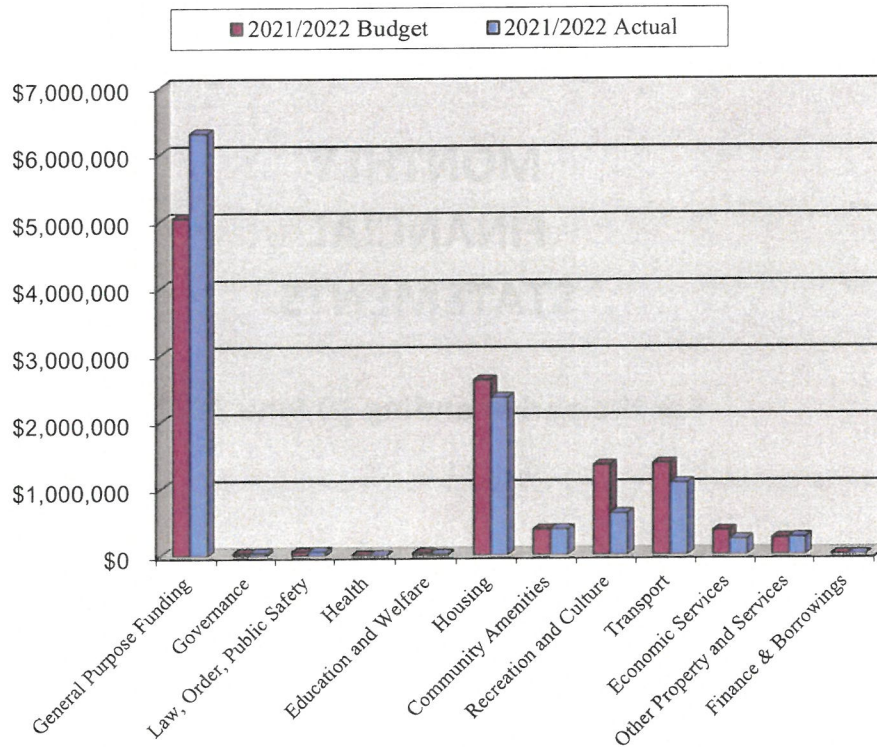
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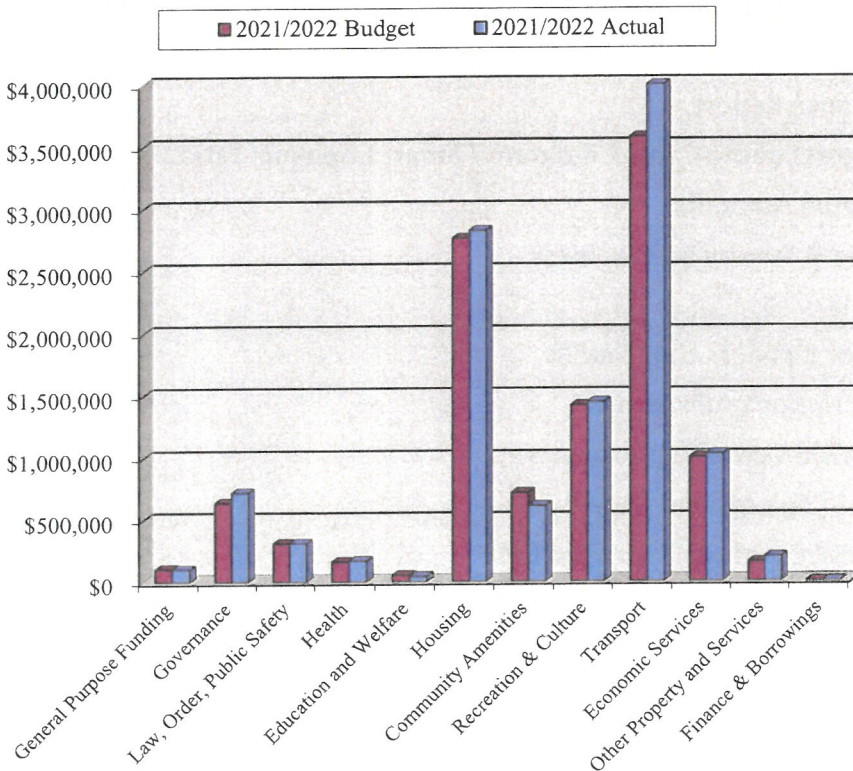
Chief Executive Officer

**SHIRE OF KOJONUP**  
**EXECUTIVE SUMMARY**  
For the period ending 30 June 2022

**Operating Revenue (by Program)**

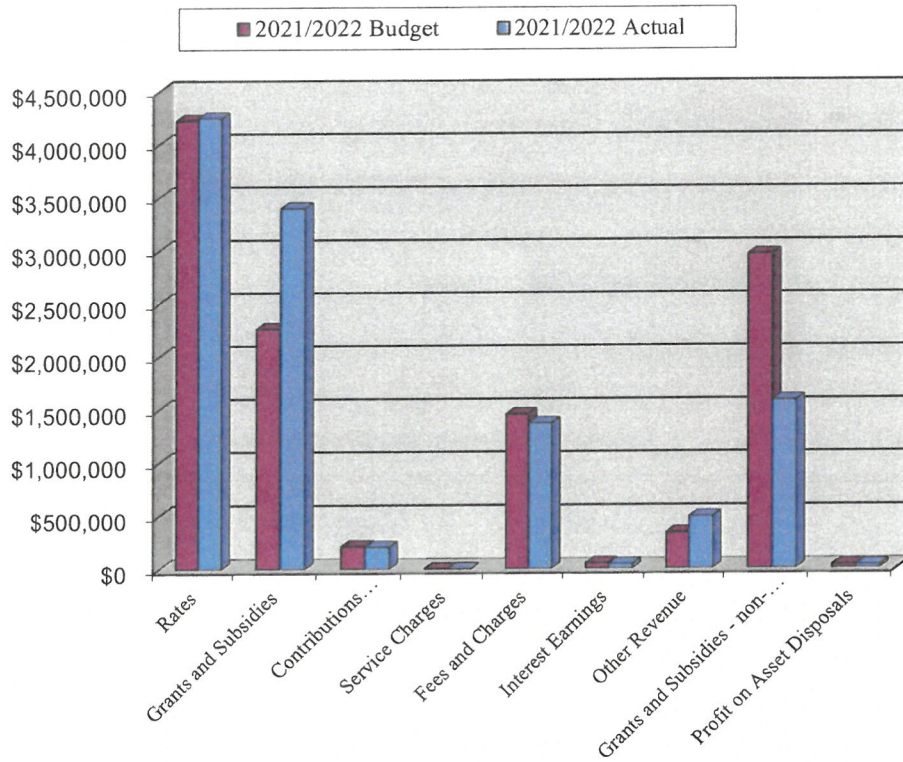


**Operating Expenditure (by Program)**

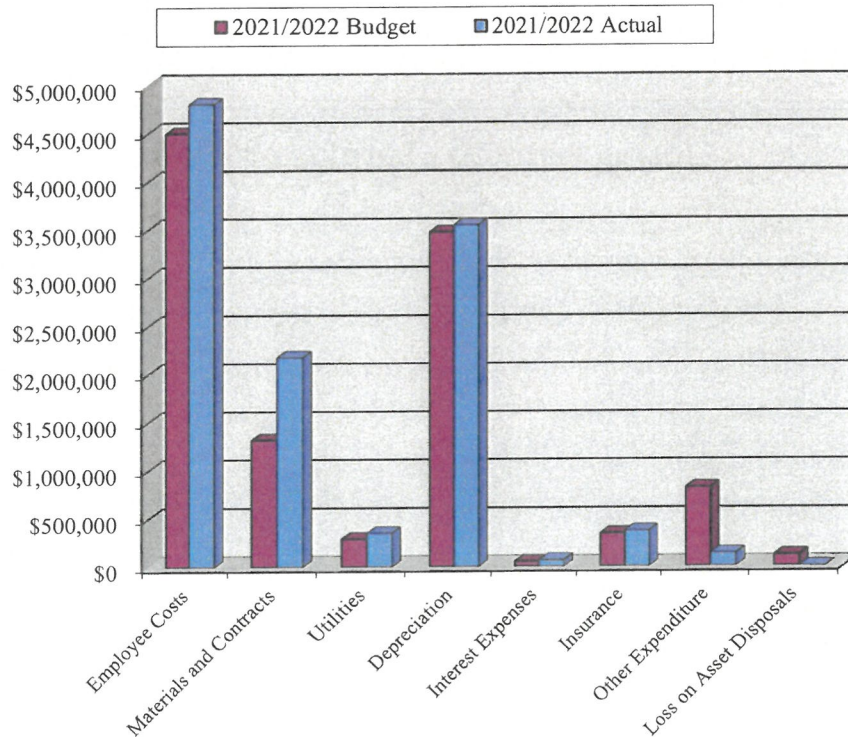


**SHIRE OF KOJONUP**  
**EXECUTIVE SUMMARY**  
For the period ending 30 June 2022

**Operating Revenue (by Nature/Type)**



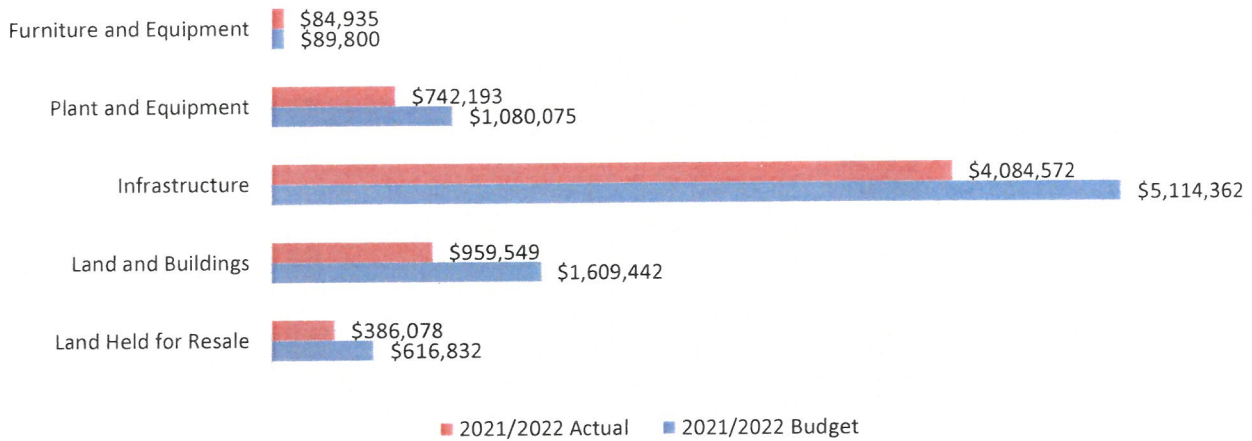
**Operating Expenditure (by Nature / Type)**



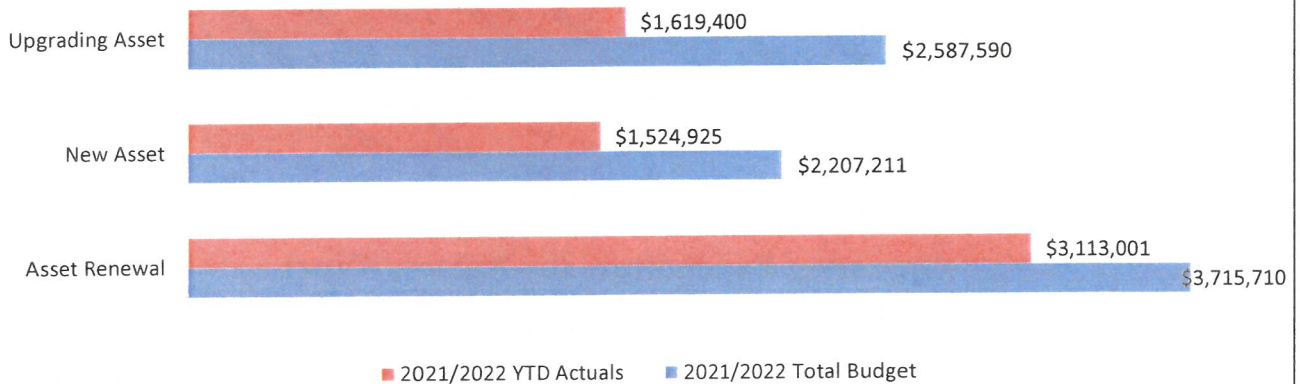


**SHIRE OF KOJONUP**  
**EXECUTIVE SUMMARY**  
For the period ending 30 June 2022

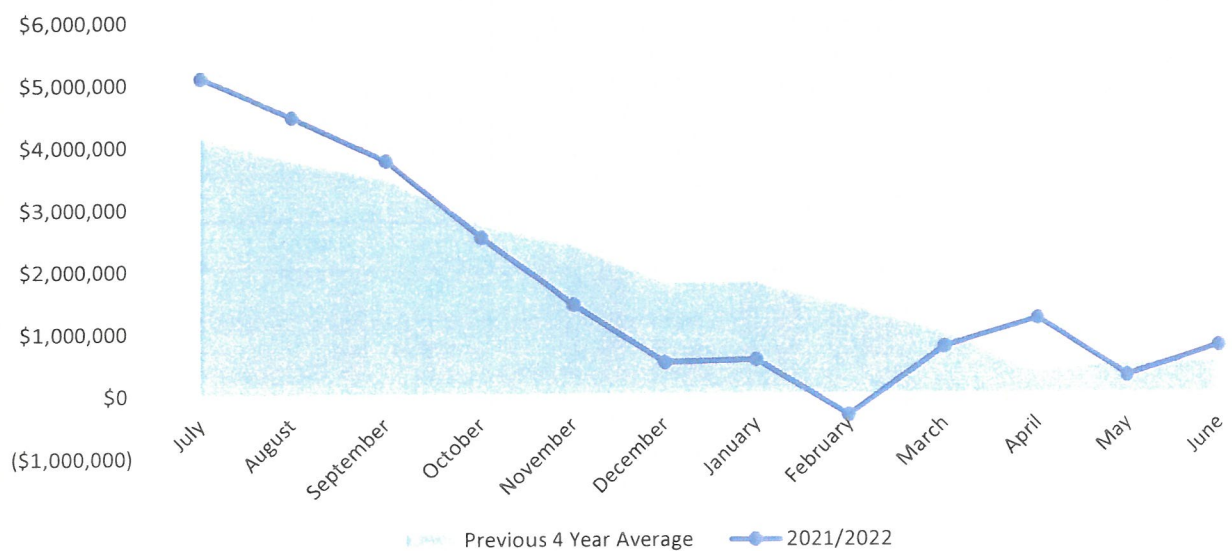
**Capital Expenditure - By Asset Class**



**Capital Expenditure - By Asset Investment Type**



**Closing Position - Surplus or (Deficit)**



**SHIRE OF KOJONUP**  
**Statement of Comprehensive Income - by Program**  
**For the period ending 30 June 2022**

More Info Page #	2021/2022 Budget \$	2021/2022 YTD Budget \$	2021/2022 Actual \$	Variance
------------------------	---------------------------	-------------------------------	---------------------------	----------

**1(a) SOCI - BY PROGRAM**

**Operating Revenue**

General Purpose Funding	(\$5,042,902)	(\$5,042,902)	(\$6,305,753)	25%
Governance	(\$36,450)	(\$36,450)	(\$38,544)	6%
Law, Order, Public Safety	(\$55,970)	(\$55,970)	(\$60,398)	8%
Health	(\$2,100)	(\$2,100)	(\$833)	-60%
Education and Welfare	(\$36,600)	(\$36,600)	(\$18,441)	-50%
Housing	(\$2,621,000)	(\$2,621,000)	(\$2,355,326)	-10%
Community Amenities	(\$388,180)	(\$388,180)	(\$387,883)	0%
Recreation and Culture	(\$1,346,807)	(\$1,346,807)	(\$621,589)	-54%
Transport	(\$1,371,969)	(\$1,371,969)	(\$1,078,072)	-21%
Economic Services	(\$366,432)	(\$366,432)	(\$233,435)	-36%
Other Property and Services	(\$253,683)	(\$253,683)	(\$260,545)	3%
Finance & Borrowings	\$0	\$0	\$0	
	<b>(\$11,522,093)</b>	<b>(\$11,522,093)</b>	<b>(\$11,360,818)</b>	-1%

**Operating Expenditure**

General Purpose Funding	\$105,699	\$105,699	\$102,043	-3%
Governance	\$640,940	\$640,940	\$721,812	13%
Law, Order, Public Safety	\$312,228	\$312,228	\$312,877	0%
Health	\$162,015	\$162,015	\$168,479	4%
Education and Welfare	\$52,062	\$52,062	\$42,658	-18%
Housing	\$2,765,003	\$2,765,003	\$2,827,336	2%
Community Amenities	\$719,283	\$719,283	\$612,860	-15%
Recreation & Culture	\$1,423,989	\$1,423,989	\$1,449,342	2%
Transport	\$3,576,668	\$3,576,668	\$3,994,272	12%
Economic Services	\$1,004,585	\$1,004,585	\$1,030,841	3%
Other Property and Services	\$158,232	\$158,232	\$198,653	26%
Finance & Borrowings	\$0	\$0	\$0	
	<b>\$10,920,705</b>	<b>\$10,920,705</b>	<b>\$11,461,174</b>	5%

**Net Result**

<b>\$601,387</b>	<b>\$601,387</b>	<b>(\$100,356)</b>	
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**"Traffic Lights" Colour Coding:**

For the purposes of identifying "material variances" under Local Government (Financial Management) Regulation 34, the Council has defined a formula in Council Policy 2.1.6 (see also Variance Report in these Statements). To simplify this reporting, a traffic light system is used in the variance column of the Statement of Comprehensive Income and the Rate Setting Statement, as follows:

**Revenue:**

Green = Actual Revenue is greater than Year-to-Date budgeted revenue

Red = Variance between Actual Revenue and Year-to-Date budget is greater than 10% (lower)

**Expenditure:**

Green = Actual Expenditure is less than Year-to-Date budgeted expenditure

Red = Variance between Actual Expenditure and Year-to-Date budget is greater than 10% (higher)



**SHIRE OF KOJONUP**  
**Statement of Comprehensive Income - by Nature & Type**  
**For the period ending 30 June 2022**

**1(b) SOCI - BY NATURE & TYPE**

	More Info Page #	2021/2022 Budget \$	2021/2022 YTD Budget \$	2021/2022 Actual \$	Variance
<b>Revenues from Ordinary Activities</b>					
Rates	16	(\$4,223,477)	(\$4,223,477)	(\$4,244,756)	1%
Grants and Subsidies		(\$2,259,627)	\$ (2,259,627)	(\$3,394,719)	50%
Contributions Reimbursements & Donations		(\$211,214)	\$ (211,214)	(\$204,458)	-3%
Service Charges		\$0	\$ -	\$0	
Fees and Charges		(\$1,450,662)	\$ (1,450,662)	(\$1,365,190)	-6%
Interest Earnings		(\$50,848)	\$ (50,848)	(\$40,717)	-20%
Other Revenue		(\$336,783)	\$ (336,783)	(\$486,664)	45%
		<u>(\$8,532,611)</u>	<u>(\$8,532,611)</u>	<u>(\$9,736,503)</u>	
<b>Expenses from Ordinary Activities</b>					
Employee Costs		\$4,499,646	\$ 4,499,646	\$4,801,960	7%
Materials and Contracts		\$1,318,380	\$ 1,318,380	\$2,173,558	65%
Utilities		\$291,950	\$ 291,950	\$349,845	20%
Depreciation		\$3,475,062	\$ 3,475,062	\$3,546,351	2%
Interest Expenses		\$53,048	\$ 53,048	\$67,284	27%
Insurance		\$345,471	\$ 345,471	\$370,354	7%
Other Expenditure		\$819,648	\$ 819,648	\$134,842	-84%
		<u>\$10,803,205</u>	<u>\$10,803,205</u>	<u>\$11,444,195</u>	
<b>Sub-Total</b>		<u>\$2,270,595</u>	<u>\$2,270,595</u>	<u>\$1,707,691</u>	
Grants and Subsidies - non-operating		(\$2,956,482)	\$ (2,956,482)	(\$1,578,098)	-47%
Profit on Asset Disposals		(\$33,000)	\$ (33,000)	(\$29,238)	-11%
Loss on Asset Disposals		\$117,500	\$ 117,500	\$0	-100%
<b>NET RESULT</b>		<u><u>(\$601,387)</u></u>	<u><u>(\$601,387)</u></u>	<u><u>\$100,356</u></u>	



**SHIRE OF KOJONUP**  
**Rate Setting Statement**  
For the period ending 30 June 2022

**1(c) RATE SETTING STATEMENT**

	More Info Page #	2021/2022 Budget	2021/2022 YTD Budget	2021/2022 Actual	Variance
<b>Net Result from Operations:</b>		<b>\$601,387</b>	<b>\$601,387</b>	<b>(\$100,356)</b>	
<i>Less</i> Non-Operating Grants		(\$2,956,482)	(\$2,956,482)	(\$1,578,098)	
<b>Non Cash Items Written Back</b>					
(Profit)/Loss on Asset Disposals		\$84,500	\$84,500	(\$29,238)	-135%
(Increase)/decrease in Deferred Rates		\$0	\$0	(\$19,130)	
Increase/(decrease) in Accrued Interest		\$0	\$0	\$14,537	
Change in Provision for Doubtful Debts		\$2,000	\$0	\$0	
Movement in Employee Benefits Current				\$16,586	
Movement in Employee Benefits Non-Current				(\$23,809)	
Movement in LG House Unit Trust				(\$4,996)	
Movement in Springhaven Bonds				\$147,855	
Movement in Springhaven Bonds - Noncurrent				(\$640)	
Movement in contract liabilities		\$0	\$0	\$89,857	
Depreciation on Assets		\$3,475,062	\$3,475,062	\$3,546,351	2%
<b>CASH PROVIDED BY OPERATIONS</b>		<b>\$1,206,467</b>	<b>\$1,204,467</b>	<b>\$2,058,920</b>	
<b>CAPITAL INVESTMENT</b>					
<b>Capital Revenue</b>					
Non-Operating Grants		\$2,956,482	\$2,956,482	\$1,578,098	
Proceeds from Disposal of Assets	36	\$319,000	\$319,000	\$251,659	-21%
		<b>\$3,275,482</b>	<b>\$3,275,482</b>	<b>\$1,829,757</b>	
<b>Capital Expenditure</b>					
Land Held for Resale	11-12	\$616,832	\$616,832	\$386,078	-37%
Land and Buildings	11-12	\$1,609,442	\$1,609,442	\$959,549	-40%
Infrastructure	11-12	\$5,114,362	\$5,114,362	\$4,084,572	-20%
Plant and Equipment	11-12	\$1,080,075	\$1,080,075	\$742,193	-31%
Furniture and Equipment	11-12	\$89,800	\$89,800	\$84,935	-5%
		<b>\$8,510,511</b>	<b>\$8,510,511</b>	<b>\$6,257,327</b>	-26%
<b>CASH REQUIRED FOR CAPITAL INVESTMENT</b>		<b>(\$5,235,029)</b>	<b>(\$5,235,029)</b>	<b>(\$4,427,569)</b>	
<b>FINANCING ACTIVITIES</b>					
<b>Loans</b>					
Repayment of Debentures	17	\$254,654	\$254,654	\$255,020	0%
Proceeds from New Debentures	17	(\$2,786,833)	(\$2,786,833)	(\$2,586,078)	-7%
Self-Supporting Loan Principal Income	17	\$0	\$0	\$0	
<b>Fund Transfers</b>					
Transfers to Reserves	13	\$1,013,515	\$1,013,515	\$1,006,355	-1%
Transfers from Reserves	13	(\$1,290,907)	(\$1,290,907)	(\$673,475)	-48%
Transfer from Springhaven Reserve	13	\$0	\$0	(\$782,145)	
Transfer to Springhaven Reserve	13	\$0	\$0	\$930,000	
Transfer from Restricted Monies	37	(\$223,749)	(\$223,749)	\$0	
Transfer to Restricted Monies	37	\$0	\$0	\$0	
<b>CASH PROVIDED BY FINANCING ACTIVITIES</b>		<b>\$3,033,320</b>	<b>\$3,033,320</b>	<b>\$1,850,323</b>	



**SUMMARY:**

<b>SURPLUS/(DEFICIT) 1st JULY</b>		\$1,001,992	\$1,033,480
Cash Provided by Operations		\$1,206,467	\$2,058,920
Cash Required for Capital Investment		(\$5,235,029)	(\$4,427,569)
Cash Provided through Financing Activities		\$3,033,320	\$1,850,323
<b>CLOSING SURPLUS OR (DEFICIT)</b>	<b>7</b>	<b>\$6,750</b>	<b>\$515,153</b>

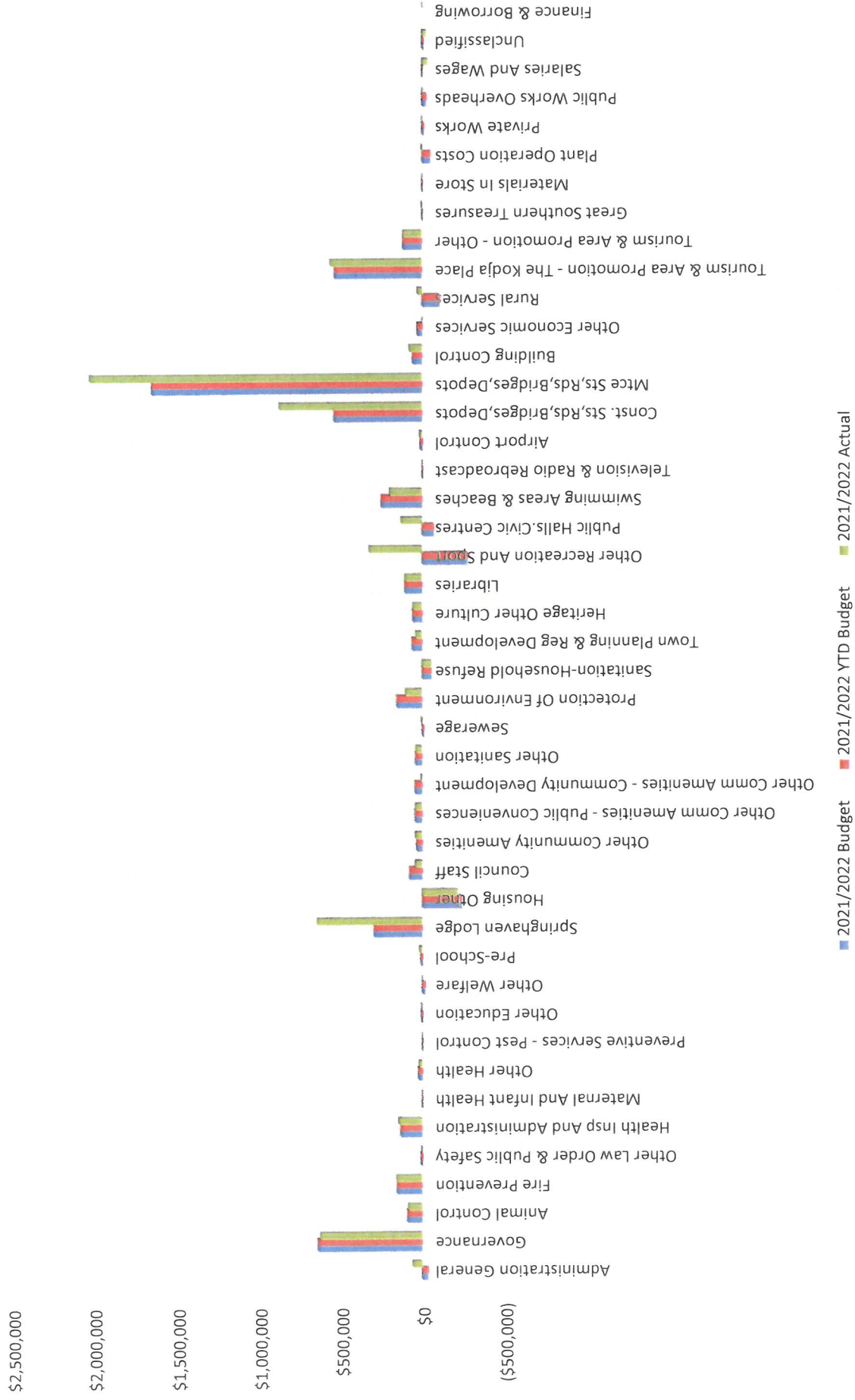
**SHIRE OF KOJONUP**  
**Representation of Surplus or Deficit**  
**For the period ending 30 June 2022**

	More Info Page #	2021/2022 Budget	2021/2022 Actual \$	Same Time Last Year \$
<b>1(d) SURPLUS / (DEFICIT) REPRESENTED BY:</b>				
<b><u>Comprises:</u></b>				
Cash - Unrestricted		\$ 150,000	\$ 1,443,625	
Cash - Restricted Cash (see Note 10)		\$ -	\$ 36,739	
Cash - Restricted Reserves	13	\$ 3,280,091	\$ 4,019,915	
Cash - On Hand (Floats)		\$ 640	\$ 640	
Stock on Hand		\$ 8,000	\$ 20,905	
Sundry Debtors	16	\$ 300,000	\$ 315,323	
Rates Debtors - Current	16	\$ 330,000	\$ 408,216	
Other Debtors		\$ 5,000	\$ 86,529	
<b><u>Less:</u></b>				
Sundry Creditors		\$ (713,640)	\$ (369,737)	
Tax Owed or (Payable)		\$ (10,000)	\$ (159,400)	
Builders Retention		\$ (30,000)	\$ (105,265)	
RAAP Grant (Creditor)		\$ -	\$ (159,378)	
Grants/Contrib Carried as Liabilities (AASB15)		\$ -	\$ (853,187)	
Payables and Provisions		\$ (40,000)	\$ (149,859)	
<b><u>Add Back:</u></b>				
Cash Reserves	13	\$ (3,280,091)	\$ (4,019,915)	
Restricted Cash (see Note 10)		\$ -		
Adjustments			\$ 1	
<b>CLOSING SURPLUS OR (DEFICIT)</b>		<b>\$ -</b>	<b>\$ 515,153</b>	<b>\$ 225,751</b>

The "cash" figures shown above are all held in transaction style bank accounts, with the exception of:

Cash - Restricted Reserves	Term Deposit Maturing	\$ -
		\$ -

# Net Cost per Sub-Program (Excluding General Purpose Funding)



**SHIRE OF KOJONUP**  
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For the period ending 30 June 2022

**2. VARIANCE REPORT**

**Variance Reporting Requirements**

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Rate Setting Statement (from the adopted Budget) for each months financial statements. The information contained within the 'Municipal Fund Summary' on pages 1 to 4 of these financial statements contains all of the information provided within the 'Rate Setting Statement' and therefore any material variances on these pages will be reported below.

**Defining a 'Material Variance'**

The Local Government (Financial Management) Regulation 34 (5) states that "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances." The Shire's policy 2.1.6, 'Material Variances' states:

For the purposes of identifying "material variances" under Local Government (Financial Management) Regulation 34, the following formula shall be used:

$$\frac{\text{Year-to-Date Actual}}{\text{Year-to-Date Budget}} - 100\%$$

Material variances to be reported when exceeding 10%, and a minimum of \$10,000, of the items contained within the rate setting statement.

**Variances Reported:**

	YTD Budget	Actual	Variance %	Difference \$'s	Category	Comments
<u>Operating Revenue</u>						
Recreation and Culture	\$ (1,346,807)	\$ (621,589)	-54%	\$ (725,218)	Timing	Grant revenue for major capital projects matches expenditure milestones and acquittal requirements.
Transport	\$ (1,371,969)	\$ (1,078,072)	-21%	\$ (293,897)	Timing	Some jobs have been carried over to 2022/2023
Economic Services	\$ (366,432)	\$ (233,435)	-36%	\$ (132,997)	Timing	Grant revenue for drought funding capital projects matches expenditure milestones and acquittal requirements.
<u>Operating Expenditure</u>						
Governance	\$ 640,940	\$ 721,812	13%	\$ (80,872)	Timing	Administration Overheads appear under-allocated as this process needs to be re-run.
Other Property and Services	\$ 158,232	\$ 198,653	26%	\$ (40,421)	Timing	Public Works Overheads & Plant Overheads are under allocated due to staff shortages in the works & services department.

**Variances Reported:**

		YTD Budget		Actual	Variance % Difference \$'s		Category	Comments
<u>CAPITAL INVESTMENT</u>								
Proceeds from Disposal of Assets	\$	(319,000)	\$	(251,659)	-21%	\$ (67,341)	Timing	Plant & vehicle trade-ins occur with the purchase of new plant not at an even amount per month.
<u>FINANCING ACTIVITIES</u>								
Proceeds from New Debentures	\$	(2,786,833)	\$	(2,586,078)	-7%	\$ (200,755)	Timing	The full budgeted amount for the Katanning RD subdivision was not borrowed.
Transfers to Reserves	\$	1,013,515	\$	1,006,355	-1%	\$ 7,160	Permanent	All transfers to and from the Municipal Account and Reserve Account have taken place.
Transfers from Reserves	\$	(1,290,907)	\$	(673,475)	-48%	\$ (617,432)	Timing	Transfers from reserve accounts are linked to the funding of major projects and only occur to match expenditure incurred.



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**3. PROGRESS OF THE CAPITAL PROGRAM/SMART IMPLEMENTATION**

COA	Description	Resp. Officer	Asset Class	Asset Invest. Type	2021/2022 Total Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b>Governance</b>							
C137	ICT Plan Implementation	MCCS	Furn & Equip.	New	\$11,800	\$11,816	100%
C370	Town WiFi & Digital Signage	MCCS	Plant & Equip.	New	\$0	\$0	
C400	Shire Admin Centre - Grounds Upgrade	BMC	Infrastructure	Upgrade	\$8,000	\$7,273	91%
C164	Records Management - Software		Furn & Equip.	New	\$0	\$1,000	#DIV/0!
C191	Shire Admin Centre - Building Renewal/Improvement	BMC	Land & Build.	Asset Renewal	\$25,000	\$15,011	60%
					<b>\$44,800</b>	<b>\$35,100</b>	<b>78%</b>
<b>Law, Order and Public Safety</b>							
C138	Bush Fire Repeater Station	MRS	Infrastructure	New	\$109,767	\$20,264	18%
					<b>\$109,767</b>	<b>\$20,264</b>	<b>18%</b>
<b>Education &amp; Welfare</b>							
C107	Playgroup/Toy Library	BMC	Land & Build.	Asset Renewal	\$13,500	\$13,720	102%
					<b>\$13,500</b>	<b>\$13,720</b>	<b>102%</b>
<b>Housing</b>							
C150	GSHI - Key Worker	MCCS	Land & Build.	New	\$59,847	\$83,452	139%
C365	GSHI - Government Regional Officers	MCCS	Land & Build.	New	\$58,890	\$79,667	135%
C149	GSHI - Aged Units	MW&S	Land & Build.	New	\$0	\$0	
C157	Staff - 15 Loton Close	BMC	Land & Build.	New	\$33,000	\$35,363	107%
C156	Staff - 30 Katanning Road	MRS	Land & Build.	Upgrade	\$0	\$200	
C140	Staff - 34 Katanning Road	MRS	Land & Build.	Upgrade	\$150,000	\$0	0%
C141	Staff - 39 Vanzuilecom Street	MRS	Land & Build.	Upgrade	\$150,000	\$0	0%
C143	Staff - Newton Street Units	BMC	Land & Build.	Asset Renewal	\$12,000	\$7,771	65%
C142	Staff - Lot 8 Soldier Rd	BMC	Land & Build.	Asset Renewal	\$5,000	\$2,586	52%
C147	Springhaven Lodge - Furniture	MACS	Furn & Equip.	New	\$10,000	\$4,704	47%
C195	Springhaven Lodge - Building	MACS	Land & Build.	Asset Renewal	\$44,000	\$38,400	87%
C427	Springhaven Lodge - Building ACAR Grant	MACS	Land & Build.	Asset Renewal	\$285,000	\$0	0%
C313	Jean Sullivan Units - Building Renewal	BMC	Land & Build.	Upgrade	\$10,000	\$0	0%
C145	ILU's - Building Renewal	BMC	Land & Build.	Asset Renewal	\$12,000	\$5,207	43%
					<b>\$829,737</b>	<b>\$257,351</b>	<b>31%</b>
<b>Community Amenities</b>							
C407	Refuse Site Development	MW&S	Infrastructure	Upgrade	\$30,521	\$928	3%
C355	Street Furniture	MW&S	Infrastructure	New	\$40,000	\$25,581	64%
					<b>\$70,521</b>	<b>\$26,508</b>	<b>38%</b>
<b>Recreation and Culture</b>							
C198	Historic Buildings	BMC	Land & Build.	Asset Renewal	\$12,000	\$0	0%
C428	Sub-division - Harness Display Shed	MRS	Land & Build.	New	\$12,000	\$0	0%
C199	Memorial Hall	BMC	Land & Build.	Asset Renewal	\$69,018	\$68,642	99%
C315	Memorial Hall - Furniture	BMC	Furn & Equip.	New	\$10,000	\$9,091	91%
C408	Harrison Place Toilets & Park	MW&S	Land & Build.	Upgrade	\$627,387	\$582,832	93%
7104	Swimming Pool - Shade	BMC	Infrastructure	New	\$6,000	\$5,450	91%
C429	Swimming Pool - Half Court Basketball	MCCS	Infrastructure	New	\$15,000	\$12,382	83%
C409	Swimming Pool - New Fence Eastern Boundary	BMC	Infrastructure	Upgrade	\$80,000	\$0	0%
C274	Sporting Complex - Netball Court Resurface & Roof	MCCS	Infrastructure	Asset Renewal	\$1,896,566	\$1,719,980	91%
C410	Sporting Complex - New Lights Upper Oval	MCCS	Infrastructure	Asset Renewal	\$264,482	\$226,738	86%
C411	Sporting Complex - Playground & Outdoor Gym	MCCS	Infrastructure	New	\$550,521	\$375,102	68%
C430	Sporting Complex - Audio/Visual	MCCS	Furn & Equip.	New	\$58,000	\$58,324	101%
C185	Contribution to Golf Club Building Upgrades	MCCS	Land & Build.	Upgrade	\$17,000	\$16,227	95%
C412	Kojonup Park Drainage & Car Park & RV Area	MW&S	Infrastructure	Upgrade	\$0	\$0	
C413	Trails Development	MCCS	Infrastructure	New	\$54,676	\$20,790	38%
					<b>\$3,672,650</b>	<b>\$3,095,558</b>	<b>84%</b>
<b>Transport</b>							

### 3. PROGRESS OF THE CAPITAL PROGRAM/SMART IMPLEMENTATION

COA	Description	Resp. Officer	Asset Class	Asset Invest. Type	2021/2022 Total Budget	2021/2022 YTD Actuals	% of Annual Budget
							100%
C174	Footpath Capital Improvement Program	MW&S	Infrastructure	Upgrade	\$38,000	\$36,343	96%
C216	Street Kerbing Renewal - Townsite	MW&S	Infrastructure	Upgrade	\$25,000	\$437	2%
C433	Footpaths - Albany Hwy Pram Ramps	MW&S	Infrastructure	Upgrade	\$20,000	\$0	0%
C434	Spring Street	MW&S	Infrastructure	Asset Renewal	\$200,000	\$145,797	73%
C414	Reconstruct - Kojonup - Frankland Road	MW&S	Infrastructure	Asset Renewal	\$117,786	\$98,412	84%
C246	Widening - Kojonup Darkan Rd (Road Safety Grant)	MW&S	Infrastructure	Upgrade	\$0	\$0	

### 3. PROGRESS OF THE CAPITAL PROGRAM/SMART IMPLEMENTATION

COA	Description	Resp. Officer	Asset Class	Asset Invest. Type	2021/2022 Total Budget	2021/2022 YTD Actuals	% of Annual Budget
							100%
C417	Widening - Shamrock Road	MW&S	Infrastructure	Upgrade	\$124,850	\$128,106	103%
C436	Widening - Shamrock Road	MW&S	Infrastructure	Upgrade	\$450,000	\$338,771	75%
C247	Widening - Kojonup Frankland Rd	MW&S	Infrastructure	Upgrade	\$0	\$885	
C248	Widening - Broomehill Kojonup Road	MW&S	Infrastructure	Upgrade	\$120,000	\$2,057	2%
C171	Bitumen Reseal - Boscabel Road	MW&S	Infrastructure	Asset Renewal	\$100,000	\$103,682	104%
C319	Bitumen Reseal - Kojonup Frankland Road	MW&S	Infrastructure	Asset Renewal	\$88,928	\$90,635	102%
C321	Bitumen Reseal - Broomehill Kojonup Road	MW&S	Infrastructure	Asset Renewal	\$87,571	\$98,271	112%
C418	Seal - Mather Road	MW&S	Infrastructure	Asset Renewal	\$150,000	\$152,359	102%
C419	Seal - Hillier Road	MW&S	Infrastructure	Asset Renewal	\$215,559	\$210,836	98%
C245	Soldier Road - Drainage & Kerbing	MW&S	Infrastructure	Upgrade	\$70,000	\$71,040	101%
C252	Drainage Renewal - Townsite	MW&S	Infrastructure	Asset Renewal	\$0	\$0	
C421	Floodway Repair - Riverdale Road	MW&S	Infrastructure	Asset Renewal	\$80,000	\$86,411	108%
C361	Signage - Upgrades	MW&S	Infrastructure	Upgrade	\$0	\$0	
					<b>\$1,887,694</b>	<b>\$1,564,040</b>	<b>83%</b>
<b>Transport - Plant Purchases</b>							
7604	Purchase of Plant & Equipment	MW&S	Plant & Equip.	New	\$1,080,075	\$742,193	69%
					<b>\$1,080,075</b>	<b>\$742,193</b>	<b>69%</b>
<b>Economic Services</b>							
C177	The Kodja Place - Capital Renewal/Improvement	BMC	Land & Build.	Asset Renewal	\$6,000	\$2,508	42%
C435	The Kodja Place - Rose Maze	SH	Infrastructure	Asset Renewal	\$23,500	\$18,075	77%
C054	Promotional Signage at Airport	MCCS	Infrastructure	New	\$30,000	\$0	0%
C424	Muradup Standpipe	MCCS	Infrastructure	Upgrade	\$50,000	\$48,224	96%
C425	Quin Quin Retarding Basins	MW&S	Infrastructure	New	\$50,000	\$25,918	52%
C261	Blackwood Road Dam	MW&S	Infrastructure	New	\$17,635	\$13,829	78%
C310	Subdivision Expenses	CEO	Land for Resale	Upgrade	\$616,832	\$386,078	63%
					<b>\$793,967</b>	<b>\$494,632</b>	<b>62%</b>
<b>Other Property &amp; Services</b>							
	Stockpile Area	MW&S	Infrastructure	Asset Renewal	\$0	\$0	
C423							
	Chemical Shed - Replacement/Upgrade	SH	Land & Build.	Asset Renewal	\$7,800	\$7,961	102%
C286					<b>\$7,800</b>	<b>\$7,961</b>	<b>102%</b>
<b>Total Capital Expenditure</b>					<b>\$8,510,511</b>	<b>\$6,257,327</b>	<b>74%</b>

<b>SUMMARIES:</b>			
Land Held for Resale	\$616,832	\$386,078	63%
Land & Buildings	\$1,609,442	\$959,549	60%
Infrastructure	\$5,114,362	\$4,084,572	80%
Plant & Equipment	\$1,080,075	\$742,193	69%
Furn & Equipment	\$89,800	\$84,935	95%
	<b>\$8,510,511</b>	<b>\$6,257,327</b>	<b>74%</b>
At No Cost	\$0	\$0	
Asset Renewal	\$3,715,710	\$3,113,001	84%
New Asset	\$2,207,211	\$1,524,925	69%
Upgrading Asset	\$2,587,590	\$1,619,400	63%
	<b>\$8,510,511</b>	<b>\$6,257,327</b>	<b>74%</b>
Chief Executive Officer	\$616,832	\$386,078	63%
Manager Corporate & Community Services	\$3,066,782	\$2,652,702	86%
Manager Works & Services	\$3,733,312	\$2,955,321	79%
- Senior Horticulturalist	\$31,300	\$26,036	83%
Manager Regulatory Services	\$421,767	\$20,464	5%
- Building Maintenance Coordinator	\$301,518	\$172,622	57%
Manager Aged Care Services	\$339,000	\$43,104	13%
	<b>\$8,510,511</b>	<b>\$6,256,327</b>	<b>74%</b>



## SHIRE OF KOJONUP

## MONTHLY FINANCIAL STATEMENTS

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## 4. RESERVES

	Opening Balance 1 July 2021		Transfer from Reserve		Transfer to Reserve		Interest Earned		Closing Balance	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	30-Jun-22 Budget	30-Jun-22 Actual
Employee Leave	\$ 225,393	\$ 225,393			\$ 10,000	\$ 10,000	\$ 563	\$ 257	\$ 235,956	\$ 235,650
Shire Office/Library Building Upgrade & Renewal	\$ 1,007	\$ 1,007					3	-	\$ 1,010	\$ 1,007
Bushfire Communications	\$ 109,492	\$ 109,492	\$ (109,767)	\$ (\$20,264)			275	118	\$ 0	\$ 89,346
Community Grant Scheme	\$ 9,735	\$ 9,735					24	11	\$ 9,759	\$ 9,745
Day Care Building Maintenance	\$ 12,051	\$ 12,051			\$ 2,700	\$ 2,700	30	14	\$ 14,781	\$ 14,766
Spencer St Youth Precinct	\$ 11,245	\$ 11,245			\$ 20,000	\$ 20,000	28	24	\$ 31,273	\$ 31,270
Springhaven Lodge Bonds	\$ 2,047,145	\$ 2,047,145		\$ (\$782,145)		\$ 930,000		-	\$ 2,047,145	\$ 2,195,000
Springhaven Building Upgrade & Renewal	\$ 18	\$ 18	\$ (5,000)				5,118	2,147	\$ 136	\$ 2,165
Springhaven Equipment	\$ 6,489	\$ 6,489			\$ 10,000	\$ 10,000	16	14	\$ 16,505	\$ 16,503
Low Income Housing	\$ 67,408	\$ 67,408	\$ (10,000)		\$ 16,700		169	16,075	\$ 74,277	\$ 83,483
Independent Living Units	\$ 38,324	\$ 38,324	\$ (12,000)		\$ 127,800		96	119,844	\$ 154,220	\$ 158,168
Benn Parade Multi-Facility	\$ 14,289	\$ 14,289					36	13	\$ 14,325	\$ 14,301
Townscape	\$ 25,333	\$ 25,333	\$ (20,000)		\$ 30,000	\$ 30,000	63	(5,531)	\$ 35,396	\$ 49,801
Landfill Waste Management	\$ 55,304	\$ 55,304	\$ (30,521)		\$ 25,664	\$ 25,664	138	(921)	\$ 50,585	\$ 80,047
Energy Efficiency	\$ 4,130	\$ 4,130	\$ (4,140)	\$ (\$4,134)			10	4	\$ 0	\$ 0
Natural Resource Management	\$ 111,578	\$ 111,578	\$ (101,700)		\$ 60,000	\$ 60,000	279	(74,148)	\$ 70,157	\$ 97,430
RSL Hall Building Renewal	\$ 10,289	\$ 10,289					26	11	\$ 10,315	\$ 10,301
Memorial & Lesser Hall Upgrade & Renewal	\$ 12,118	\$ 12,118	\$ (35,000)		\$ 30,000	\$ 30,000	30	29	\$ 7,148	\$ 7,146
Sporting Complex Building Upgrade & Renewal	\$ 1,049	\$ 1,049					3	30	\$ 1,052	\$ 1,080
Sporting Facility	\$ 78,120	\$ 78,120	\$ (98,300)		\$ 20,000	\$ 20,000	195	67	\$ 15	\$ 62,737
Netball Court Resurfacing	\$ 1,007	\$ 1,007					3	-	\$ 1,010	\$ 1,007
Playground & Parks	\$ 10,009	\$ 10,009			\$ 10,000	\$ 10,000	25	18	\$ 20,034	\$ 20,027
The Spring	\$ 1,007	\$ 1,007			\$ 15,000	\$ 15,000	3	11	\$ 16,010	\$ 16,018
Trails Network Construction	\$ 1,007	\$ 1,007			\$ 5,000	\$ 5,000	3	2	\$ 6,010	\$ 6,009
Swimming Pool	\$ 20,433	\$ 20,433			\$ 20,000	\$ 20,000	51	36	\$ 40,484	\$ 40,469
Economic Development	\$ 88,409	\$ 88,409	\$ (30,000)				221	98	\$ 58,630	\$ 88,507
Land Acquisition and Development	\$ 37,247	\$ 37,247	\$ (30,000)				93	41	\$ 7,340	\$ 37,289
Saleyards	\$ 39,511	\$ 39,511	\$ (38,400)				99	44	\$ 1,210	\$ 39,555
The Kodja Place Building Upgrade & Renewal	\$ 9,611	\$ 9,611	\$ (5,000)	\$ (\$2,000)	\$ 10,000	\$ 10,000	24	17	\$ 14,635	\$ 17,628
The Kodja Place Master Plan Implementation	\$ -	\$ -			\$ 10,000	\$ 10,000	-	7	\$ 10,000	\$ 10,007
Plant Replacement	\$ 489,415	\$ 489,415	\$ (761,079)		\$ 581,800		1,224	93,033	\$ 311,360	\$ 582,448
Works Depot Building Upgrade & Renewal	\$ 1,006	\$ 1,006					3	-	\$ 1,009	\$ 1,006
<b>Total Cash Backed Reserves</b>	<b>\$3,539,179</b>	<b>\$3,539,179</b>	<b>\$ (\$1,290,907)</b>	<b>\$ (\$878,993)</b>	<b>\$1,004,664</b>	<b>\$1,208,364</b>	<b>\$8,851</b>	<b>\$151,364</b>	<b>\$3,261,787</b>	<b>\$4,019,915</b>

All of the above reserve accounts are supported by money held in financial institutions.

Community Grant Scheme reserve includes \$6,000 of Shire Funds for Kojonup Theatrical Society Memorial Hall Upgrade Project and \$3,000 Donation from the Kojonup Theatrical Society for this project.

Netball Court Resurfacing reserve required under grant funding agreement signed in 2020 for Netball Court Reconstruction project.

**SHIRE OF KOJONUP**  
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**4. RESERVES (Cont..)**

The purpose for which the reserve accounts have been established are as follows:

Employee Leave Reserve

- to be used to fund annual and long service leave requirements.

Shire Office/Library Building Upgrade & Renewal

To be used for major upgrade and capital renewal of the Shire Administration Centre and library buildings;

Bushfire Communications Reserve

- To construct and maintain critical bushfire communication infrastructure.

Community Grant Scheme

- To finance community grant scheme rounds and to financially manage larger community grants that may extend over more than one financial year.

Day Care Building Maintenance

For the expenditure of major building maintenance items on the Kojonup Day Care Centre building, corner of Elverd and Honner Streets, Kojonup. Annual rent paid by the tenant is deposited into this account.

Spencer St Youth Precinct

- to fund planning & construction of a skate park, pump track and youth centre at the Spencer Street site.

Springhaven Lodge Bonds

- to cash back refundable bonds paid by residents of the facility.

Springhaven Building Upgrade & Renewal Reserve

- to be used for major upgrade and capital renewal of Springhaven facility buildings

Springhaven Equipment

To fund the replacement of major equipment and appliances at Springhaven Frail Aged Lodge.

Low Income Housing Reserve

- to be used for major maintenance of Jean Sullivan Units. All operating profit is to be transferred to this reserve in accordance with the joint venture agreement

Independent Living Units

- To transfer operating profits from Loton Close units to this reserve to fund major maintenance and future asset replacement.

Benn Parade Multi-Facility

To fund the co-location of Historical Society, Men's Shed and Kojonup Tourist Railway facilities to the Benn Parade Railway Precinct.

Townscape

To fund major townscape improvements to the Kojonup Town Centre.

Landfill Waste Management Reserve

- to be used for future upkeep, maintenance, expansion, post closure activities and or reclamation of the Shire's waste management facilities. 10% of rubbish bin charges are to be allocated to this reserve annually.

Energy Efficiency Reserve

- established to fund energy efficiency initiatives within the Shire's operations. 50% of any savings resulting from expenditure of this reserve account is to be transferred back into the reserve.

**SHIRE OF KOJONUP**  
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**4. RESERVE DEFINITIONS (Cont..)**

Natural Resource Management

- For the Shire of Kojonup to progress the following projects:-

1. Bridal Creeper and tagasaste Eradication program.
2. Managing water resources including water harvesting and re-use opportunities in the Shire for the use in Kojonup parks and reserves during summer.
3. Undertake weed management and planting of native trees and shrubs in conjunction with Schools, Kojonup Aboriginal Corporation and community groups within identified Reserves such as:
  - a) Myrtle Benn, Farrar and Quin Quin;
  - b) Showground's area; and
  - c) Blackwood Road arboretum.

to improve bio diversity, fauna habitat and natural resource management outcomes.

RSL Hall Building Renewal

To fund major refurbishment and/or re-purposing of the Kojonup RSL Hall.

Memorial & Lesser Hall Upgrade & Renewal

- to be used for major upgrade and capital renewal of the Memorial and Lesser Hall buildings.

Sporting Complex Building Upgrade & Renewal

To be used for major upgrade and capital renewal of the Sporting Complex Building;

Sporting Facility Reserve

- to fund Council contribution to CSRFF Funding grants or to fund construction or renewal of Shire sporting facilities.

Netball Court Resurfacing

- to fund the future replacement of the netball court playing surfaces.

Playground & Parks

- to be used for the asset renewal and upgrade of major playground equipment and park infrastructure.

The Spring

To be used for major capital upgrades and improvements at the Kojonup Spring area;

Trails Network Construction

To be used to construct recreational trails within the Shire of Kojonup in accordance with the Great Southern Trails Master Plan and the Shire of Kojonup Trails Plan;

Swimming Pool

To fund major refurbishment and/or asset replacement of the Kevin O'Halloran Memorial Swimming Pool.

Economic Development Reserve

- to be used for the advancement of economic development within the Shire of Kojonup, specifically to fund outcomes within Key Pillar 4 - 'Prosperity' and Key Pillar 5 - 'Digital' within 'Smart Possibilities' the Kojonup Community Strategic Plan.

Land Acquisition & Development

- To fund the purchase of land, sub-division expenses and receipt sub-division sales revenue.

Saleyards

The profit or loss from annual operations to be transferred to this account to fund major refurbishment and/or asset renewal of the Kojonup Saleyards.

The Kodja Place Building Upgrade & Renewal

- to be used for major upgrade and capital renewal of The Kodja Place buildings.

Plant Replacement Reserve

- to smooth funding allocations over financial years for the purchase of major plant items.

Works Depot Building Upgrade & Renewal

To be used for major upgrade and capital renewal of the Works & Services Depot buildings;

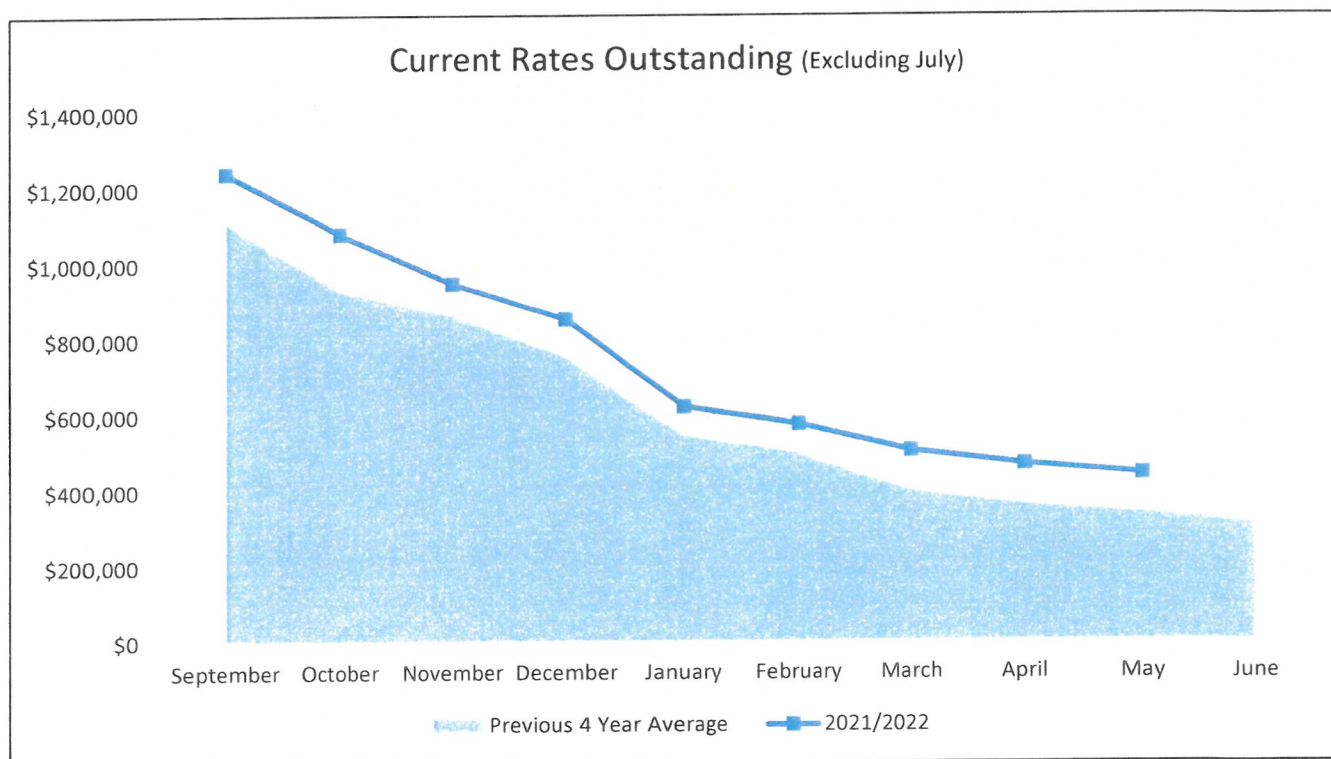


**SHIRE OF KOJONUP**  
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**5. RATES & SUNDRY RECEIVABLES**

**Rates:**

	1-Jul-21	Levy for 2020/2021	Collectable	Received	Outstanding
Property Rates	\$ 219,782	\$ 4,243,355	\$ 4,463,137	\$ (4,236,161)	\$ 226,976
Rubbish Charges	\$ 33,927	\$ 255,473	\$ 289,400	\$ (252,182)	\$ 37,218
Emergency Services Levy	\$ 17,024	\$ 1,333	\$ 18,357	\$ -	\$ 18,357
Instalment fee & Interest	\$ -	\$ 10,813	\$ 10,813	\$ (10,813)	\$ -
Penalty & ESL Interest	\$ 95,523	\$ 29,141	\$ 124,664	\$ (26,184)	\$ 98,481
Excess Rates	\$ (52,364)	\$ -	\$ (52,364)	\$ 11,103	\$ (41,261)
<b>Sub- Total</b>	<b>\$ 313,892</b>	<b>\$ 4,540,115</b>	<b>\$ 4,854,007</b>	<b>\$ (4,514,236)</b>	<b>\$ 339,771</b>
					7%
<b>OTHER ITEMS</b>					
Pensioner Rebates to claim	\$ 61,990	\$ -	\$ 61,990	\$ 6,455	\$ 68,445
	\$ 375,882				<b>\$ 408,216</b>
Pensioner Deferred Rates	\$ 77,752	\$ -	\$ 77,752	\$ (19,130)	\$ 96,883
<b>Total Outstanding</b>	<b>\$ 453,634</b>	<b>\$ 4,540,115</b>	<b>\$ 4,993,750</b>	<b>\$ (4,526,911)</b>	<b>\$ 505,099</b>



**Sundry Debtors:**

	30-Jun-19		30-Jun-22		Movement This FY
Credit Balance	\$ (11,277)		\$ (14,994)		
Current	\$ 2,139,977		\$ 159,619		\$ 1,980,358
30 - 60 days	\$ 35,840	2%	\$ 23,458	7%	\$ 12,382
60 - 90 days	\$ 7,498	0%	\$ 20,631	7%	\$ (13,133)
Greater than 90 days	\$ 57,715	3%	\$ 126,610	40%	\$ (68,894)
	<b>\$ 2,229,753</b>		<b>\$ 315,323</b>		

**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL STATEMENTS**  
For the period ending 30 June 2022

**LOANS**

Particulars	Loan #	Principal 1-Jul-21	New Loans		Principal Repayments		Interest Repayments		Principal Outstanding	
			Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Health</b>										
Medical Centre Donation	137	\$ 131,928	\$ -	\$ -	\$ 8,405	\$ 8,405	\$ 2,246	\$ 2,246	\$ 123,523	\$ 123,523
		<b>\$ 131,928</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,405</b>	<b>\$ 8,405</b>	<b>\$ 2,246</b>	<b>\$ 2,246</b>	<b>\$ 123,523</b>	<b>\$ 123,523</b>
<b>Housing</b>										
Bagg Street Accommodation	135	\$ 73,129			\$ 9,517	\$ 9,517	\$ 2,173	\$ 1,123	\$ 63,612	\$ 63,612
Aged Units - GSHI	139	\$ 40,269			\$ 9,892	\$ 9,892	\$ 442	\$ 442	\$ 30,377	\$ 30,377
Staff Housing - GSHI	140	\$ 914,071			\$ 58,234	\$ 58,234	\$ 15,563	\$ 15,563	\$ 855,837	\$ 855,837
GROH Housing - GSHI	138	\$ 1,043,456			\$ 109,398	\$ 109,398	\$ 14,633	\$ 14,633	\$ 934,058	\$ 934,059
Staff Housing - GSHI	144		\$ 55,000	\$ 55,000					\$ 55,000	\$ 55,000
GROH Housing - GSHI	145		\$ 55,000	\$ 55,000					\$ 55,000	\$ 55,000
Staff Housing Renovations	148		\$ 300,000	\$ 300,000					\$ 300,000	\$ 300,000
		<b>\$ 2,070,925</b>	<b>\$ 410,000</b>	<b>\$ 410,000</b>	<b>\$ 187,041</b>	<b>\$ 187,041</b>	<b>\$ 32,811</b>	<b>\$ 31,761</b>	<b>\$ 2,293,884</b>	<b>\$ 2,293,885</b>
<b>Recreation &amp; Culture</b>										
Sport Complex	134	\$ 232,212			\$ 16,344	\$ 16,344	\$ 11,272	\$ 5,736	\$ 215,868	\$ 215,868
Sport Complex Wall	136	\$ 81,552			\$ 9,502	\$ 9,502	\$ 1,576	\$ 1,576	\$ 72,050	\$ 72,050
Netball Courts & Roof	143	\$ -	\$ 1,390,000	\$ 1,390,000	\$ -	\$ -	\$ -	\$ -	\$ 1,390,000	\$ 1,390,000
Oval Lighting	142	\$ 255,000			\$ 23,872	\$ 23,872	\$ 3,616	\$ 3,616	\$ 231,128	\$ 231,128
Harrison PI Toilets & Park	146		\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000
		<b>\$ 568,764</b>	<b>\$ 1,790,000</b>	<b>\$ 1,790,000</b>	<b>\$ 49,718</b>	<b>\$ 49,718</b>	<b>\$ 16,464</b>	<b>\$ 10,927</b>	<b>\$ 2,309,046</b>	<b>\$ 2,309,046</b>
<b>Transport</b>										
Airstrip Lighting	141	\$ 146,800			\$ 9,490	\$ 9,490	\$ 1,528	\$ 2,177	\$ 137,310	\$ 136,944
		<b>\$ 146,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,490</b>	<b>\$ 9,856</b>	<b>\$ 1,528</b>	<b>\$ 2,177</b>	<b>\$ 137,310</b>	<b>\$ 136,944</b>
<b>Economic Services</b>										
Land Development	147		\$ 586,833	\$ 386,078	\$ -	\$ -	\$ -	\$ -	\$ 586,833	\$ 386,078
		<b>\$ -</b>	<b>\$ 586,833</b>	<b>\$ 386,078</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 586,833</b>	<b>\$ 386,078</b>
<b>Grand Total</b>		<b>\$ 2,918,417</b>	<b>\$ 2,786,833</b>	<b>\$ 2,586,078</b>	<b>\$ 254,654</b>	<b>\$ 255,020</b>	<b>\$ 53,049</b>	<b>\$ 47,111</b>	<b>\$ 5,450,596</b>	<b>\$ 5,249,475</b>

All debenture repayments are to be financed by general purpose revenue.

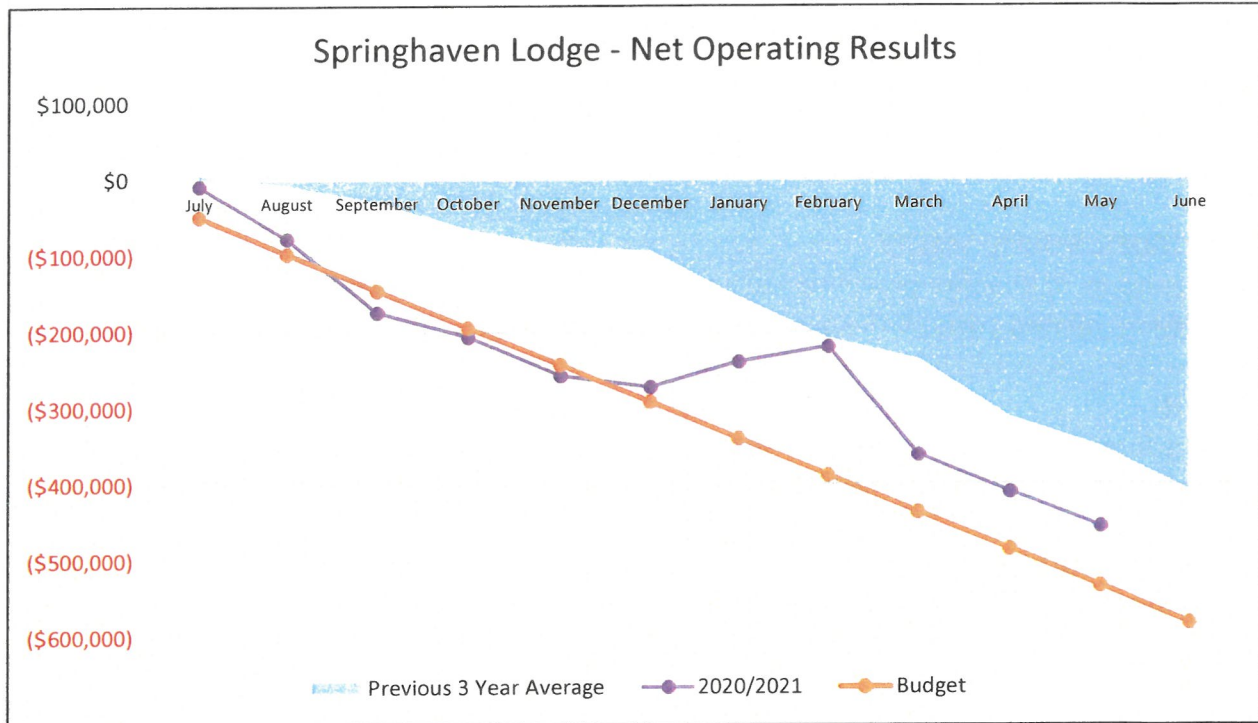


**Shire of Kojonup**  
**MONTHLY FINANCIAL STATEMENTS**  
**For the period ending 30 June 2022**

**7. MAJOR BUSINESS UNITS**

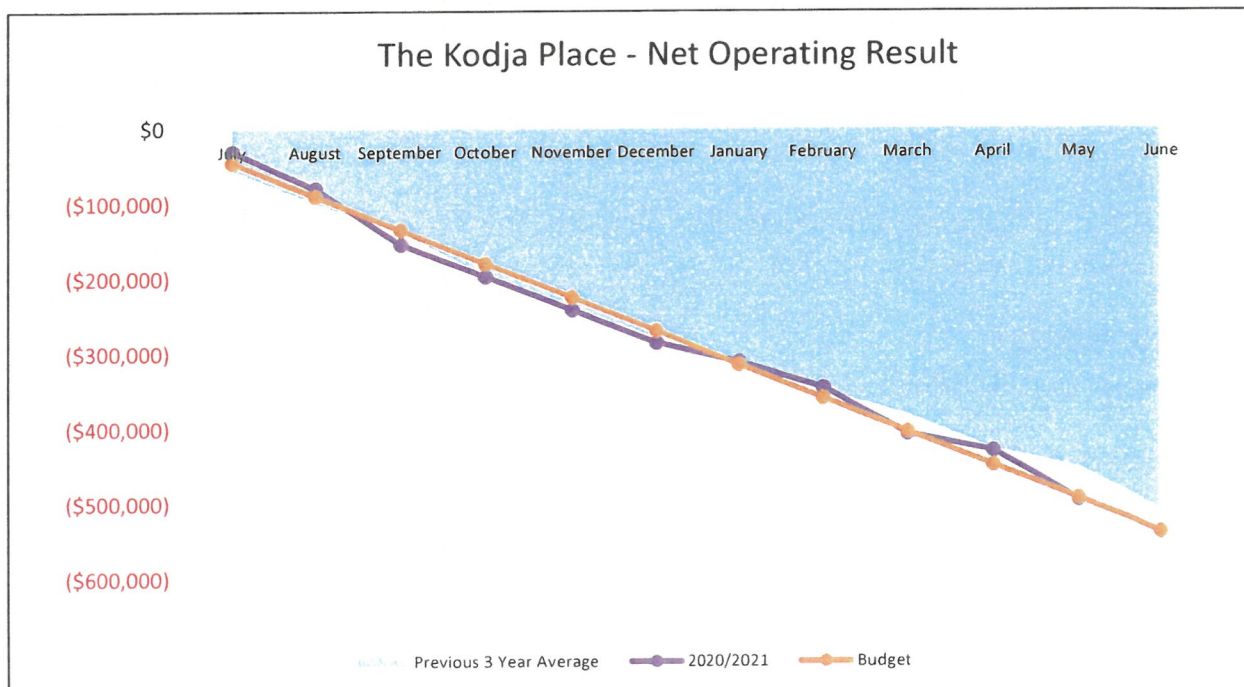
**Springhaven Lodge**

The Shire of Kojonup owns and operates a 22 bed aged accommodation hostel known as Springhaven Lodge. The following graph shows the operations of Springhaven Lodge (profit or loss) excluding any capital grants. There is also capital expenditure (p.12) and reserve accounts (p.16) associated with Springhaven Lodge.



**The Kodja Place Precinct**

The Shire of Kojonup owns and operates The Kodja Place precinct, a tourism, retail and cultural interpretive centre on Albany Highway. The following graph shows the operations of TKPP (profit or loss). There is also capital expenditure (p.13), a loan (p.15) and a reserve account (p.16) associated with TKPP.



**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL STATEMENTS**  
**For the period ending 30 June 2022**

**8(a). DESCRIPTION OF PROGRAMS**

**GOVERNANCE**

This includes those income and expenses relating to Councillors, and the Council's Governance role, and that portion of Administration which cannot be reliably allocated or linked to other programs.

**GENERAL PURPOSE FUNDING**

This includes income relating to property rating, the untied Financial Assistance Grants and interest on investments.

**LAW, ORDER, PUBLIC SAFETY**

Includes items of Bushfire prevention actions, Ranger services & animal control as well as supervision, related costs, & the enforcement of Local Laws.

**HEALTH**

Involves food inspection, control and licensing of food outlets, food hygiene and promotion, vermin control & other Health issues.

**EDUCATION AND WELFARE**

This is mainly the Pre-School items.

**HOUSING**

Involves staff and other housing owned by the Shire & the Springhaven Aged Care Service.

**COMMUNITY AMENITIES**

Includes rubbish/sanitation collection & disposal, Town Planning, the Keep Australia Beautiful Program, Land Conservation, Community Development staff, public toilets and cemeteries.

**RECREATION AND CULTURE**

Halls and Community Centres, Kevin O'Halloran Memorial Swimming Pool, Recreation Centres, parks & gardens, library operations, TV & Radio rebroadcasting & the Community Resource Centre.

**TRANSPORT**

Maintenance & construction of roads, bridges, drainage, footpaths, cleaning & lighting of streets; airport operations, verge & street tree maintenance, large plant & machine replacements.

**ECONOMIC SERVICES**

Tourism operations & building control matters

**OTHER PROPERTY & SERVICES**

Private works, public works overheads, plant operating costs (overheads) & other unclassified services.

**SHIRE OF KOJONUP**  
**8(b). DETAILED OPERATING ACCOUNTS**  
**For the period ending 30 June 2022**

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>3. GENERAL PURPOSE FUNDING</b>								
<b><u>General Purpose Grants</u></b>								
1302	Grants Commission Submission	Exp.	MCCS	MCCS	\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
1333	Grant - FAGS - Untied Portion	Inc.	MCCS	MCCS	-\$410,573	-\$410,573	-\$1,047,508	255%
1343	Grant - FAGS - Roads	Inc.	MCCS	MCCS	-\$345,104	-\$345,104	-\$961,070	278%
					<b>-\$755,677</b>	<b>-\$755,677</b>	<b>-\$2,008,578</b>	<b>266%</b>
<b><u>Other General Purpose Income</u></b>								
1373	Interest on Investment	Inc.	MCCS	SFO	-\$1,000	-\$1,000	\$0	0%
1393	Interest on Reserves	Inc.	MCCS	SFO	-\$8,848	-\$8,848	-\$3,967	45%
					<b>-\$9,848</b>	<b>-\$9,848</b>	<b>-\$3,967</b>	<b>40%</b>
<b><u>Rate Revenue</u></b>								
1092	Rates Written Off/Refunded	Exp.	MCCS	SFO	\$175	\$175	\$66	38%
1104	Rates Incentive Prize	Exp.	MCCS	SFO	\$5,000	\$5,000	\$3,804	76%
1112	Admin Alloc To Rates (Cash)	Exp.	MCCS	MCCS	\$15,452	\$15,452	\$15,155	98%
1122	Admin Alloc To Rates (Non Cash)	Exp.	MCCS	MCCS	\$1,373	\$1,373	\$1,348	98%
1132	Rating Salaries	Exp.	MCCS	SFO	\$38,300	\$38,300	\$39,786	104%
1162	Superannuation	Exp.	MCCS	SFO	\$6,000	\$6,000	\$5,861	98%
1182	Postage, Printing & Stationary	Exp.	MCCS	SFO	\$2,700	\$2,700	\$1,448	54%
1192	Rating Valuations	Exp.	MCCS	SFO	\$33,000	\$33,000	\$33,531	102%
1202	Title Searches	Exp.	MCCS	SFO	\$650	\$650	\$0	0%
1222	Insurance - Emp Cost (Rates)	Exp.	MCCS	SFO	\$1,050	\$1,050	\$1,045	100%
1262	Legal Costs Incurred - Rates	Exp.	MCCS	SFO	\$2,000	\$2,000	\$0	0%
					<b>\$105,699</b>	<b>\$105,699</b>	<b>\$102,043</b>	<b>97%</b>
1003	Rates Levied All Areas	Inc.	MCCS	SFO	-\$4,221,677	-\$4,221,677	-\$4,243,355	101%
1013	Ex Gratia Rates	Inc.	MCCS	SFO	-\$1,400	-\$1,400	-\$1,467	105%
1023	Interim Rates	Inc.	MCCS	SFO	-\$300	-\$300	\$0	0%
1043	Non Payment Penalty	Inc.	MCCS	SFO	-\$31,000	-\$31,000	-\$29,141	94%
1053	Back Rates Levied	Inc.	MCCS	SFO	-\$100	-\$100	\$0	0%
1063	Instalment Interest Charges	Inc.	MCCS	SFO	-\$10,000	-\$10,000	-\$7,609	76%
1073	Instalment Administration Fee	Inc.	MCCS	SFO	-\$3,800	-\$3,800	-\$3,204	84%
1263	Legal Expenses Recovered-Rates	Inc.	MCCS	SFO	-\$2,000	-\$2,000	\$0	0%
1273	ESL Administration Fee	Inc.	MCCS	SFO	-\$4,000	-\$4,000	-\$4,000	100%
1283	Settlement & Search Charges	Inc.	MCCS	SFO	-\$3,100	-\$3,100	-\$4,432	143%
					<b>-\$4,277,377</b>	<b>-\$4,277,377</b>	<b>-\$4,293,207</b>	<b>100%</b>



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>4. GOVERNANCE</b>								
<b><u>Administration General</u></b>								
003D	Depreciation (Sch 4)	Exp.	MCCS	SFO	\$90,000	\$90,000	\$89,846	100%
003A	Annual Leave Accrual	Exp.	MCCS	MCCS	\$0	\$0	-\$3,016	
003L	Long Service Leave Accrual	Exp.	MCCS	MCCS	\$0	\$0	-\$65,360	
1842	Profit on Sale of Assets	Exp.	MCCS	MCCS	\$1,500	\$1,500	\$0	
1852	Salaries - Admin	Exp.	MCCS	MCCS	\$900,000	\$900,000	\$1,024,342	114%
1882	Superannuation - Admin	Exp.	MCCS	MCCS	\$115,000	\$115,000	\$112,161	98%
1892	Staff Insurances	Exp.	MCCS	MCCS	\$24,000	\$24,000	\$24,145	101%
1902	FBT Admin Staff	Exp.	MCCS	SFO	\$14,000	\$14,000	\$13,898	99%
1912	Conference & Training	Exp.	MCCS	MCCS	\$22,700	\$22,700	\$10,623	47%
1921	Staff Housing Subsidy	Exp.	MCCS	MCCS	\$30,000	\$30,000	\$34,776	116%
1922	Advertising	Exp.	MCCS	MCCS	\$4,500	\$4,500	\$15,028	334%
1931	Occupational Risk Co-Ordinator Cos	Exp.	MCCS	SAO	\$14,500	\$14,500	\$14,329	99%
1932	Occupational Health & Safety	Exp.	MCCS	SAO	\$3,500	\$3,500	\$2,819	81%
1942	Staff Uniforms	Exp.	MCCS	MCCS	\$4,000	\$4,000	\$3,423	86%
1952	Staff Costs - Other	Exp.	MCCS	MCCS	\$10,500	\$10,500	\$20,478	195%
1957	Office - Building Maintenance	Exp.	MCCS	BMC	\$8,500	\$8,500	\$14,418	170%
1958	Office - Cleaning & Assoc	Exp.	MCCS	SH	\$22,500	\$22,500	\$21,444	95%
1959	Office - Utility Charges	Exp.	MCCS	MCCS	\$8,000	\$8,000	\$10,283	129%
1962	Office - Gardens & Surrounds Main	Exp.	MCCS	SH	\$5,500	\$5,500	\$6,666	121%
2004	Office - Insurance	Exp.	MCCS	MCCS	\$31,000	\$31,000	\$31,927	103%
1972	Office - Printing & Stationary	Exp.	MCCS	MCCS	\$23,000	\$23,000	\$30,115	131%
2002	Office - Equipment Maintenance	Exp.	MCCS	MCCS	\$1,000	\$1,000	\$961	96%
1982	Telephone & Internet	Exp.	MCCS	MCCS	\$25,000	\$25,000	\$28,675	115%
2006	Donations - CEO Delegation	Exp.	MCCS	CEO	\$2,000	\$2,000	\$1,090	55%
2008	Donations - Council Decision	Exp.	MCCS	CEO	\$2,000	\$2,000	\$50	3%
2012	Non Capital Purchases	Exp.	MCCS	MCCS	\$5,000	\$5,000	\$6,111	122%
2022	Bank Charges	Exp.	MCCS	MCCS	\$16,000	\$16,000	\$15,302	96%
2032	Postage & Freight	Exp.	MCCS	MCCS	\$4,500	\$4,500	\$6,041	134%
2042	ICT Support	Exp.	MCCS	MCCS	\$20,000	\$20,000	\$37,929	190%
1992	ICT Software Licensing Fees	Exp.	MCCS	MCCS	\$51,000	\$51,000	\$52,056	102%
2043	ICT Website (Subscription & Upgrac	Exp.	MCCS	MCCS	\$14,000	\$14,000	\$13,745	98%
2044	ICT Hardware Purchases (<\$5,000)	Exp.	MCCS	MCCS	\$15,000	\$15,000	\$19,353	129%
2046	ICT Payroll Software Implementatic	Exp.	MCCS	MCCS	\$10,500	\$10,500	\$0	0%
2052	Vehicle Expenses	Exp.	MCCS	MCCS	\$17,000	\$17,000	\$18,376	108%
2062	Legal Expenses	Exp.	MCCS	CEO	\$23,000	\$23,000	\$22,568	98%
2072	Consultants - Special Projects	Exp.	MCCS	CEO	\$40,000	\$40,000	\$42,145	105%
2274	Consultants - HR / IR	Exp.	MCCS	CEO	\$5,000	\$5,000	\$3,504	70%
2277	Consultants - Finance	Exp.	MCCS	MCCS	\$15,000	\$15,000	\$14,125	94%
2287	Fair Value Revaluations	Exp.	MCCS	MCCS	\$30,000	\$30,000	\$0	0%
2275	Records Management	Exp.	MCCS	MCCS	\$5,000	\$5,000	\$4,740	95%
2278	Security Monitoring	Exp.	MCCS	BMC	\$750	\$750	\$203	27%
2092	Misc Expenses	Exp.	MCCS	MCCS	\$2,200	\$2,200	\$2,258	103%
2172	Less Admin Non Cash Realloc	Exp.	MCCS	MCCS	-\$91,500	-\$91,500	-\$89,846	98%
2182	Less Admin Cash Exp Realloc	Exp.	MCCS	MCCS	-\$1,545,150	-\$1,545,150	-\$1,515,448	98%
					\$0	\$0	\$96,279	
2053	Sundry Income	Inc.	MCCS	MCCS	-\$200	-\$200	-\$599	300%
2083	Police Licencing - Commissions	Inc.	MCCS	MCCS	-\$35,000	-\$35,000	-\$38,188	109%
2143	Photocopying Charges	Inc.	MCCS	MCCS	-\$250	-\$250	-\$13	5%
					-\$35,450	-\$35,450	-\$38,800	109%

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b>Governance</b>								
002D	Depreciation (Sch 4)	Exp.	CEO	SFO	\$8,560	\$8,560	\$8,534	100%
102P	Loss on Sale of Assets (Gov)	Exp.	CEO	MCCS	\$0	\$0	\$0	
1502	Members - Attendance Fees	Exp.	CEO	MCCS	\$105,000	\$105,000	\$99,124	94%
1508	Members - Travelling	Exp.	CEO	MCCS	\$700	\$700	\$687	98%
1512	Members - Conference Expenses	Exp.	CEO	MCCS	\$13,500	\$13,500	\$12,590	93%
1522	Members - Communication Exp	Exp.	CEO	MCCS	\$24,000	\$24,000	\$25,063	104%
1532	Election & Poll Expenses	Exp.	CEO	MCCS	\$5,500	\$5,500	\$5,487	100%
1542	Presidents/Dep Allowances	Exp.	CEO	MCCS	\$35,000	\$35,000	\$35,775	102%
1562	Refreshments & Functions - Crs	Exp.	CEO	CEO	\$7,000	\$7,000	\$13,461	192%
1572	Refreshments & Functions - Staff	Exp.	CEO	CEO	\$3,300	\$3,300	\$3,965	120%
1578	Council - Special Visits	Exp.	CEO	CEO	\$300	\$300	\$0	0%
1592	Members - Insurance	Exp.	CEO	MCCS	\$8,400	\$8,400	\$8,866	106%
1602	Subscriptions	Exp.	CEO	CEO	\$14,000	\$14,000	\$13,862	99%
1612	Members - Misc Expenses	Exp.	CEO	CEO	\$700	\$700	\$3,723	532%
1624	Integrated Planning Expense	Exp.	CEO	CEO	\$15,000	\$15,000	\$11,539	77%
1692	Donations	Exp.	CEO	CEO	\$0	\$0	\$189	
2075	VROC - Shared Services	Exp.	CEO	CEO	\$2,000	\$2,000	\$234	12%
2078	VROC - Projects	Exp.	CEO	CEO	\$5,000	\$5,000	\$0	0%
1632	Vehicle Operating Expenses	Exp.	CEO	MCCS	\$3,000	\$3,000	\$2,459	82%
1662	Audit Fees	Exp.	CEO	MCCS	\$65,800	\$65,800	\$68,156	104%
1702	Admin Allocated To Gov. (Cash)	Exp.	CEO	MCCS	\$309,030	\$309,030	\$303,090	98%
1712	Admin Allocated To Gov. (Non Cash)	Exp.	CEO	MCCS	\$9,150	\$9,150	\$8,985	98%
1772	Doubtful Debt Expenses-Provision	Exp.	CEO	MCCS	\$2,000	\$2,000	\$0	0%
1792	Legal Costs	Exp.	CEO	CEO	\$4,000	\$4,000	\$0	0%
					<b>\$640,940</b>	<b>\$640,940</b>	<b>\$625,789</b>	<b>98%</b>
002P	Profit On Sale Of Assets (Gov)	Inc.	CEO	SFO	<b>-\$1,000</b>	<b>-\$1,000</b>	<b>\$0</b>	
					<b>-\$1,000</b>	<b>-\$1,000</b>	<b>\$0</b>	



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b>5. LAW, ORDER &amp; PUBLIC SAFETY</b>								
<b><u>Animal Control</u></b>								
005D	Depreciation (Sch 5)	Exp.	MRS	SFO	\$540	\$540	\$530	98%
005P	Profit/Loss (Sch 5)	Exp.	MRS	SFO	\$0	\$0	\$0	
2492	Salaries (Ac)	Exp.	MRS	BMC	\$40,000	\$40,000	\$45,306	113%
2522	Superannuation	Exp.	MRS	BMC	\$16,000	\$16,000	\$13,347	83%
2532	Other Employment Costs	Exp.	MRS	BMC	\$5,900	\$5,900	\$6,993	119%
2542	Conference & Training	Exp.	MRS	BMC	\$1,850	\$1,850	\$1,262	68%
2552	Ranger Vehicle	Exp.	MRS	BMC	\$8,500	\$8,500	\$10,594	125%
2553	Fbt Law Order & Public Safety	Exp.	MRS	SFO	\$2,150	\$2,150	\$2,528	118%
2562	Dog Control Expenses	Exp.	MRS	BMC	\$1,400	\$1,400	\$2,130	152%
2572	Dog Pound - Operational & Mtce Ex	Exp.	MRS	BMC	\$2,500	\$2,500	\$1,878	75%
2582	Other Animal Control	Exp.	MRS	BMC	\$0	\$0	\$145	
2583	Cat Control Expenses	Exp.	MRS	BMC	\$1,100	\$1,100	\$677	62%
2602	Admin Realloc - Cash (Animal)	Exp.	MRS	MCCS	\$15,452	\$15,452	\$15,155	98%
2612	Admin Realloc - Non Cash (A.C.)	Exp.	MRS	MCCS	\$915	\$915	\$898	98%
					<b>\$96,307</b>	<b>\$96,307</b>	<b>\$101,442</b>	<b>105%</b>
2653	Fines & Penalties - Dog Act	Inc.	MRS	BMC	-\$620	-\$620	-\$200	32%
2633	Ranger Services Other Shires	Inc.	MRS	BMC	\$0	\$0	-\$6,508	
2663	Impounding Fees - Dogs	Inc.	MRS	BMC	-\$500	-\$500	-\$2,135	427%
2673	Dog Registration Fees	Inc.	MRS	BMC	-\$3,000	-\$3,000	-\$4,584	153%
2674	Cat Registration Fees	Inc.	MRS	BMC	-\$500	-\$500	-\$603	121%
					<b>-\$4,620</b>	<b>-\$4,620</b>	<b>-\$14,030</b>	<b>304%</b>
<b><u>Fire Prevention</u></b>								
004D	Depreciation (Sch 5)	Exp.	MRS	SFO	\$40,952	\$40,952	\$37,129	91%
2272	Emergency Operating Expenses	Exp.	MRS	MRS	\$7,000	\$7,000	\$13,218	189%
2271	Emergency Operations Room - Stor	Exp.	MRS	MRS	\$3,500	\$3,500	\$589	17%
2281	Community Emergency Services Ma	Exp.	MRS	MRS	\$22,000	\$22,000	\$11,840	54%
2292	Fire Hazard Reduction	Exp.	MRS	MWS	\$18,000	\$18,000	\$16,537	92%
2302	Ground & Aerial Inspections	Exp.	MRS	MRS	\$4,000	\$4,000	\$3,691	92%
2322	Administration Costs	Exp.	MRS	MRS	\$3,500	\$3,500	\$4,104	117%
2342	Firefighting - Shire Resources	Exp.	MRS	CEO	\$4,000	\$4,000	\$0	0%
2372	Brigade Expenses (ESL)	Exp.	MRS	MRS	\$58,000	\$58,000	\$73,082	126%
2382	Admin Realloc - Cash (Fire)	Exp.	MRS	MCCS	\$46,355	\$46,355	\$45,463	98%
2442	Admin Realloc - Non Cash (Fire)	Exp.	MRS	MCCS	\$915	\$915	\$898	98%
					<b>\$208,222</b>	<b>\$208,222</b>	<b>\$206,553</b>	<b>99%</b>
2363	Fines & Penalties	Inc.	MRS	BMC	-\$1,000	-\$1,000	-\$375	38%
2373	ESL Levy Funding	Inc.	MRS	MRS	-\$50,000	-\$50,000	-\$45,556	91%
2383	Sale of Fire Maps	Inc.	MRS	MCCS	-\$300	-\$300	-\$436	145%
2393	Sundry Misc Income - Fire	Inc.	MRS	MRS	-\$50	-\$50	\$0	0%
					<b>-\$51,350</b>	<b>-\$51,350</b>	<b>-\$46,368</b>	<b>90%</b>
<b><u>Other Law Order &amp; Public Safety</u></b>								
2832	Vehicle Impounding	Exp.	MRS	BMC	\$1,700	\$1,700	\$1,823	107%
9782	Security System Upgrades - All Buil	Exp.	MRS	BMC	\$5,000	\$5,000	\$3,058	61%
2862	Local Law Review	Exp.	MRS	MCCS	\$1,000	\$1,000	\$0	0%
					<b>\$7,700</b>	<b>\$7,700</b>	<b>\$4,882</b>	<b>63%</b>
2893	Sundry Income - Donations	Inc.	MRS	MCCS	\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>7. HEALTH</b>								
<b><u>Health Insp And Administration</u></b>								
008D	Depreciation (Sch 7)	Exp.	MRS	SFO	\$0	\$0	\$0	
3102	Health - Salaries	Exp.	MRS	MRS	\$75,000	\$75,000	\$81,005	108%
3132	Health - Superannuation	Exp.	MRS	MRS	\$16,500	\$16,500	\$21,671	131%
3142	Health - Staff FBT	Exp.	MRS	SFO	\$8,000	\$8,000	\$7,454	93%
3152	Health - Conference & Training	Exp.	MRS	MRS	\$1,000	\$1,000	\$1,407	141%
3162	Health - Other Employment Costs	Exp.	MRS	MRS	\$1,400	\$1,400	\$1,963	140%
3164	Health - Contractors	Exp.	MRS	MRS	\$17,000	\$17,000	\$16,740	98%
3242	Analytical Expenses	Exp.	MRS	MRS	\$1,600	\$1,600	\$1,463	91%
3212	Admin Alloc to HIA - Cash	Exp.	MRS	MCCS	\$15,452	\$15,452	\$15,155	98%
3252	Admin Alloc to HIA - Non Cash	Exp.	MRS	MCCS	\$1,373	\$1,373	\$1,348	98%
					<b>\$137,324</b>	<b>\$137,324</b>	<b>\$148,207</b>	<b>108%</b>
3223	Health Act Fees & Licences	Inc.	MRS	MRS	<b>-\$2,000</b>	<b>-\$2,000</b>	<b>-\$742</b>	37%
3233	Septic Tank Inspection Fees	Inc.	MRS	MRS	<b>-\$100</b>	<b>-\$100</b>	<b>-\$91</b>	91%
					<b>-\$2,100</b>	<b>-\$2,100</b>	<b>-\$833</b>	<b>40%</b>
<b><u>Maternal And Infant Health</u></b>								
007D	Depreciation (Sch 7)	Exp.	MRS	SFO	\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b><u>Other Health</u></b>								
009D	Depreciation (Sch 7)	Exp.	CEO	SFO	\$15,000	\$15,000	\$14,874	99%
3365	Health Plan	Exp.	CEO	CEO	\$5,000	\$5,000	\$0	0%
3361	Interest Paid on Loans	Exp.	CEO	MCCS	\$2,246	\$2,246	\$2,972	132%
3368	Loan Guarentee Fee	Exp.	CEO	MCCS	\$485	\$485	\$1,352	279%
3362	34 Katanning Rd - Building Maint	Exp.	CEO	BMC	\$1,760	\$1,760	\$1,075	61%
					<b>\$24,491</b>	<b>\$24,491</b>	<b>\$20,272</b>	<b>83%</b>
3363	Rental - 34 Katanning Rd	Inc.	CEO	MCCS	\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b><u>Preventive Services - Pest Control</u></b>								
3322	Vermin Control	Exp.	MRS	BMC	\$200	\$200	\$0	0%
					<b>\$200</b>	<b>\$200</b>	<b>\$0</b>	<b>0%</b>

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b>8. EDUCATION &amp; WELFARE</b>								
<b><u>Other Education</u></b>								
3455	Play in the Park	Exp.	MCCS	MCCS	\$2,500	\$2,500	\$312	12%
3452	Smart Start- Expenses	Exp.	MCCS	MCCS	\$2,860	\$2,860	\$5,505	192%
					<b>\$5,360</b>	<b>\$5,360</b>	<b>\$5,817</b>	<b>109%</b>
3456	A Smart Start Donations	Inc.	MCCS	MCCS	\$0	\$0	-\$409	
					<b>\$0</b>	<b>\$0</b>	<b>-\$409</b>	
<b><u>Other Welfare</u></b>								
010D	Depreciation (Sch 8)	Exp.	MCCS	SFO	\$0	\$0	\$133	
3468	Donation Southern Ag Care	Exp.	MCCS	CEO	\$1,000	\$1,000	\$0	0%
					<b>\$1,000</b>	<b>\$1,000</b>	<b>\$133</b>	<b>13%</b>
<b><u>Pre-School</u></b>								
006D	Depreciation (Sch 6)	Exp.	MCCS	SFO	\$16,430	\$16,430	\$16,430	100%
3462	Child Care Centre - Building Maint	Exp.	MCCS	BMC	\$4,900	\$4,900	\$3,694	75%
3464	Child Care Centre - Grounds Maint	Exp.	MCCS	SH	\$1,000	\$1,000	\$120	12%
3477	Kindy Café (3yo Kindy)	Exp.	MCCS	SLO	\$15,000	\$15,000	\$8,588	57%
3472	Playgroup/Toy Library - Building Maint	Exp.	MCCS	BMC	\$6,300	\$6,300	\$7,055	112%
3470	Playgroup/Toy Library - Minor	Exp.	MCCS	CDO	\$1,072	\$1,072	\$60	6%
3474	Playgroup/Toy Library - Grounds Maint	Exp.	MCCS	SH	\$1,000	\$1,000	\$760	76%
					<b>\$45,702</b>	<b>\$45,702</b>	<b>\$36,708</b>	<b>80%</b>
3463	Child Care Centre - Rent	Inc.	MCCS	CDO	-\$2,700	-\$2,700	-\$2,220	82%
3465	Grant - Kindy Café (3yo Kindy)	Inc.	MCCS	SLO	-\$20,000	-\$20,000	-\$8,588	43%
3467	Grant - Playgroup/Toy Library Shad	Inc.	MCCS	BMC	-\$13,500	-\$13,500	-\$6,860	51%
3473	Fees - Playgroup/Toy Library	Inc.	MCCS	CDO	-\$400	-\$400	-\$364	91%
					<b>-\$36,600</b>	<b>-\$36,600</b>	<b>-\$18,032</b>	<b>49%</b>



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>9.</b>	<b>HOUSING</b>							
	<u>Springhaven Lodge</u>							
012D	Depreciation (Sch 9)	Exp.	MACS	SFO	\$168,500	\$168,500	\$172,364	102%
013D	Depreciation (Sch 9)	Exp.	MACS	SFO	\$17,000	\$17,000	\$20,000	118%
010A	Annual Leave Accrual	Exp.	MACS	SFO	\$0	\$0	\$18,981	
010L	LSL Accrual	Exp.	MACS	SFO	\$0	\$0	\$6,688	
009P	Loss On Sale Of Asset	Exp.	MACS	SFO	\$3,000	\$3,000	\$0	0%
3742	FBT Costs	Exp.	MACS	SFO	\$4,600	\$4,600	\$3,997	87%
3752	Salaries & Wages	Exp.	MACS	MACS	\$1,390,000	\$1,390,000	\$1,436,960	103%
3772	Superannuation	Exp.	MACS	MACS	\$145,000	\$145,000	\$132,103	91%
3782	Conferences & Training	Exp.	MACS	MACS	\$20,000	\$20,000	\$15,421	77%
3792	Uniforms & Protective Clothing	Exp.	MACS	MACS	\$3,500	\$3,500	\$3,295	94%
3802	Recruitment Expenses	Exp.	MACS	MACS	\$13,000	\$13,000	\$13,957	107%
3812	Workers Comp/Journey Ins	Exp.	MACS	MACS	\$29,300	\$29,300	\$29,266	100%
3822	Vehicle Expenses	Exp.	MACS	MACS	\$7,000	\$7,000	\$6,091	87%
3821	Staff Housing Subsidy	Exp.	MACS	MCCS	\$12,000	\$12,000	\$13,178	110%
3862	Subscriptions	Exp.	MACS	MACS	\$8,500	\$8,500	\$12,415	146%
3872	Postage And Freight	Exp.	MACS	MACS	\$1,000	\$1,000	\$1,407	141%
3882	Minor Office Exp./Stationary	Exp.	MACS	MACS	\$4,000	\$4,000	\$725	18%
3892	Office Equip Maintenance	Exp.	MACS	MACS	\$1,000	\$1,000	\$339	34%
3893	Software Operating	Exp.	MACS	MACS	\$10,500	\$10,500	\$9,947	95%
3902	Building Operating Expenses	Exp.	MACS	MACS	\$20,000	\$20,000	\$20,109	101%
3903	Building Maint (Unforseen)	Exp.	MACS	MACS	\$7,000	\$7,000	\$2,524	36%
3908	Security	Exp.	MACS	MACS	\$6,000	\$6,000	\$4,212	70%
3904	Grounds Maintenance	Exp.	MACS	MACS	\$14,000	\$14,000	\$13,209	94%
3912	Medical/ Pharmaceutical Svcs	Exp.	MACS	MACS	\$45,000	\$45,000	\$47,579	106%
3913	Allied Health	Exp.	MACS	MACS	\$35,000	\$35,000	\$38,604	110%
3914	Utilities	Exp.	MACS	MACS	\$46,000	\$46,000	\$48,413	105%
3842	Telephone	Exp.	MACS	MACS	\$11,000	\$11,000	\$14,451	131%
3916	Insurance	Exp.	MACS	MCCS	\$22,100	\$22,100	\$22,151	100%
3922	Cleaning & Laundry	Exp.	MACS	MACS	\$8,900	\$8,900	\$8,164	92%
3932	Non-Capital Equipment	Exp.	MACS	MACS	\$9,500	\$9,500	\$9,534	100%
3942	Meals & Refreshments	Exp.	MACS	MACS	\$100,000	\$100,000	\$108,928	109%
3952	Residents Activities	Exp.	MACS	MACS	\$2,000	\$2,000	\$2,213	111%
3962	Public Liability Insurance	Exp.	MACS	MCCS	\$7,000	\$7,000	\$6,818	97%
3974	Aged Care Consultants	Exp.	MACS	MACS	\$6,000	\$6,000	\$3,418	57%
3918	Consultants	Exp.	MACS	MACS	\$20,000	\$20,000	\$3,788	19%
3928	COVID-19 Additional Costs	Exp.	MACS	MACS	\$10,000	\$10,000	\$23,182	232%
3984	ELDAC Grant Expenses	Exp.	MACS	MACS	\$20,000	\$20,000	\$0	0%
3982	Non-Cash Admin Reallocation	Exp.	MACS	MACS	\$18,300	\$18,300	\$17,969	98%
3992	Cash Admin Reallocation	Exp.	MACS	MCCS	\$231,773	\$231,773	\$227,317	98%
					<b>\$2,477,473</b>	<b>\$2,477,473</b>	<b>\$2,519,718</b>	<b>102%</b>
4003	Resident Rent	Inc.	MACS	MACS	-\$500,000	-\$500,000	-\$525,936	105%
022P	Profit On Sale Asset (Sch 9)	Inc.	MACS	SFO	-\$3,000	-\$3,000	\$0	0%
1395	Interest on Unpaid SHL Bonds	Inc.	MACS	MCCS	-\$36,000	-\$36,000	-\$31,072	86%
4013	Grant - Personal Care Subsidy	Inc.	MACS	MACS	-\$1,330,000	-\$1,330,000	-\$1,293,171	97%
4043	Grant - COVID Retention Bonus	Inc.	MACS	MACS	\$0	\$0	-\$16,727	
3983	Grant - ELDAC	Inc.	MACS	MACS	-\$20,000	-\$20,000	\$0	0%
3993	Grant - ACAR	Inc.	MACS	MACS	-\$282,000	-\$282,000	-\$0	0%
4143	Misc Income	Inc.	MACS	MACS	-\$3,000	-\$3,000	\$0	0%
4023	Donations	Inc.	MACS	MACS	-\$3,000	-\$3,000	-\$7,017	234%
					<b>-\$2,177,000</b>	<b>-\$2,177,000</b>	<b>-\$1,873,924</b>	<b>86%</b>
	Net Profit/loss Springhaven				<b>-\$300,473</b>	<b>-\$300,473</b>	<b>-\$645,794</b>	

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b><u>Housing Other</u></b>								
4062	ILU's - Building Maintenance	Exp.	MACS	BMC	\$10,000	\$10,000	\$5,742	57%
4064	ILU's - Grounds Maintenance	Exp.	MACS	SH	\$5,200	\$5,200	\$5,121	98%
4065	ILU's - Utilities	Exp.	MACS	MCCS	\$22,000	\$22,000	\$36,868	168%
4066	ILU's - Insurance	Exp.	MACS	MCCS	\$7,000	\$7,000	\$7,508	107%
4202	J Sullivan Units - Building Maintenance	Exp.	MACS	BMC	\$7,500	\$7,500	\$4,441	59%
4204	J Sullivan Units - Grounds Maintenance	Exp.	MACS	SH	\$3,000	\$3,000	\$126	4%
4205	J Sullivan Units - Utilities	Exp.	MACS	MCCS	\$8,000	\$8,000	\$8,918	111%
4206	J Sullivan Units - Insurance	Exp.	MACS	MCCS	\$1,800	\$1,800	\$1,683	93%
4251	RAAP Grant Admin Costs	Exp.	MACS	MCCS	\$5,000	\$5,000	\$0	0%
4254	Interest Paid on Loans	Exp.	MACS	MCCS	\$15,076	\$15,076	\$16,198	107%
4255	Loan Guarantee Fee	Exp.	MACS	MCCS	\$4,100	\$4,100	\$11,672	285%
4256	GROH - Building Maintenance	Exp.	MACS	BMC	\$7,510	\$7,510	\$6,404	85%
					<b>\$96,186</b>	<b>\$96,186</b>	<b>\$104,680</b>	<b>109%</b>
4083	ILU's - Rent	Inc.	MACS	MCCS	-\$160,000	-\$160,000	-\$161,719	101%
4103	ILU's - Power Recoups	Inc.	MACS	MCCS	-\$12,000	-\$12,000	-\$17,952	150%
4426	RAAP Grant Admin Costs - Grant Fund	Inc.	MACS	MCCS	-\$5,000	-\$5,000	\$0	0%
4203	J Sullivan Units - Rentals	Inc.	MACS	MCCS	-\$37,000	-\$37,000	-\$37,961	103%
4243	GROH - Rent	Inc.	MACS	MCCS	-\$120,000	-\$120,000	-\$103,889	87%
					<b>-\$334,000</b>	<b>-\$334,000</b>	<b>-\$321,521</b>	<b>96%</b>
<b><u>Council Staff</u></b>								
011D	Depreciation (Sch 9)	Exp.	CEO	SFO	\$125,000	\$125,000	\$121,918	98%
3768	Staff Housing - Building Maintenance	Exp.	CEO	BMC	\$14,500	\$14,500	\$16,228	112%
3769	Staff Housing - Operating Expenses	Exp.	CEO	MCCS	\$27,000	\$27,000	\$24,309	90%
3764	Staff Housing - Ground Maintenance	Exp.	CEO	SH	\$3,460	\$3,460	\$3,690	107%
3770	Loan Guarantee Fee	Exp.	CEO	MCCS	\$3,650	\$3,650	\$9,635	264%
3771	Interest on Loans	Exp.	CEO	MCCS	\$17,735	\$17,735	\$27,156	153%
					<b>\$191,345</b>	<b>\$191,345</b>	<b>\$202,937</b>	<b>106%</b>
016P	Loss on Sale of Assets	Inc.	CEO	SFO	\$0	\$0	\$0	
3703	Residential Rental - Staff	Inc.	CEO	MCCS	-\$110,000	-\$110,000	-\$126,879	115%
3705	Bbrf Grant - Key Workers	Inc.	CEO	MCCS	\$0	\$0	-\$33,002	#DIV/0!
					<b>-\$110,000</b>	<b>-\$110,000</b>	<b>-\$159,881</b>	<b>145%</b>



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>10. COMMUNITY AMENITIES</b>								
<b><u>Other Community Amenities - Cemeteries</u></b>								
015D	Depreciation (Sch 10)	Exp.	MCCS	SFO	\$17,500	\$17,500	\$19,054	109%
027D	Depreciation - Cemetery	Exp.	MCCS	SFO	\$300	\$300	\$295	98%
5999	Cemetery - Digital Database	Exp.	MCCS	SLO	\$7,000	\$7,000	\$6,990	100%
6001	Cemetery - Grave Digging	Exp.	MCCS	MWS	\$25,000	\$25,000	\$16,335	65%
6006	Kojonup Cemetery - Niche Wall Ma	Exp.	MCCS	SH	\$1,200	\$1,200	\$788	66%
6002	Kojonup Cemetery - Grounds Maint	Exp.	MCCS	SH	\$12,000	\$12,000	\$14,446	120%
6000	Kojonup Cemetery - Trees	Exp.	MCCS	SH	\$1,500	\$1,500	\$2,146	143%
6012	Boscabel Cemetry - Grounds Maint	Exp.	MCCS	SH	\$800	\$800	\$1,124	141%
6014	Muradup Cemetery - Grounds Mair	Exp.	MCCS	SH	\$2,000	\$2,000	\$705	35%
					<b>\$67,300</b>	<b>\$67,300</b>	<b>\$61,883</b>	<b>92%</b>
6013	Cemetery Fees (Inc GST)	Inc.	MCCS	SLO	-\$26,000	-\$26,000	-\$16,223	62%
6023	Cemetery Fees Licences (Not Inc GS	Inc.	MCCS	SLO	-\$5,500	-\$5,500	-\$2,364	43%
					<b>-\$31,500</b>	<b>-\$31,500</b>	<b>-\$18,587</b>	<b>59%</b>
<b><u>Other Community Amenities - Public Conveniences &amp; Other</u></b>								
6042	Harrison Place Conveniences - Mair	Exp.	MWS	BMC	\$250	\$250	\$250	100%
6044	Harrison Place Conveniences - Clea	Exp.	MWS	SH	\$1,050	\$1,050	\$890	85%
6034	CWA - Building Maintenance	Exp.	MWS	BMC	\$3,700	\$3,700	\$1,801	49%
6024	Curley Wig - Building Maintenance	Exp.	MWS	BMC	\$427	\$427	\$427	100%
6052	Town Street & Park Seating	Exp.	MWS	SH	\$1,100	\$1,100	\$1,125	102%
6112	Community Resource Centre / Tele	Exp.	MWS	CEO	\$1,500	\$1,500	\$2,578	172%
6132	Community Bus - Maintenance	Exp.	MWS	CDO	\$1,450	\$1,450	\$2,399	165%
6134	YMCA Bus Operating	Exp.	MWS	CDO	\$0	\$0	\$0	
6142	Admin Non Cash Realloc (Comm De	Exp.	MWS	MCCS	\$2,288	\$2,288	\$2,430	106%
6152	Admin Cash Realloc (Comm Dev)	Exp.	MWS	MCCS	\$34,766	\$34,766	\$34,098	98%
					<b>\$46,530</b>	<b>\$46,530</b>	<b>\$45,997</b>	<b>99%</b>
6133	Community Bus Hire	Inc.	MWS	CDO	-\$1,300	-\$1,300	-\$2,404	185%
					<b>-\$1,300</b>	<b>-\$1,300</b>	<b>-\$2,404</b>	<b>185%</b>
<b><u>Other Community Amenities - Community Development</u></b>								
6062	Salaries (Community Development)	Exp.	MCCS	MCCS	\$40,000	\$40,000	\$9,808	25%
6082	Superannuation	Exp.	MCCS	MCCS	\$3,000	\$3,000	\$1,188	40%
6102	Conference & Training	Exp.	MCCS	CDO	\$2,000	\$2,000	\$0	0%
6154	Events - Community	Exp.	MCCS	CDO	\$13,000	\$13,000	\$13,574	104%
6155	Events - Marketing & CD Collateral	Exp.	MCCS	CDO	\$1,000	\$1,000	\$0	
6064	Men's Shed - Building Maintenance	Exp.	MWS	BMC	\$2,250	\$2,250	\$3,685	164%
6167	Comm Development - Subscription:	Exp.	MCCS	CDO	\$500	\$500	\$0	0%
6168	Comm Development - Minor New	Exp.	MCCS	CDO	\$1,000	\$1,000	\$0	0%
					<b>\$62,750</b>	<b>\$62,750</b>	<b>\$28,256</b>	<b>45%</b>
6043	Men's Shed Rental	Inc.	MCCS	CDO	-\$5,200	-\$5,200	\$0	0%
6136	Miscellaneous Income	Inc.	MCCS	CDO	\$0	\$0	-\$10,000	
6173	Events - Grants	Inc.	MCCS	CDO	-\$5,000	-\$5,000	-\$10,550	211%
6123	Events - Ticket Sales & Misc Reven	Inc.	MCCS	CDO	-\$6,000	-\$6,000	\$20	0%
					<b>-\$16,200</b>	<b>-\$16,200</b>	<b>-\$20,530</b>	<b>127%</b>



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b><u>Sanitation-Household Refuse</u></b>								
020P	Loss on Sale of Asset (Sch 10)	Exp.	MRS	SFO	\$0	\$0	\$0	
014D	Depreciation (Sch 10)	Exp.	MRS	SFO	\$6,000	\$6,000	\$5,335	89%
5022	Refuse Collection (Kerbside)	Exp.	MRS	MRS	\$56,000	\$56,000	\$54,609	98%
5012	Refuse Site - Maintenance	Exp.	MRS	MWS	\$9,000	\$9,000	\$9,545	106%
5013	Refuse Site - Rehabilitation	Exp.	MRS	SH	\$1,650	\$1,650	\$0	0%
5002	Recycle Depot/Transfer Stn. - Contr	Exp.	MRS	MRS	\$72,000	\$72,000	\$70,554	98%
5122	Recycling Collection (Kerbside)	Exp.	MRS	MRS	\$57,000	\$57,000	\$57,250	100%
5142	Recycling Education	Exp.	MRS	MRS	\$600	\$600	\$1,285	214%
					<b>\$202,250</b>	<b>\$202,250</b>	<b>\$198,577</b>	<b>98%</b>
5023	Collection Charges (Kerbside)	Inc.	MRS	MCCS	-\$256,630	-\$256,630	-\$255,473	100%
5183	Sale of Recyclables	Inc.	MRS	MRS	\$0	\$0	\$0	
5033	Recycling/Transfer Station - Rental	Inc.	MRS	SAO	-\$2,200	-\$2,200	-\$2,000	91%
010P	Profit on Sale of Asset (Sch 10)	Inc.	MRS	SFO	\$0	\$0	\$0	
					<b>-\$258,830</b>	<b>-\$258,830</b>	<b>-\$257,473</b>	<b>99%</b>
<b><u>Other Sanitation</u></b>								
5027	Verge Pick Up - Hard Waste	Exp.	MRS	MRS	\$10,000	\$10,000	\$8,873	89%
5263	Drum Muster	Exp.	MRS	MRS	\$5,000	\$5,000	\$4,416	88%
5262	Repair Street Bins	Exp.	MRS	MRS	\$500	\$500	\$0	0%
5251	Street Bins Collection - Contract	Exp.	MRS	MRS	\$34,000	\$34,000	\$31,242	92%
					<b>\$49,500</b>	<b>\$49,500</b>	<b>\$44,531</b>	<b>90%</b>
5304	Drum Muster	Inc.	MRS	MRS	-\$5,000	-\$5,000	-\$4,288	86%
5103	Tip Fees	Inc.	MRS	MRS	-\$1,200	-\$1,200	\$0	0%
5303	Litter Infringements	Inc.	MRS	BMC	-\$200	-\$200	\$0	0%
					<b>-\$6,400</b>	<b>-\$6,400</b>	<b>-\$4,288</b>	<b>67%</b>
<b><u>Sewerage</u></b>								
5090	Liquid Waste Pond - Maintenance	Exp.	MRS	MRS	\$8,000	\$8,000	\$3,597	45%
026D	Depreciation	Exp.	MRS	SFO	\$1,930	\$1,930	\$1,932	100%
					<b>\$9,930</b>	<b>\$9,930</b>	<b>\$5,529</b>	<b>56%</b>
5190	Liquid Waste Disposal Fees	Inc.	MRS	MRS	-\$16,000	-\$16,000	\$0	0%
					<b>-\$16,000</b>	<b>-\$16,000</b>	<b>\$0</b>	<b>0%</b>
<b><u>Protection Of Environment</u></b>								
5619	Southern Dirt Contribution	Exp.	MWS	CEO	\$15,200	\$15,200	\$15,000	99%
5612	NRM - Office Expenses	Exp.	MWS	NRMO	\$300	\$300	\$1,222	407%
5616	NRM - Salaries & Wages/Consultan	Exp.	MWS	NRMO	\$26,000	\$26,000	\$27,496	106%
5689	NRM - Superannuation	Exp.	MWS	NRMO	\$4,000	\$4,000	\$4,170	
5601	NRM - Vehicle Costs	Exp.	MWS	NRMO	\$200	\$200	\$0	0%
5723	NRM - 20m Trees Grant Expenditur	Exp.	MWS	NRMO	\$1,000	\$1,000	\$0	0%
5614	NRM - Grant Expenditure	Exp.	MWS	NRMO	\$6,000	\$6,000	\$60,816	1014%
5722	NRM - State Grant Expenditure	Exp.	MWS	NRMO	\$18,000	\$18,000	\$13,173	
5684	NRM - Landcare Publications	Exp.	MWS	NRMO	\$500	\$500	\$0	0%
5734	NRM - Future Drought Fund Grant I	Exp.	MWS	NRMO	\$86,150	\$86,150	\$10,471	12%
5686	NRM - Enviromental Reserve M'me	Exp.	MWS	SH	\$9,500	\$9,500	\$8,788	93%
5681	Noxious Weeds	Exp.	MWS	SH	\$2,200	\$2,200	\$3,881	176%
5687	Reserve Clean up	Exp.	MWS	SH	\$7,000	\$7,000	\$878	13%
5742	Admin Non Cash Realloc (Env)	Exp.	MWS	MCCS	\$2,288	\$2,288	\$2,246	98%
5752	Admin Cash Realloc (Env)	Exp.	MWS	MCCS	\$30,903	\$30,903	\$30,309	98%
					<b>\$209,241</b>	<b>\$209,241</b>	<b>\$178,449</b>	<b>85%</b>
5603	NRM - Grants	Inc.	MWS	CEO	-\$49,950	-\$49,950	-\$74,076	148%
					<b>-\$49,950</b>	<b>-\$49,950</b>	<b>-\$74,076</b>	

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>Town Planning &amp; Reg Development</b>								
5842	Town Planning Salaries	Exp.	MRS	SP	\$40,000	\$40,000	\$28,328	71%
5872	Superannuation (Town.Plng)	Exp.	MRS	SP	\$5,000	\$5,000	\$5,258	105%
5922	Local Planning Strategy & Scheme F	Exp.	MRS	SP	\$10,416	\$10,416	\$0	0%
5832	Admin Realloc Non Cash (Town.Plng)	Exp.	MRS	MCCS	\$915	\$915	\$898	98%
5962	Admin Realloc - Cash (Town.Plng)	Exp.	MRS	MCCS	\$15,452	\$15,452	\$15,155	98%
					<b>\$71,782</b>	<b>\$71,782</b>	<b>\$49,639</b>	<b>69%</b>
5973	Town.Plng Fees & Charges	Inc.	MRS	SP	-\$8,000	-\$8,000	-\$10,526	132%
					<b>-\$8,000</b>	<b>-\$8,000</b>	<b>-\$10,526</b>	<b>132%</b>

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b>11.</b>	<b>RECREATION &amp; CULTURE</b>							
	<b><u>Heritage Other Culture</u></b>							
019D	Depreciation (Sch 11)	Exp.	CEO	SFO	\$24,000	\$24,000	\$25,791	107%
7002	Cash Cont - Historical Society	Exp.	CEO	CEO	\$2,350	\$2,350	\$0	0%
7012	Historical Society Rooms	Exp.	CEO	CEO	\$100	\$100	\$139	139%
7022	Old Military Barracks	Exp.	CEO	CEO	\$150	\$150	\$276	184%
7222	Old Military Barracks - Ground Maint	Exp.	CEO	SH	\$3,750	\$3,750	\$3,621	97%
7024	Old Post Office - Building Maintenance	Exp.	CEO	SH	\$2,200	\$2,200	\$1,912	87%
7032	Elverd Cottage - Building Maint	Exp.	CEO	BMC	\$2,000	\$2,000	\$1,369	68%
7034	Elverd Cottage - Ground Maint	Exp.	CEO	SH	\$1,800	\$1,800	\$2,121	118%
7106	Show Grounds - Building Maint.	Exp.	CEO	BMC	\$7,000	\$7,000	\$7,721	110%
7101	Annual Show - Works Assistance	Exp.	CEO	SH	\$13,800	\$13,800	\$14,160	103%
7103	Muradup & Jingalup War Memorial	Exp.	CEO	SH	\$1,000	\$1,000	\$0	0%
7122	Wildflower Weekend	Exp.	CEO	VSO	\$1,000	\$1,000	\$0	0%
					<b>\$59,150</b>	<b>\$59,150</b>	<b>\$57,110</b>	<b>97%</b>
7243	Grant	Inc.	CEO	MCCS	\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	<b><u>Libraries</u></b>							
6812	Library Salaries	Exp.	MCCS	MCCS	\$70,000	\$70,000	\$72,011	103%
6842	Superannuation (Lib.)	Exp.	MCCS	MCCS	\$8,000	\$8,000	\$7,374	92%
6852	Emp Insurances (Lib)	Exp.	MCCS	MCCS	\$1,900	\$1,900	\$2,090	110%
6862	Conference & Training (Lib)	Exp.	MCCS	MCCS	\$1,000	\$1,000	\$362	36%
6882	Library Operating Expenses	Exp.	MCCS	SLO	\$3,000	\$3,000	\$870	29%
6892	Library Software Licencing	Exp.	MCCS	SLO	\$1,700	\$1,700	\$1,684	99%
6902	Library Resource Purchases	Exp.	MCCS	SLO	\$2,000	\$2,000	\$2,043	102%
6903	Regional Activity Plan Contribution	Exp.	MCCS	SLO	\$4,300	\$4,300	\$4,276	99%
6982	Senior's Week	Exp.	MCCS	SLO	\$100	\$100	\$0	0%
6942	Admin Cash Realloc (Lib)	Exp.	MCCS	MCCS	\$15,452	\$15,452	\$15,155	98%
6952	Admin Non Cash Realloc (Lib)	Exp.	MCCS	MCCS	\$2,288	\$2,288	\$2,246	98%
					<b>\$109,739</b>	<b>\$109,739</b>	<b>\$108,111</b>	<b>99%</b>
6983	Senior's Week	Inc.	MCCS	SLO	<b>-\$1,000</b>	<b>-\$1,000</b>	\$0	0%
6973	Sundry Income	Inc.	MCCS	SLO	<b>-\$30</b>	<b>-\$30</b>	<b>-\$125</b>	418%
					<b>-\$1,030</b>	<b>-\$1,030</b>	<b>-\$125</b>	<b>12%</b>



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>Other Recreation And Sport</b>								
017D	Depreciation (Sch 11)	Exp.	MCCS	SFO	\$300,500	\$300,500	\$342,522	114%
6342	Salaries	Exp.	MCCS	MCCS	\$45,000	\$45,000	\$52,623	117%
6343	Superannuation	Exp.	MCCS	MCCS	\$5,500	\$5,500	\$6,682	121%
6446	Conferences and Training	Exp.	MCCS	SRO	\$1,800	\$1,800	\$1,276	71%
6436	Consultants	Exp.	MCCS	SRO	\$30,000	\$30,000	\$31,112	104%
6426	Subscriptions	Exp.	MCCS	SRO	\$800	\$800	\$272	34%
6362	The Spring - Conveniences	Exp.	MCCS	SH	\$17,430	\$17,430	\$19,892	114%
6364	The Spring - Ground Maint	Exp.	MCCS	SH	\$10,000	\$10,000	\$6,974	70%
6372	Apex Park Conveniences - Operatin	Exp.	MCCS	SH	\$38,350	\$38,350	\$40,592	106%
6373	Apex Park Conveniences - Building I	Exp.	MCCS	BMC	\$1,500	\$1,500	\$710	47%
6374	Apex Park - Grounds Maint	Exp.	MCCS	SH	\$41,050	\$41,050	\$53,463	130%
6382	Railway Reserve - Conveniences	Exp.	MCCS	SH	\$3,690	\$3,690	\$3,269	89%
6394	Railway Reserve - Grounds Maint	Exp.	MCCS	SH	\$14,400	\$14,400	\$13,213	92%
6502	Grant Development	Exp.	MCCS	MCCS	\$22,000	\$22,000	\$22,000	100%
6402	Sports Complex - Netball Convenier	Exp.	MCCS	SH	\$5,520	\$5,520	\$8,991	163%
6403	Sports Complex - Netball Area Mair	Exp.	MCCS	MWS	\$1,000	\$1,000	\$432	43%
6554	Sports Complex - Building Maint	Exp.	MCCS	BMC	\$10,000	\$10,000	\$8,328	83%
6404	Sports Complex - Grounds Maint	Exp.	MCCS	SH	\$108,000	\$108,000	\$125,117	116%
6552	Sports Complex - Cleaning	Exp.	MCCS	SH	\$8,700	\$8,700	\$15,858	182%
6477	Sports Complex - Utilities	Exp.	MCCS	SRO	\$21,500	\$21,500	\$16,839	78%
6408	Sports Complex - Conveniences	Exp.	MCCS	SH	\$6,300	\$6,300	\$8,933	142%
6414	Sports Complex - Reticulation	Exp.	MCCS	SH	\$10,000	\$10,000	\$8,581	86%
6415	Sports Complex - Oval Lighting	Exp.	MCCS	SRO	\$1,850	\$1,850	\$1,851	100%
6425	Sports Complex - Hockey Club Build	Exp.	MCCS	SRO	\$250	\$250	\$21	8%
6592	Skate Park	Exp.	MCCS	SRO	\$2,000	\$2,000	\$208	10%
7107	Polocrosse Works Requested	Exp.	MCCS	SH	\$500	\$500	\$0	0%
6434	Water - Turkey Nest Dam Maintena	Exp.	MCCS	SH	\$11,500	\$11,500	\$4,118	36%
6435	Water - Showgrounds Dam Maintei	Exp.	MCCS	SH	\$1,900	\$1,900	\$2,205	116%
6412	Hillman Park - Grounds Maintenanc	Exp.	MCCS	SH	\$7,600	\$7,600	\$8,207	108%
6392	Newstead Park- Grounds Maint	Exp.	MCCS	SH	\$11,800	\$11,800	\$6,214	53%
6422	Kojonup Bk (Piesse Park) - Grounds	Exp.	MCCS	SH	\$10,000	\$10,000	\$17,425	174%
6444	Muradup Townsite Grounds	Exp.	MCCS	SH	\$16,000	\$16,000	\$11,340	71%
6452	Playground Safety & Minor Upgrad	Exp.	MCCS	SH	\$6,000	\$6,000	\$1,131	19%
6454	Kojonup Town Entrances	Exp.	MCCS	SH	\$2,800	\$2,800	\$4,152	148%
6474	Industrial Area Slashing & Spraying	Exp.	MCCS	SH	\$1,500	\$1,500	\$386	26%
6492	Myrtle Benn Reserve	Exp.	MCCS	SH	\$3,500	\$3,500	\$701	20%
6494	Sundry Reserves	Exp.	MCCS	SH	\$19,700	\$19,700	\$15,660	79%
6558	Loan Guarentee Fee	Exp.	MCCS	MCCS	\$1,170	\$1,170	\$8,608	736%
6559	Interest on Loans (134, 136 & 142)	Exp.	MCCS	MCCS	\$16,463	\$16,463	\$31,148	189%
6792	Admin Cash Reallocated (Other Rec	Exp.	MCCS	MCCS	\$30,130	\$30,130	\$29,551	98%
					<b>\$847,704</b>	<b>\$847,704</b>	<b>\$930,606</b>	<b>110%</b>
6613	Grant - LotteryWest - Playground/C	Inc.	MCCS	MCCS	-\$413,707	-\$413,707	\$0	0%
6623	Grant - CSRFF	Inc.	MCCS	MCCS	-\$367,795	-\$367,795	-\$309,995	84%
6463	Grant - Community Drought (Netba	Inc.	MCCS	MCCS	-\$250,000	-\$250,000	-\$206,778	83%
6643	Grant - Trails	Inc.	MCCS	MCCS	-\$20,000	-\$20,000	\$0	0%
6513	Annual Fee - Football Club	Inc.	MCCS	MCCS	-\$6,000	-\$6,000	\$0	0%
6533	Annual Fee - Other Clubs	Inc.	MCCS	MCCS	-\$1,600	-\$1,600	-\$7,427	464%
6523	Hire Fees - Complex Building	Inc.	MCCS	MCCS	-\$4,500	-\$4,500	-\$6,986	155%
6653	Contribution - Complex Audio/Visu	Inc.	MCCS	MCCS	-\$30,000	-\$30,000	-\$42,339	141%
6553	Contribution - Dept Education - Ove	Inc.	MCCS	MCCS	-\$28,600	-\$28,600	-\$27,812	97%
					<b>-\$1,122,202</b>	<b>-\$1,122,202</b>	<b>-\$601,338</b>	<b>54%</b>

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b><u>Public Halls/Civic Centres</u></b>								
016D	Depreciation (Sch 11)	Exp.	MCCS	SFO	\$75,000	\$75,000	\$71,696	96%
6232	All Halls - Cutlery & Crockery	Exp.	MCCS	SH	\$2,000	\$2,000	\$0	0%
6202	Memorial Hall - Cleaning & Conveni	Exp.	MCCS	SH	\$21,100	\$21,100	\$31,334	149%
6214	Memorial Hall - Building Maint	Exp.	MCCS	BMC	\$8,000	\$8,000	\$11,264	141%
6224	Memorial Hall - Grounds Maint	Exp.	MCCS	SH	\$5,100	\$5,100	\$1,633	32%
6218	Muradup Hall - Building Expenses	Exp.	MCCS	BMC	\$3,600	\$3,600	\$1,120	31%
6216	Mobrup Hall - Building Expenses	Exp.	MCCS	BMC	\$0	\$0	\$0	
6219	Qualeup Hall - Building Expenses	Exp.	MCCS	BMC	\$1,000	\$1,000	\$704	70%
6227	Boscabel Hall - Building Expenses	Exp.	MCCS	BMC	\$1,000	\$1,000	\$39	4%
6212	RSL Hall - Cleaning & Conveniences	Exp.	MCCS	SH	\$7,050	\$7,050	\$12,116	172%
6324	RSL Hall - Building Maint	Exp.	MCCS	BMC	\$3,600	\$3,600	\$3,509	97%
					<b>\$127,450</b>	<b>\$127,450</b>	<b>\$133,415</b>	<b>105%</b>
6203	Hire Fees - Memorial Hall	Inc.	MCCS	MCCS	-\$1,900	-\$1,900	-\$1,718	90%
6213	Hire Fees - RSL Hall	Inc.	MCCS	MCCS	-\$550	-\$550	-\$1,120	204%
6243	Grant - LRCIP (Harrison Place)	Inc.	MCCS	MCCS	-\$197,625	-\$197,625	\$0	0%
					<b>-\$200,075</b>	<b>-\$200,075</b>	<b>-\$2,838</b>	<b>1%</b>
<b><u>Swimming Areas &amp; Beaches</u></b>								
050D	Depreciation	Exp.	MCCS	SFO	\$67,400	\$67,400	\$69,043	102%
012A	Annual Leave Accrual	Exp.	MCCS	SFO	\$0	\$0	-\$409	
6352	Salaries	Exp.	MCCS	MCCS	\$82,000	\$82,000	\$53,533	65%
6353	Superannuation	Exp.	MCCS	MCCS	\$9,000	\$9,000	\$8,752	97%
6354	Conferences & Training	Exp.	MCCS	MCCS	\$1,500	\$1,500	\$0	0%
6356	Staff Housing Subsidy	Exp.	MCCS	MCCS	\$10,000	\$10,000	\$7,140	71%
6257	Utilities & Communications	Exp.	MCCS	MCCS	\$30,000	\$30,000	\$27,539	92%
6254	Consumables & Minor Expenses	Exp.	MCCS	MCCS	\$3,900	\$3,900	\$242	6%
6264	Chemicals	Exp.	MCCS	MCCS	\$6,000	\$6,000	\$8,162	136%
6258	Insurance	Exp.	MCCS	MCCS	\$10,000	\$10,000	\$9,861	99%
6252	Building Maintenance	Exp.	MCCS	BMC	\$4,000	\$4,000	\$2,449	61%
6261	Maintenance - Builder	Exp.	MCCS	BMC	\$2,500	\$2,500	\$250	10%
6262	Grounds Maintenance	Exp.	MCCS	SH	\$7,000	\$7,000	\$4,128	59%
6272	Equipment Maintenance	Exp.	MCCS	MCCS	\$8,000	\$8,000	\$5,016	63%
6371	Grant Development	Exp.	MCCS	MCCS	\$10,000	\$10,000	\$0	0%
6376	Bike Rack	Exp.	MCCS	MCCS	\$2,500	\$2,500	\$1,270	51%
6282	Winter Maintenance	Exp.	MCCS	MCCS	\$5,000	\$5,000	\$3,587	72%
6271	Non-Capital Purchases per 10yr Pla	Exp.	MCCS	MCCS	\$1,500	\$1,500	\$2,477	165%
6274	Kiosk COGS	Exp.	MCCS	MCCS	\$4,000	\$4,000	\$1,725	43%
6292	Admin Cash Reallocated (Pools)	Exp.	MCCS	MCCS	\$15,452	\$15,452	\$15,155	98%
					<b>\$279,752</b>	<b>\$279,752</b>	<b>\$219,920</b>	<b>79%</b>
6294	Entry Fees - Season Tickets	Inc.	MCCS	MCCS	-\$9,000	-\$9,000	-\$7,368	82%
6296	Entry Fees - Daily Entry	Inc.	MCCS	MCCS	-\$6,500	-\$6,500	-\$5,003	77%
6295	Kiosk Sales	Inc.	MCCS	MCCS	-\$8,000	-\$8,000	-\$4,916	61%
					<b>-\$23,500</b>	<b>-\$23,500</b>	<b>-\$17,287</b>	<b>74%</b>
<b><u>Television &amp; Radio Rebroadcast</u></b>								
6752	Television Translator	Exp.	MCCS	MWS	\$35	\$35	\$32	91%
6772	VHF Repeater Operating/Maintena	Exp.	MCCS	CEO	\$160	\$160	\$149	
					<b>\$195</b>	<b>\$195</b>	<b>\$181</b>	<b>93%</b>



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>12. TRANSPORT</b>								
<b><u>Airport Control</u></b>								
7762	Airport Building - Maintenance	Exp.	MRS	BMC	\$3,850	\$3,850	\$2,889	75%
7764	Airport Building - Cleaning	Exp.	MRS	SH	\$800	\$800	\$1,132	141%
7772	Airstrip Operations	Exp.	MRS	BMC	\$50	\$50	\$45	90%
7774	Airstrip Ground Maint	Exp.	MRS	SH	\$5,000	\$5,000	\$9,664	193%
7771	Loan Guarantee Fee	Exp.	MRS	MCCS	\$540	\$540	\$1,499	278%
7761	Interest on Loans	Exp.	MRS	MCCS	\$1,528	\$1,528	\$2,879	188%
					<b>\$11,768</b>	<b>\$11,768</b>	<b>\$18,107</b>	<b>154%</b>
7773	Billboard Advertising	Inc.	MRS	MCCS	\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b><u>Const. Sts,Rds,Bridges,Depots</u></b>								
020D	Depreciation (Sch 12)	Exp.	MWS	SFO	\$1,896,500	\$1,896,500	\$1,945,374	103%
					<b>\$1,896,500</b>	<b>\$1,896,500</b>	<b>\$1,945,374</b>	<b>103%</b>
7375	Grant - MRWA Direct	Inc.	MWS	MWS	-\$151,000	-\$151,000	-\$160,600	106%
7405	Grant - Regional Road Group (RRG)	Inc.	MWS	MWS	-\$565,600	-\$565,600	-\$438,932	78%
7435	Grant - Roads to Recovery (R2R)	Inc.	MWS	MWS	-\$432,594	-\$432,594	-\$432,596	100%
7325	Grant - Special	Inc.	MWS	MWS	\$0	\$0	\$0	
7323	Grant - LR&CIP	Inc.	MWS	MWS	-\$169,411	-\$169,411	\$0	0%
7313	Private Contributions	Inc.	MWS	MWS	-\$36,364	-\$36,364	-\$36,364	100%
					<b>-\$1,354,969</b>	<b>-\$1,354,969</b>	<b>-\$1,068,492</b>	<b>79%</b>
<b><u>Mtce Sts,Rds,Bridges,Depots</u></b>								
7632	Town Streets - Drainage Mtce	Exp.	MWS	MWS	\$15,500	\$15,500	\$10,653	69%
7662	Bridge Maintenance	Exp.	MWS	MWS	\$85,000	\$85,000	\$57,352	67%
7672	Footpath Maintenance	Exp.	MWS	MWS	\$10,000	\$10,000	\$11,504	115%
7682	Lighting of Streets	Exp.	MWS	MCCS	\$57,600	\$57,600	\$53,153	92%
7692	Depot - Maintenance	Exp.	MWS	MWS	\$35,200	\$35,200	\$38,821	110%
7694	Depot - Grounds & Nursery Maint	Exp.	MWS	SH	\$8,000	\$8,000	\$9,258	116%
7695	Depot - OHS Minor Items	Exp.	MWS	MWS	\$1,200	\$1,200	\$0	0%
7704	Depot - Cleaning	Exp.	MWS	SH	\$17,850	\$17,850	\$24,991	140%
RM01	Grading	Exp.	MWS	MWS	\$550,000	\$550,000	\$721,582	131%
RM02	Grading - Summer	Exp.	MWS	MWS	\$0	\$0	\$1,902	
RM03	Drainage Maintenance	Exp.	MWS	MWS	\$185,000	\$185,000	\$280,113	151%
RM04	Bitumen Patching/Repair	Exp.	MWS	MWS	\$70,000	\$70,000	\$152,072	217%
RM05	Guide Post & Signage	Exp.	MWS	MWS	\$45,000	\$45,000	\$47,770	106%
RM06	Roadside Spraying	Exp.	MWS	SH	\$26,500	\$26,500	\$24,191	91%
RM08	Rural Limb & Tree Removal - Fallen	Exp.	MWS	MWS	\$55,020	\$55,020	\$98,410	179%
RM10	Traffic Counter	Exp.	MWS	MWS	\$0	\$0	\$735	
RM11	Kerb Maintenance	Exp.	MWS	MWS	\$3,000	\$3,000	\$3,023	101%
RM15	Trees Rural Major Works	Exp.	MWS	MWS	\$60,000	\$60,000	\$42,437	71%
RM16	Townsite - Kojonup Verge Mtce	Exp.	MWS	SH	\$78,000	\$78,000	\$99,185	127%
RM17	Townsite Trees - General Mtce	Exp.	MWS	SH	\$15,500	\$15,500	\$18,205	117%
RM18	Townsite Trees - Upgrade, Watering	Exp.	MWS	SH	\$3,000	\$3,000	\$3,386	113%
RM19	Townsite Trees - Pruning - Contract	Exp.	MWS	SH	\$10,000	\$10,000	\$10,256	103%
RM20	Road Accident Recovery	Exp.	MWS	MWS	\$1,000	\$1,000	\$947	95%
RM22	Removal of Street Trees	Exp.	MWS	SH	\$12,000	\$12,000	\$9,877	82%
RM23	Townsite Street Sweeping	Exp.	MWS	MWS	\$10,000	\$10,000	\$7,881	79%
RM24	Car Park Line marking	Exp.	MWS	MWS	\$5,000	\$5,000	\$0	0%
7702	Admin Cash Reallocated (Road Mtce)	Exp.	MWS	MWS	\$309,030	\$309,030	\$303,090	98%
					<b>\$1,668,400</b>	<b>\$1,668,400</b>	<b>\$2,030,792</b>	<b>122%</b>
7605	Sale of Small Items	Inc.	MWS	MWS	-\$7,000	-\$7,000	\$0	
7683	Grant - Street Light Subsidy	Inc.	MWS	MCCS	-\$10,000	-\$10,000	-\$9,580	96%
					<b>-\$17,000</b>	<b>-\$17,000</b>	<b>-\$9,580</b>	<b>56%</b>

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>13. ECONOMIC SERVICES</b>								
<b><u>Building Control</u></b>								
8552	Building Admin. Salaries	Exp.	MRS	MRS	\$35,000	\$35,000	\$45,744	131%
8572	Building Superannuation	Exp.	MRS	MRS	\$5,000	\$5,000	\$7,805	156%
8602	Other Employee Costs (Bldg)	Exp.	MRS	MRS	\$2,400	\$2,400	\$2,090	87%
8612	Vehicle Operating	Exp.	MRS	MRS	\$5,000	\$5,000	\$13,855	277%
8622	Building Control Expenses	Exp.	MRS	MRS	\$3,000	\$3,000	\$1,363	45%
8672	Admin Realloc Cash (Bldg)	Exp.	MRS	MCCS	\$15,452	\$15,452	\$15,155	98%
8682	Admin Realloc Non Cash (Bldg)	Exp.	MRS	MCCS	\$915	\$915	\$898	98%
					<b>\$66,767</b>	<b>\$66,767</b>	<b>\$86,909</b>	<b>130%</b>
8653	Building Permit Application Fees	Inc.	MRS	MRS	-\$6,000	-\$6,000	-\$5,731	96%
8663	BCITF & BSL Commissions	Inc.	MRS	MRS	-\$250	-\$250	-\$151	60%
8633	Private Pool Inspection Charges	Inc.	MRS	MRS	-\$1,000	-\$1,000	-\$935	94%
					<b>-\$7,250</b>	<b>-\$7,250</b>	<b>-\$6,817</b>	<b>94%</b>
<b><u>Other Economic Services</u></b>								
014P	Profit/Loss (Sch 13)	Exp.	MRS	SFO	\$0	\$0	\$0	
033D	Depreciation (Sch 13 - Saleyards)	Exp.	MRS	SFO	\$850	\$850	\$853	100%
8011	Wash Down Bay - Repairs	Exp.	MRS	MWS	\$4,000	\$4,000	\$964	24%
8801	Wash Down Bay - Other	Exp.	MRS	MWS	\$100	\$100	\$0	0%
8807	Wash Down Bay - Utilities	Exp.	MRS	MWS	\$10,000	\$10,000	\$8,755	88%
8800	Saleyards - Grounds Maintenance	Exp.	MRS	SH	\$8,000	\$8,000	\$9,509	119%
8802	Saleyards - Other	Exp.	MRS	MWS	\$30,000	\$30,000	\$270	1%
8808	Saleyards - Insurances	Exp.	MRS	MCCS	\$400	\$400	\$322	81%
					<b>\$53,350</b>	<b>\$53,350</b>	<b>\$20,673</b>	<b>39%</b>
8013	Wash Down Bay - Fees	Inc.	MRS	MCCS	-\$23,000	-\$23,000	-\$20,832	91%
8803	Saleyards - Income	Inc.	MRS	MCCS	\$0	\$0	\$0	
					<b>-\$23,000</b>	<b>-\$23,000</b>	<b>-\$20,832</b>	<b>91%</b>
<b><u>Rural Services</u></b>								
023D	Depreciation (Sch 13)	Exp.	MRS	SFO	\$6,300	\$6,300	\$5,546	88%
8002	Water Standpipes	Exp.	MRS	MWS	\$33,200	\$33,200	\$50,015	151%
8006	Rural Street Addressing	Exp.	MRS	MWS	\$100	\$100	\$18	18%
					<b>\$39,600</b>	<b>\$39,600</b>	<b>\$55,579</b>	<b>140%</b>
8003	Water Standpipe Charges	Inc.	MRS	MCCS	-\$50,000	-\$50,000	-\$29,634	59%
8113	Community Drought Extension Proj	Inc.	MRS	MCCS	-\$100,000	-\$100,000	\$3,806	-4%
					<b>-\$150,000</b>	<b>-\$150,000</b>	<b>-\$25,828</b>	<b>17%</b>



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>Tourism &amp; Area Promotion - The Kodja Place</b>								
013P	Loss On Sale Of Assets (Sch 13)	Exp.	CEO	SFO	\$0	\$0	\$0	
017A	Annual Leave Accrual	Exp.	CEO	SFO	\$0	\$0	\$3,065	
017L	Long Service Leave Accrual	Exp.	CEO	SFO	\$0	\$0	\$3,364	
022D	Depreciation (Sch 13)	Exp.	CEO	SFO	\$79,000	\$79,000	\$79,195	100%
055D	Depreciation (Sch 13)	Exp.	CEO	SFO	\$700	\$700	\$720	103%
8302	Salaries	Exp.	CEO	CEO	\$154,650	\$154,650	\$149,742	
8344	Superannuation	Exp.	CEO	CEO	\$15,685	\$15,685	\$16,108	103%
8332	Superannuation (TKP)	Exp.	CEO	CEO	\$0	\$0	\$0	
8202	Salaries (Visitors Centre)	Exp.	CEO	CEO	\$0	\$0	\$0	#DIV/0!
8212	Salaries (Story Place / Gallery)	Exp.	CEO	CEO	\$0	\$0	\$0	
8345	Superannuation (Story Place / Galle	Exp.	CEO	CEO	\$0	\$0	\$0	
8304	Traineeship (Story Place/Gallery)	Exp.	CEO	CEO	\$9,600	\$9,600	\$0	0%
8342	Conferences & Training	Exp.	CEO	CEO	\$1,000	\$1,000	\$0	0%
8112	FBT	Exp.	CEO	CEO	\$0	\$0	\$0	
8109	Story Area (MOSAiC)	Exp.	CEO	CEO	\$250	\$250	\$660	264%
8367	Story Area (Digital)	Exp.	CEO	CEO	\$1,000	\$1,000	\$0	0%
8110	Catering	Exp.	CEO	VSO	\$1,500	\$1,500	\$320	21%
8368	Activity (Educational)	Exp.	CEO	VSO	\$200	\$200	\$0	0%
8126	Insurances - Various	Exp.	CEO	MCCS	\$13,500	\$13,500	\$13,250	98%
8152	Public Liability Insurance	Exp.	CEO	MCCS	\$8,000	\$8,000	\$7,500	94%
8322	Employee Insurances (Tourism)	Exp.	CEO	MCCS	\$4,100	\$4,100	\$4,181	102%
8142	Printing, Stationary & Office Expens	Exp.	CEO	VSO	\$7,500	\$7,500	\$10,640	142%
8162	Building Maintenance	Exp.	CEO	BMC	\$9,141	\$9,141	\$8,738	96%
8557	Building Maintenance (BCC)	Exp.	CEO	BMC	\$2,000	\$2,000	\$715	36%
8164	Utilities & Communications	Exp.	CEO	VSO	\$16,400	\$16,400	\$19,974	122%
8166	Cleaning	Exp.	CEO	SH	\$29,100	\$29,100	\$35,605	122%
8172	Grounds Maintenance	Exp.	CEO	SH	\$50,000	\$50,000	\$75,059	150%
8174	Rose Maze Grounds Maintenance	Exp.	CEO	SH	\$0	\$0	\$452	
8192	Misc Expenses	Exp.	CEO	VSO	\$1,750	\$1,750	\$1,221	70%
8292	Bike Rack	Exp.	CEO	VSO	\$2,500	\$2,500	\$2,000	80%
8358	Websites	Exp.	CEO	MCCS	\$20,000	\$20,000	\$21,077	105%
8444	Retail Stock - COGS	Exp.	CEO	VSO	\$30,000	\$30,000	\$30,739	102%
8362	Vehicle Expenses	Exp.	CEO	CEO	\$0	\$0	\$0	
8364	Tour Guide Expenses	Exp.	CEO	CEO	\$12,000	\$12,000	\$12,070	101%
8394	Events	Exp.	CEO	VSO	\$1,500	\$1,500	\$2,443	163%
8534	Café Utility Expenses	Exp.	CEO	VSO	\$0	\$0	\$0	
8412	Admin Cash Realloc (Tourism)	Exp.	CEO	MCCS	\$135,973	\$135,973	\$133,359	98%
8422	Non Cash Admin Realloc (Tourism)	Exp.	CEO	MCCS	\$2,288	\$2,288	\$2,246	98%
					<b>\$609,337</b>	<b>\$609,337</b>	<b>\$634,444</b>	<b>104%</b>
8205	Visitor Fees	Inc.	CEO	VSO	-\$5,400	-\$5,400	-\$4,091	76%
8203	Hire Fees	Inc.	CEO	VSO	-\$1,550	-\$1,550	-\$1,705	110%
8204	Tour Groups	Inc.	CEO	VSO	-\$800	-\$800	-\$218	27%
8207	Activity Fees	Inc.	CEO	VSO	-\$800	-\$800	-\$109	14%
8213	Café Lease Fees	Inc.	CEO	VSO	-\$13,800	-\$13,800	-\$14,282	103%
8283	Donations	Inc.	CEO	VSO	-\$1,500	-\$1,500	-\$357	24%
8243	Retail Sales	Inc.	CEO	VSO	-\$45,000	-\$45,000	-\$44,618	99%
8263	Sales - Commissions	Inc.	CEO	VSO	-\$1,500	-\$1,500	-\$2,345	156%
8193	Sundry Income	Inc.	CEO	VSO	\$0	\$0	-\$1,377	
8223	Brochure Racking and Membership	Inc.	CEO	VSO	-\$100	-\$100	-\$323	323%
114P	Profit on Sale of Assets	Inc.	CEO	SFO	\$0	\$0	\$0	
					<b>-\$70,450</b>	<b>-\$70,450</b>	<b>-\$69,426</b>	<b>99%</b>
	<i>Net Profit/loss The Kodja Place</i>				<b>-\$538,887</b>	<b>-\$538,887</b>	<b>-\$565,017</b>	<b>105%</b>



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b><u>Tourism &amp; Area Promotion - The Black Cockatoo Café</u></b>					\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
					\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<i>Net Profit/(loss) The Black Cockatoo Café</i>					<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	
<b><u>Tourism &amp; Area Promotion - Other</u></b>								
029D	Depreciation	Exp.	CEO	SFO	\$96,000	\$96,000	\$96,260	100%
8222	Salaries (Other T&AP)	Exp.	CEO	CEO	\$0	\$0	\$0	
8346	Superannuation (Other T&AP)	Exp.	CEO	CEO	\$0	\$0	\$0	
8101	Kojonup Marketing & Promotions	Exp.	CEO	CEO	\$8,000	\$8,000	\$3,374	42%
8107	Great Southern Treasures	Exp.	CEO	CEO	\$12,100	\$12,100	\$12,100	100%
8354	Subscriptions, Accreditation, etc.	Exp.	CEO	VSO	\$3,000	\$3,000	\$1,550	52%
8414	Wool Wagon	Exp.	CEO	BMC	\$200	\$200	\$40	20%
8374	Australia Day Breakfast	Exp.	CEO	CDO	\$2,000	\$2,000	\$2,037	102%
8371	EV Charging Station	Exp.	CEO	MCCS	\$5,000	\$5,000	\$5,081	102%
8402	Railway Station Building Operating	Exp.	CEO	BMC	\$0	\$0	\$406	
8432	Railway Station Building Maintenance	Exp.	CEO	BMC	\$1,500	\$1,500	\$293	20%
					<b>\$127,800</b>	<b>\$127,800</b>	<b>\$121,141</b>	<b>95%</b>
8494	EV Charging Station	Inc.	CEO	MCCS	-\$8,000	-\$8,000	-\$2,802	35%
					<b>-\$8,000</b>	<b>-\$8,000</b>	<b>-\$2,802</b>	<b>35%</b>
<b><u>Great Southern Treasures</u></b>								
8512	Brochure Distribution & Storage	Exp.	CEO	VSO	\$1,867	\$1,867	\$1,867	100%
8522	Brochure Printing	Exp.	CEO	VSO	\$855	\$855	\$855	100%
8514	Annual Memberships	Exp.	CEO	VSO	\$177	\$177	\$177	100%
8584	Administration (Postage, Catering, l	Exp.	CEO	VSO	\$898	\$898	\$898	100%
8594	Website Hosting	Exp.	CEO	VSO	\$311	\$311	\$311	100%
8566	Forward Monies to ASW	Exp.	CEO	VSO	\$103,624	\$103,624	\$107,986	104%
					<b>\$107,732</b>	<b>\$107,732</b>	<b>\$112,094</b>	<b>104%</b>
8543	Income from Member Shires	Inc.	CEO	MCCS	-\$93,000	-\$93,000	-\$93,000	100%
8553	Grant Funds	Inc.	CEO	MCCS	-\$14,732	-\$14,732	-\$14,732	100%
					<b>-\$107,732</b>	<b>-\$107,732</b>	<b>-\$107,732</b>	<b>100%</b>

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b>14. OTHER PROPERTY &amp; SERVICES</b>								
<b><u>Materials In Store</u></b>								
9452	Stock Variance Account	Exp.	MWS	MCCS	\$100	\$100	\$0	0%
					<b>\$100</b>	<b>\$100</b>	<b>\$0</b>	
<b><u>Plant Operation Costs</u></b>								
9342	Fuel & Oil	Exp.	MWS	MWS	\$215,000	\$215,000	\$278,463	130%
9352	Tyres & Tubes	Exp.	MWS	MWS	\$15,000	\$15,000	\$6,075	41%
9362	Parts, Ext Work & Sundries	Exp.	MWS	MWS	\$96,500	\$96,500	\$98,785	102%
9363	Purchase of Tools	Exp.	MWS	MWS	\$3,000	\$3,000	\$2,660	89%
9372	Wages & Overheads	Exp.	MWS	MWS	\$180,000	\$180,000	\$158,706	88%
9382	Vehicles - Insurance	Exp.	MWS	MWS	\$60,000	\$60,000	\$76,691	128%
9386	Vehicles - Licences	Exp.	MWS	MWS	\$28,000	\$28,000	\$998	4%
112P	Loss On Sale Of Assets (Sch 12)	Exp.	MWS	SFO	\$113,000	\$113,000	\$0	0%
9402	Less POC Allocated To W. & S.	Exp.	MWS	MWS	-\$710,500	-\$710,500	-\$553,911	78%
021D	Depreciation (Sch 12)	Exp.	MWS	SFO	\$399,200	\$399,200	\$379,139	95%
025D	Depreciation W/Back	Exp.	MWS	SFO	-\$399,200	-\$399,200	-\$382,046	96%
					<b>\$0</b>	<b>\$0</b>	<b>\$65,561</b>	
012P	Profit On Sale Of Assets (Sch 12)	Inc.	MWS	SFO	-\$29,000	-\$29,000	-\$29,238	101%
9393	Income - Diesel Fuel Rebates	Inc.	MWS	SFO	-\$25,000	-\$25,000	-\$32,378	130%
					<b>-\$54,000</b>	<b>-\$54,000</b>	<b>-\$61,616</b>	<b>114%</b>
<b><u>Private Works</u></b>								
9002	Private Works	Exp.	MWS	MWS	\$5,000	\$5,000	\$8,717	174%
9008	Pte Works-Other Councils-Roads	Exp.	MWS	MWS	\$5,000	\$5,000	\$0	0%
					<b>\$10,000</b>	<b>\$10,000</b>	<b>\$8,717</b>	<b>87%</b>
9003	Private Works Income	Inc.	MWS	MWS	-\$10,000	-\$10,000	-\$7,827	78%
9009	Pte Works-Income-Other Councils	Inc.	MWS	MWS	-\$10,000	-\$10,000	\$0	0%
					<b>-\$20,000</b>	<b>-\$20,000</b>	<b>-\$7,827</b>	<b>39%</b>

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b><u>Public Works Overheads</u></b>								
021A	Annual Leave Accrual	Exp.	MWS	MCCS	\$0	\$0	\$15,430	
021L	Long Service Leave Accrual	Exp.	MWS	MCCS	\$0	\$0	\$14,681	
9022	Salaries - Supervisors & Assistant	Exp.	MWS	MWS	\$530,000	\$530,000	\$339,448	64%
9042	Superannuation (Supervisors)	Exp.	MWS	MWS	\$19,000	\$19,000	\$22,825	120%
9052	Conferences & Training (Super)	Exp.	MWS	MWS	\$2,200	\$2,200	\$1,300	59%
9062	Emp Insurances (Supervisors)	Exp.	MWS	MWS	\$1,900	\$1,900	\$2,090	110%
9072	Other Staff Expenses (Inc. FBT)	Exp.	MWS	SFO	\$13,000	\$13,000	\$17,390	134%
9502	Allowances	Exp.	MWS	MWS	\$12,000	\$12,000	\$8,236	69%
9082	Vehicle Operating	Exp.	MWS	MWS	\$20,000	\$20,000	\$15,381	77%
9081	Staff Housing Subsidy	Exp.	MWS	MCCS	\$6,000	\$6,000	\$1,806	30%
9084	Consulting Technical	Exp.	MWS	MWS	\$15,000	\$15,000	\$370	2%
9092	Office Expenses	Exp.	MWS	MWS	\$11,000	\$11,000	\$10,319	94%
9094	Minor Equipment/Consumables	Exp.	MWS	MWS	\$7,500	\$7,500	\$7,637	102%
9095	RAMM Road Inventory	Exp.	MWS	MWS	\$20,000	\$20,000	\$24,220	121%
9101	ICT program development for Depc	Exp.	MWS	MWS	\$5,000	\$5,000	\$72	1%
9102	Training Exp.	Exp.	MWS	MWS	\$90,000	\$90,000	\$46,318	51%
9112	Meetings	Exp.	MWS	MWS	\$31,000	\$31,000	\$33,170	107%
9122	Annual Leave	Exp.	MWS	MWS	\$130,000	\$130,000	\$109,739	84%
9132	Public Holidays	Exp.	MWS	MWS	\$84,000	\$84,000	\$67,636	81%
9142	Sick Leave	Exp.	MWS	MWS	\$65,000	\$65,000	\$67,584	104%
9152	Superannuation	Exp.	MWS	MWS	\$160,000	\$160,000	\$170,371	106%
9162	Workers Comp Insurance	Exp.	MWS	MCCS	\$31,500	\$31,500	\$39,091	124%
9172	Staff Functions	Exp.	MWS	MWS	\$2,500	\$2,500	\$3,111	124%
9192	Long Service Leave	Exp.	MWS	MWS	\$40,000	\$40,000	\$43,004	108%
9202	Safety Equipment & P.P.E.	Exp.	MWS	MWS	\$20,000	\$20,000	\$21,431	107%
9262	Emp Insurances	Exp.	MWS	MCCS	\$4,500	\$4,500	\$4,432	98%
9182	Insurance on Works	Exp.	MWS	MCCS	\$5,500	\$5,500	\$5,746	104%
9280	Cleaners - Annual Leave	Exp.	MWS	MWS	\$5,500	\$5,500	\$6,711	122%
9281	Cleaners - Long Service Leave	Exp.	MWS	MWS	\$3,000	\$3,000	\$1,151	38%
9282	Cleaners - Sick Leave	Exp.	MWS	MWS	\$2,000	\$2,000	\$2,775	139%
9284	Cleaners - Public Holidays	Exp.	MWS	MWS	\$3,000	\$3,000	\$2,060	69%
9286	Cleaners - Superannuation	Exp.	MWS	MWS	\$5,000	\$5,000	\$3,578	72%
9421	Small Items (Chainsaws, Mowers, e	Exp.	MWS	MWS	\$3,000	\$3,000	\$4,662	155%
9302	Admin Realloc - Cash (PWO)	Exp.	MWS	MCCS	\$309,030	\$309,030	\$303,089	98%
9332	Admin Non Cash Realloc (PWO)	Exp.	MWS	MCCS	\$48,495	\$48,495	\$47,619	98%
9422	Sundry Plant - Automatic Recoverie	Exp.	MWS	MCCS	\$29,000	\$29,000	\$26,975	93%
9312	Less Allocated to Works & Services	Exp.	MWS	MWS	-\$1,734,625	-\$1,734,625	-\$1,481,500	85%
					\$0	\$0	\$9,961	
9543	Apprenticeship/Trainee Grant	Inc.	MWS	CEO	-\$24,000	-\$24,000	-\$13,481	
9323	Sundry Income - PWO	Inc.	MWS	MCCS	-\$1,000	-\$1,000	\$0	0%
					-\$25,000	-\$25,000	-\$13,481	
<b><u>Salaries And Wages</u></b>								
9482	Salaries & Wages Drawn	Exp.	MCCS	MCCS	\$5,000,000	\$5,000,000	\$4,856,733	97%
9492	Workers Comp Allocated	Exp.	MCCS	MCCS	\$95,000	\$95,000	\$87,815	92%
9512	Salary & Wage Alloc To W. & S.	Exp.	MCCS	MCCS	-\$5,000,000	-\$5,000,000	-\$4,856,733	97%
					\$95,000	\$95,000	\$87,815	
9493	Workers Compensation Income	Inc.	MCCS	MCCS	-\$95,000	-\$95,000	-\$121,329	128%
					-\$95,000	-\$95,000	-\$121,329	128%



A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% OT Annual Budget 100%
<b>Unclassified</b>								
015P	Profit/Loss (Sch 14)	Exp.	MCCS	SFO	\$0	\$0	\$0	
024D	Depreciation (Sch 14)	Exp.	MCCS	SFO	\$21,900	\$21,900	\$21,839	100%
9572	Land Survey & Leasing Costs	Exp.	MCCS	SAO	\$20,000	\$20,000	\$655	3%
9862	Interest - Loans - Council	Exp.	MCCS	MCCS	\$0	\$0	-\$13,069	
9682	Misc Expenses-Other Property	Exp.	MCCS	MCCS	\$11,232	\$11,232	\$17,175	153%
					<b>\$53,132</b>	<b>\$53,132</b>	<b>\$26,600</b>	<b>50%</b>
9625	Small Items Insurance Income	Inc.	MCCS	MCCS	-\$2,000	-\$2,000	-\$1,318	66%
9626	Sundry Income - Other Property	Inc.	MCCS	MCCS	-\$27,000	-\$27,000	-\$28,558	106%
9627	Insurance Premium Refund	Inc.	MCCS	MCCS	-\$15,000	-\$15,000	-\$5,729	38%
9683	Lease of Properties (Other)	Inc.	MCCS	MCCS	-\$15,682	-\$15,682	-\$16,802	107%
9695	Recoverable Costs	Inc.	MCCS	MCCS	-\$1	-\$1	-\$28	
					<b>-\$59,683</b>	<b>-\$59,683</b>	<b>-\$52,435</b>	<b>88%</b>
<b>15. FINANCE &amp; BORROWING</b>								
<b>Finance &amp; Borrowing</b>								
9882	Loan Guarantee Fee	Exp.	MCCS	MCCS	\$0	\$0	\$0	
9872	Interest - Loans - Self Support	Exp.	MCCS	MCCS	\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
9873	Reimburse - Loan Interest- Bowling	Inc.	MCCS	MCCS	\$0	\$0	\$0	
					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>GRAND TOTALS</b>					<b>-\$601,387</b>	<b>-\$601,387</b>	<b>\$104,214</b>	

A/c	Description	Type	Resp. Manager	Resp. Officer	2021/2022 Total Budget	2021/2022 YTD Budget	2021/2022 YTD Actuals	% of Annual Budget 100%
<b>SUMMARIES:</b>								
<b>BY DEPARTMENT:</b>				COUNT				
<b>Revenue</b>								
	Chief Executive Officer			20	-\$297,182	-\$297,182	-\$339,841	
	Manager Corporate & Community Services			52	-\$6,664,142	-\$6,664,142	-\$7,197,462	108%
	Manager Works & Services			16	-\$1,522,219	-\$1,522,219	-\$1,237,475	81%
	Manager Regulatory Services			29	-\$527,550	-\$527,550	-\$386,994	73%
	Manager Aged Care Services			14	-\$2,511,000	-\$2,511,000	-\$2,195,445	87%
				131	-\$11,522,093	-\$11,522,093	-\$11,357,216	99%
<b>Expenditure</b>								
	Chief Executive Officer			102	\$1,760,795	\$1,760,795	\$1,773,788	101%
	Manager Corporate & Community Services			177	\$1,798,533	\$1,798,533	\$1,834,081	102%
	Manager Works & Services			105	\$3,833,021	\$3,833,021	\$4,288,536	112%
	Manager Regulatory Services			83	\$954,699	\$954,699	\$940,627	99%
	Manager Aged Care Services			51	\$2,573,658	\$2,573,658	\$2,624,399	102%
				518	\$10,920,705	\$10,920,705	\$11,461,430	105%
<b>NET RESULT</b>					<b>\$601,387</b>	<b>\$601,387</b>	<b>-\$104,214</b>	

<b>SUMMARIES:</b>								
<b>BY RESPONSIBLE OFFICER:</b>				COUNT				
<b>Revenue</b>								
	Chief Executive Officer			2	-\$73,950	-\$73,950	-\$87,556	
	- Visitor Services Officer			10	-\$70,450	-\$70,450	-\$69,426	99%
	Manager Corporate & Community Services			51	-\$3,328,249	-\$3,328,249	-\$3,778,169	114%
	- Senior Finance Officer			19	-\$4,345,225	-\$4,345,225	-\$4,358,790	100%
	- Senior Library Officer			5	-\$52,530	-\$52,530	-\$27,300	52%
	- Community Development Officer			7	-\$20,600	-\$20,600	-\$25,517	124%
	- Sport & Recreation Officer			0	\$0	\$0	\$0	
	- Senior Administration Officer			1	-\$2,200	-\$2,200	-\$2,000	91%
	Manager Works & Services			9	-\$1,381,969	-\$1,381,969	-\$1,076,319	78%
	- Senior Horticulturalist			0	\$0	\$0	\$0	
	Manager Regulatory Services			11	-\$81,600	-\$81,600	-\$57,493	70%
	- Ranger / Building Maintenance Coordinator			8	-\$19,320	-\$19,320	-\$21,266	110%
	- Shire Planner			1	-\$8,000	-\$8,000	-\$10,526	132%
	Manager Aged Care Services			7	-\$2,138,000	-\$2,138,000	-\$1,842,852	86%
				131	-\$11,522,093	-\$11,522,093	-\$11,357,216	99%
<b>Expenditure</b>								
	Chief Executive Officer			41	\$367,045	\$367,045	\$328,524	90%
	- Visitor Services Officer			17	\$173,082	\$173,082	\$180,982	105%
	Manager Corporate & Community Services			137	\$2,193,455	\$2,193,455	\$2,254,384	103%
	- Senior Finance Officer			55	\$3,322,487	\$3,322,487	\$3,326,803	100%
	- Senior Library Officer			7	\$33,100	\$33,100	\$24,451	74%
	- Community Development Officer			9	\$22,022	\$22,022	\$18,070	82%
	- Sport & Recreation Officer			7	\$58,200	\$58,200	\$51,580	89%
	- Senior Administration Officer			3	\$38,000	\$38,000	\$17,803	47%
	Manager Works & Services			66	\$1,020,360	\$1,020,360	\$1,492,079	146%
	- Senior Horticulturalist			65	\$766,450	\$766,450	\$850,913	111%
	- Natural Resource Management Officer			9	\$142,150	\$142,150	\$117,347	83%
	Manager Regulatory Services			26	\$504,000	\$504,000	\$533,457	106%
	- Building Maintenance Coordinator			44	\$213,438	\$213,438	\$203,226	95%
	- Shire Planner			3	\$55,416	\$55,416	\$33,586	61%
	Manager Aged Care Services			29	\$2,011,500	\$2,011,500	\$2,028,225	101%
				518	\$10,920,705	\$10,920,705	\$11,461,430	105%
<b>NET RESULT</b>					<b>\$601,387</b>	<b>\$601,387</b>	<b>-\$104,214</b>	

**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL STATEMENTS**  
For the period ending 30 June 2022

9. PLANT REPLACEMENT DETAILS (& Asset Disposals)

By Program	PURCHASE PRICE		TRADE-IN AMOUNT		PLANT REPLACEMENT NET COST		
	Budget	Actual	Budget	Actual	Budget	Actual	Surplus/ (Deficit)
<b>Governance</b>							
Holden Caprice - 2KO - CEO	\$ 80,000	\$ 77,498	\$ 20,000	\$ 35,455	\$ 60,000	\$ 42,043	\$ 17,957
Mitsubishi Pajero - 1KO - Shire President	\$ 60,000		\$ 25,000		\$ 35,000	\$ -	\$ 35,000
Holden Equinox - MRS	\$ 50,075	\$ 49,750	\$ 19,000	\$ 17,477	\$ 31,075	\$ 32,273	\$ (1,198)
	\$ 190,075	\$ 127,248	\$ 64,000	\$ 52,932	\$ 126,075	\$ 74,316	
<b>Law, Order &amp; Public Safety</b>							
Nil							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Housing</b>							
Holden Equinox - MSHL	\$ 45,000	\$ 34,769	\$ 19,000	\$ 16,364	\$ 26,000	\$ 18,405	\$ 7,595
KIA Carnival	\$ 90,000		\$ 2,000		\$ 88,000	\$ -	\$ 88,000
	\$ 135,000	\$ 34,769	\$ 21,000	\$ 16,364	\$ 114,000	\$ 18,405	
<b>Recreation &amp; Culture</b>							
Netball Transportable Club House							
	\$ -	\$ -	\$ -	\$ 5,455	\$ -	\$ (5,455)	\$ 5,455
				\$ 5,455	\$ -	\$ (5,455)	
<b>Other Property &amp; Services</b>							
Holden Colorado - Mechanic	\$ 54,000	\$ 55,998	\$ 38,000	\$ 36,364	\$ 16,000	\$ 19,634	\$ (3,634)
Hilux Dual Cab - Grader	\$ 50,000		\$ 30,000		\$ 20,000	\$ -	\$ 20,000
Holden Colorado - SH	\$ 50,000		\$ 29,000		\$ 21,000	\$ -	\$ 21,000
Hino Tip Truck - Patching	\$ 70,000	\$ 1,021	\$ 15,000		\$ 55,000	\$ 1,021	\$ 53,979
Caterpillar Grader - 12MT	\$ 370,000	\$ 395,600	\$ 100,000	\$ 126,500	\$ 270,000	\$ 269,100	\$ 900
John Deere Mower	\$ 51,000	\$ 15,520	\$ 7,000	\$ 4,545	\$ 44,000	\$ 10,974	\$ 33,026
New Holland Tractor	\$ 90,000	\$ 69,390	\$ 15,000	\$ 9,500	\$ 75,000	\$ 59,890	\$ 15,110
Traffic Lights		\$ 26,700			\$ 26,700	\$ 26,700	\$ 26,700
Reverse Fans for Graders	\$ 20,000	\$ 15,947			\$ 20,000	\$ 15,947	\$ 4,053
	\$ 755,000	\$ 580,176	\$ 234,000	\$ 176,909	\$ 547,700	\$ 403,266	
<b>Total</b>	\$ 1,080,075	\$ 742,193	\$ 319,000	\$ 251,659	\$ 787,775	\$ 490,533	\$ 323,942
<b>By Class</b>							
Land & Buildings	\$ -	\$ -	\$ -	\$ 5,455	\$ -	\$ (5,455)	\$ 5,455
Plant & Equipment	\$ 1,080,075	\$ 742,193	\$ 319,000	\$ 246,205	\$ 787,775	\$ 495,988	\$ 318,487
<b>Total</b>	\$ 1,080,075	\$ 742,193	\$ 319,000	\$ 251,659	\$ 787,775	\$ 490,533	\$ 323,942

Net Transfer to/(from) Reserve Account: \$ (179,279) \$ -

12 year Average as per Plant Replacement Program: \$ 608,496 \$ 490,533 \$ (117,963)

\$ 581,800 \$ 581,800 \$ 117,963



**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL STATEMENTS**  
For the period ending 30 June 2022

**10. CAPITAL GRANTS & RESTRICTED CASH**

**Incorporating Summary of Restricted Cash:**

	Opening Balance - 1 July 2020	Budgeted Non- Operating Grants	Actual Non- Operating Grants	LESS Funds Utilised	Closing Balance (Restricted Cash)
<b>Grants and Subsidies - Non-Operating:</b>					
<b>Housing</b>					
Grant - ACAR	\$ -	\$ 282,000	\$ 0	\$ -	\$ 0
<b>Recreation &amp; Culture</b>					
LotteryWest (Playground/Gym/Shade)	\$ -	\$ 413,707	\$ -	\$ -	\$ -
CSRFF Grant (Netball Courts)	\$ -	\$ 367,795	\$ 309,995	\$ (309,995)	\$ -
Community Drought (Netball)	\$ -	\$ 250,000	\$ 206,778	\$ (206,778)	\$ -
Grant - Trails	\$ -	\$ 20,000	\$ -	\$ -	\$ -
Grant - RLCIP (Harrison Place)	\$ 29,762	\$ 197,625	\$ -	\$ (29,762)	\$ -
Grant - RLCIP ( Memorial Hall)	\$ 16,518	\$ -	\$ -	\$ (16,518)	\$ -
<b>Transport</b>					
Grant - MRWA Direct	\$ -	\$ 151,000	\$ 160,600	\$ (160,600)	\$ -
Grant - Regional Road Group (RRG)					
- Reconstruct - Kojonup-Frankland Rd	\$ 15,119	\$ 56,000	\$ 37,332	\$ (52,451)	\$ -
- Widening - Shamrock Rd	\$ -	\$ 300,000	\$ 240,000	\$ (240,000)	\$ -
- Widening - Shamrock Rd	\$ -	\$ 40,000	\$ 40,000	\$ (40,000)	\$ -
- Widening - Broomehill Kojonup Rd	\$ 6,795	\$ 80,000	\$ 32,000	\$ (2,057)	\$ 36,738
- Bitumen Reseal - Kojonup Darkan Rd	\$ -	\$ 44,800	\$ 44,800	\$ (44,800)	\$ -
- Bitumen Reseal - Broomehill Kojonup Rd	\$ 5,437	\$ 44,800	\$ 44,800	\$ (50,237)	\$ -
Grant - Roads to Recovery (R2R)	\$ -	\$ 432,594	\$ 432,596	\$ (432,596)	\$ -
Grant - Special	\$ -	\$ -	\$ -	\$ -	\$ -
Grant - RLCIP	\$ -	\$ 169,411	\$ -	\$ -	\$ -
<b>Economic Services</b>					
Community Drought Extension Program	\$ 17,635	\$ 100,000	\$ (3,806)	\$ (13,829)	\$ -
<b>Unspent Loan Funds:</b>					
Oval Lighting - Loan 142	\$ 132,483	\$ -	\$ -	\$ (132,483)	\$ -
Netball Courts - Loan 143	\$ -	\$ -			\$ -
Staff House 26 Katanning Rd - Loan 144	\$ -				\$ -
GROH House 28 Katanning Rd - Loan 145	\$ -				\$ -
Harrison place Toilets - Loan 146	\$ -				\$ -
Land Deveopment - Loan 147	\$ -				\$ -
Staff Housing Renovations - Loan 148	\$ -	\$ -			\$ -
	<b>\$ 223,749</b>	<b>\$ 2,949,732</b>	<b>\$ 1,545,095</b>	<b>\$ (1,732,106)</b>	<b>\$ 36,739</b>

**SHIRE OF KOJONUP**  
**MONTHLY FINANCIAL STATEMENTS**  
For the period ending 30 June 2022

**10. BUDGET AMENDMENTS**

Amendments to the original budget since budget adoption.

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
n/a	Budget Adoption	27-Jul-21	Opening Surplus(Deficit)				\$ -
C411	Sporting Complex - Playground & Outdoor Gym	27-Jul-21	Capital Expenses			\$ (132,311)	\$ (132,311)
n/a	Opening Balance	27-Jul-21	Opening Surplus(Deficit)		\$ 88,860		\$ (43,451)
087B	Sporting Facility Reserve Account	27-Jul-21	Capital Revenue		\$ 18,300		\$ (25,151)
5090	Liquid Waste Pond Maintenance	14-Dec-21	Operating Expenses		\$ 8,000		\$ (17,151)
2372	Brigade Expenses	14-Dec-21	Operating Expenses			\$ 8,000	\$ (9,151)
				\$ -	\$ 115,160	\$ (124,311)	



## SHIRE OF KOJONUP

### Detailed June 2022 Creditors List

<u>Cheque Payments 1/06/22 - 30/06/22</u>				
Chq/EFT	Date	Name	Description	Amount
14338	10/06/2022	Shire of Kojonup	Petty Cash Reimbursement	-6.95
PC-ADM-MAY22	23/05/2022	Shire of Kojonup	Farewell Card - Paperbark Merchants	6.95
14339	10/06/2022	Water Corporation	Water Usage	-22.42
9023737428	23/05/2022	Water Corporation	a/c 9023737428 for 28 Katanning Rd 22/04/22 - 23/05/22	22.42
14340	29/06/2022	Shire of Kojonup	Petty Cash Reimbursement	-20.00
PC-ADM-JUN22	07/06/2022	Shire of Kojonup	Local Author/ Content Book	20.00
14341	29/06/2022	Shire of Kojonup	2022/23 Fleet Schedule Licencing for all Shire Plant Ref B0296	-14789.40
011100417772	30/06/2022	Shire of Kojonup	Kojonup Bushfire Brigade 1TER730, Kojonup Bushfire Brigade 1TER730, Boscabel Bushfire Brigade 1TER738, Boscabel Bushfire Brigade 1TER738, Boilup Bushfire Brigade 1TER734, Boilup Bushfire Brigade 1TER734, Changerup Bushfire Brigade 1TER737, Changerup Bushfire Brigade 1TER737, Muradup Bushfire Brigade 1TER729, Muradup Bushfire Brigade 1TER729, Orchid Valley Bushfire Brigade 1TER735, Orchid Valley Bushfire Brigade 1TER735, Mobrup Bushfire Brigade 1TER733, Mobrup Bushfire Brigade 1TER733, Ryans Brook Bushfire Brigade 1TER731, Ryans Brook Bushfire Brigade 1TER731, Caterpillar KO240, Caterpillar KO240, Cherry Tree Bushfire Brigade 1TER736, Cherry Tree Bushfire Brigade 1TER736, Town Brigade 1TER728, Town Brigade 1TER728, Tandem Box Trailer 1TED612, Tandem Box Trailer 1TED612, Loadstar Trailer 1TKT707, Loadstar Trailer 1TKT707, Boxtop Trailer 1TOK585, Boxtop Trailer 1TOK585, Loadstar Trailer 1TQJ322, Loadstar Trailer 1TQJ322, Trailer KO10555, Trailer KO10555, Toyota Hilux KO16, Toyota Hilux KO16, Toyota Hiace KO1022, Toyota Hiace KO1022, Colorado Ute KO2, Colorado Ute KO2, Ford Ranger KO525, Ford Ranger KO525, Colorado KO118, Colorado KO118, Colorado KO528, Colorado KO528, Kubota KO0006, Kubota KO0006, Caterpillar KO291, Caterpillar KO291, Caterpillar KO736, Caterpillar KO736, John Deere 1HQB307, John Deere 1HQB307, John Deere Mower KO582, John Deere Mower KO582, Caterpillar Forklift KO11777, Caterpillar Forklift KO11777, Can-Am KO11743, Can-Am KO11743, Tipping Trailer 1TNB660, Tipping Trailer 1TNB660, Tandem Axle Dolly 1TNL804, Tandem Axle Dolly 1TNL804, Hino TipTruck KO8926, Hino TipTruck KO8926, Hino TipTruck KO571, Hino TipTruck KO571, Hino TTop KO054, Hino TTop KO054, Hino KO163, Hino KO163, Hino KO122, Hino KO122, Isuzu TriTipper KO524, Isuzu TriTipper KO524, Hino KO540, Hino KO540, Hino KO470, Hino KO470, Isuzu Prime	14789.40

**14,838.77**

<u>EFT Payments 1/06/22 - 30/06/22</u>				
Chq/EFT	Date	Name	Description	Amount
EFT30153	02/06/2022	Roger Frederick Bilney	Councillor Fees	-3818.81
JAN-MAR 2022	17/05/2022	Roger Frederick Bilney	Claim for Councillor Fees and Reimbursements 01/01/22 - 31/03/22	3818.81
EFT30154	02/06/2022	Australia Post	Postage	-180.54
1011496066	03/05/2022	Australia Post	Daily Mail for April 2022	180.54
EFT30155	02/06/2022	Kojonup Pharmacy	Pharmaceuticals	-801.70
APRIL2022	30/04/2022	Kojonup Pharmacy	a/c 150 Springhaven Pharmacy costs for May 2022	100.85
APRIL2022	30/04/2022	Kojonup Pharmacy	a/c 149 Springhaven Pharmacy costs for May 2022	700.85
EFT30156	02/06/2022	Telstra	Telecommunications	-429.35
K357369790-2	18/05/2022	Telstra	Shire office landline and modem, Bushfire landline Shire office and Kodja Place, Kodja Place landline and modem, Springhaven landline and modem, Depot security landline, Airstrip landline, Swimming pool landline	429.35
EFT30157	02/06/2022	Synergy	Electricity	-707.66
2085520855	17/05/2022	Synergy	a/c337284750 143 Albany Hwy 19/04/22 - 16/05/22	707.66
EFT30158	02/06/2022	SUPATURF WA	Turf maintenance	-3524.40
2539	24/03/2022	SUPATURF WA	1 x Contractor line marker , , 8 x Supa Stadia White 10L	3524.40
EFT30159	02/06/2022	Paul Hartmann Pty Ltd	Healthcare Products	-1317.46
437225652	11/05/2022	Paul Hartmann Pty Ltd	Springhaven continence aids May 2022	1317.46
EFT30160	02/06/2022	Aged and Community	Membership Renewal	-1496.18
AR006094	16/05/2022	Aged and Community	Springhaven annual ACSA 2022	1496.18
EFT30161	02/06/2022	Toll Transport	Freight	-1059.08
0283-80774145	24/04/2022	Toll Transport	From SLWA on 24/02/22	17.01
0285-80774145	08/05/2022	Toll Transport	From Westrac on 4 May 2022	11.01
0498-S104118	08/05/2022	Toll Transport	From Surgical House on 26/04/22 & 05/05/2022, From The Sandalwood on 03/05/2022	103.29

0499-S104118	15/05/2022	Toll Transport	From Instant Racking on 12/04/2022, From Libra Enterprises on 10/05/2022	126.68
0286-80774145	15/05/2022	Toll Transport	From Baileys Fertiliser on 06/05/22	801.09
<b>EFT30162</b>	<b>02/06/2022</b>	<b>Optus Billing Services Pty Ltd</b>	<b>Telecommunications</b>	<b>-2699.72</b>
271994881	07/05/2022	Optus Billing Services Pty Ltd	Optus Loop For Admin 07/04/22 - 06/05/22	1202.31
271994884	07/05/2022	Optus Billing Services Pty Ltd	Optus Loop for Springhaven 07/04/22 - 06/05/22	497.00
272655315	10/05/2022	Optus Billing Services Pty Ltd	Optus Loop Charges - Kodja Place 10/04/22 - 09/05/22	418.00
273248799	13/05/2022	Optus Billing Services Pty Ltd	Optus Loop Charges - Depot 13/04/22 - 12/05/22	268.01
274867305	20/05/2022	Optus Billing Services Pty Ltd	Phone and internet charges - Admin, Phone and internet charges - Swimming Pool, Phone and internet charges - Kodja Place, Phone and internet charges - Springhaven, Phone and internet charges - Depot	314.40
<b>EFT30163</b>	<b>02/06/2022</b>	<b>AUSTRALIAN TAXATION</b>	<b>BAS</b>	<b>-21571.00</b>
APR 2022	30/04/2022	AUSTRALIAN TAXATION	April 2022, April 2022, April 2022, April 2022, April 2022	21571.00
<b>EFT30164</b>	<b>02/06/2022</b>	<b>SURGICAL HOUSE</b>	<b>Pharmaceuticals</b>	<b>-228.70</b>
A798497	17/03/2022	SURGICAL HOUSE	Springhaven Surgical house supplies March 2022	7.70
A803906	20/04/2022	SURGICAL HOUSE	Springhaven Surgical house supplies March 2022	221.00
<b>EFT30165</b>	<b>02/06/2022</b>	<b>Cr. Alan Egerton- Warburton</b>	<b>Councillor Fees</b>	<b>-3818.81</b>
JAN - MAR 2022	17/05/2022	Cr. Alan Egerton- Warburton	Claim for Councillor Fees and Reimbursements 01/01/22 - 31/03/22	3818.81
<b>EFT30166</b>	<b>02/06/2022</b>	<b>Southwest Civil Services Pty</b>	<b>Harrison Place Amenities Upgrade</b>	<b>-75419.66</b>
IV00000000114	29/04/2022	Southwest Civil Services Pty	Progress Claim 4 Harrison Place Amenities Upgrade	75419.66
<b>EFT30167</b>	<b>02/06/2022</b>	<b>Evelyn Pearl Pape</b>	<b>Reimbursement</b>	<b>-662.62</b>
310522	31/05/2022	Evelyn Pearl Pape	Refund - overpayment when Mrs Pape left 16 Loton Close	662.62
<b>EFT30168</b>	<b>02/06/2022</b>	<b>Environmental Industries</b>	<b>Kojonup Sports Play Space</b>	<b>-170446.32</b>
13699	30/04/2022	Environmental Industries	Construction of Kojonup Sports Play Space as per RFT04 of 2020/2021	170446.32
<b>EFT30169</b>	<b>02/06/2022</b>	<b>Mathwin Transport</b>	<b>Freight</b>	<b>-55.44</b>
1275	18/05/2022	Mathwin Transport	From Able Wetchem on 10/05/2022	55.44
<b>EFT30170</b>	<b>02/06/2022</b>	<b>Playmaker Sports</b>	<b>Contractor</b>	<b>-63316.00</b>
1951	17/05/2022	Playmaker Sports	4 sets of Tennis hardware, complete with stainless steel tensioners and nets	6336.00
1951	17/05/2022	Playmaker Sports	Synpave Sport & Rec acrylic, as per scope of works in response to RFQ8 of 2021	56980.00
<b>EFT30171</b>	<b>02/06/2022</b>	<b>Healthcare Australia WA Pty</b>	<b>Agency Staff</b>	<b>-4400.95</b>
437646	25/05/2022	Healthcare Australia WA Pty	COVID staffing agency	4400.95
<b>EFT30172</b>	<b>10/06/2022</b>	<b>MARINA JANE MURRAY</b>	<b>Reimbursement</b>	<b>-90.00</b>
200522	20/05/2022	MARINA JANE MURRAY	Diesel to pick up trees from Benara Nursery	90.00
<b>EFT30173</b>	<b>10/06/2022</b>	<b>Air Liquide</b>	<b>Gas Rental</b>	<b>-25.22</b>
YC8329	30/04/2022	Air Liquide	Cylinder Fee	25.22
<b>EFT30174</b>	<b>10/06/2022</b>	<b>NINA HOPE</b>	<b>Reimbursement</b>	<b>-158.00</b>
160622	16/06/2022	NINA HOPE	Reimbursement - Over charged by mistake 18/05/22	158.00
<b>EFT30175</b>	<b>10/06/2022</b>	<b>Forward Motion Pty Ltd t/a</b>	<b>Truck Parts</b>	<b>-151.92</b>
193410	23/05/2022	Forward Motion Pty Ltd t/a	trans sump gasket, auto trans filter	151.92
<b>EFT30176</b>	<b>10/06/2022</b>	<b>Department of Biodiversity, Conservation and</b>	<b>Goods For Sale</b>	<b>-396.17</b>
P1-01-030876	09/05/2022	Department of Biodiversity, Conservation and Attractions	Assorted Books and Pocket Guides , For Sale in Visitor Centre Shop	315.42
P1-01-030887	09/05/2022	Department of Biodiversity, Conservation and Attractions	8x Landscape Calendars Sold on Consignment 2x Landscape Landscape Calendars Sold at Half Price, In Visitor Centre Shop	80.75
<b>EFT30177</b>	<b>10/06/2022</b>	<b>Phillip Lewis Marinoni</b>	<b>Goods For Sale</b>	<b>-390.00</b>
48	19/05/2022	Phillip Lewis Marinoni	Assorted Wooden Cheese Boards and Assorted Wooden Bowls , For Sale in Visitor Centre Shop	390.00
<b>EFT30178</b>	<b>10/06/2022</b>	<b>Department of Fire &amp; Emergency Services (DFES) 2021/22 ESL Quarter 4</b>	<b>Cancelled</b>	<b>0.00</b>
11238	10/06/2022	Department of Fire & Emergency Services (DFES) 2021/22 ESL Quarter 4	Cancelled	0.00
<b>EFT30179</b>	<b>10/06/2022</b>	<b>Hi-Way Sales &amp; Service</b>	<b>Engineering Supplies</b>	<b>-599.04</b>
234875	30/04/2022	Hi-Way Sales & Service	BP6ES, Air 3218 Filter, ULP 52.10L, ULP 46.51L, Diesel, Grease Hose & End, ULP, ULP, Trimmer Head	599.04
<b>EFT30180</b>	<b>10/06/2022</b>	<b>Ixom Operations Pty Ltd</b>	<b>Chemicals</b>	<b>-499.22</b>
6520912	30/04/2022	Ixom Operations Pty Ltd	6 x Chlorine Gas bottles	245.52
6533178	31/05/2022	Ixom Operations Pty Ltd	6 months of monthly service charges - chlorine gas bottles	253.70
<b>EFT30181</b>	<b>10/06/2022</b>	<b>Kojonup Agricultural</b>	<b>Agricultural Supplies</b>	<b>-347.11</b>
10202854	09/05/2022	Kojonup Agricultural Supplies	Steel droppers (1100mm long) - Kojonup Frankland Rd	347.11

<b>EFT30182</b>	<b>10/06/2022</b>	<b>Carony Pty Ltd</b>	<b>April 2022 Account</b>	<b>-188.05</b>
03-082282	07/04/2022	Carony Pty Ltd	Screw Waf T17, TCT Masonary Bit, W/Plug PVC	28.85
08-012849	26/04/2022	Carony Pty Ltd	Newspapers	90.20
04-377623	27/04/2022	Carony Pty Ltd	Tape Measure Long Reel 30M Super	69.00
<b>EFT30183</b>	<b>10/06/2022</b>	<b>Kojonup Pharmacy</b>	<b>Pharmacueticals</b>	<b>-910.40</b>
MAY 2022	31/05/2022	Kojonup Pharmacy	a/c 149 Springhaven Pharmacy May 2022	910.40
<b>EFT30184</b>	<b>10/06/2022</b>	<b>Telstra</b>	<b>Telecommunications</b>	<b>-925.69</b>
T311 MAY 22	18/05/2022	Telstra	Internet charges for Kodja Place from 18/05/22 - 17/06/22, Mobile charges for Snr Ranger from 18/05/22 - 17/06/22, iPad charges for MCCS Place from 18/05/22 - 17/06/22, iPad charges for MRS from 18/05/22 - 17/06/22, iPad charges for MWS from 18/05/22 - 17/06/22, Mobile charges for Springhaven staff from 18/05/22 - 17/06/22, Phone charges for Springhaven solar panels from 18/05/22 - 17/06/22, Phone charges for Avdata monitoring system from 18/05/22 - 17/06/22	295.69
T311 MAY 22	25/05/2022	Telstra	iPad/Mobile charges for CEO 25/05/22 - 24/06/22, iPad charges for Kodja Place 25/05/22 - 24/06/22, iPad charges for MCCS 25/05/22 - 24/06/22, iPad/tablet charges for Springhaven 25/05/22 - 24/06/22, Mobile charges for MWS 25/05/22 - 24/06/22, Twig Tone Devices 25/05/22 - 24/06/22, Standpipe controller on Stock Rd 25/05/22 - 24/06/22	630.00
<b>EFT30185</b>	<b>10/06/2022</b>	<b>Synergy</b>	<b>Cancelled</b>	<b>0.00</b>
50059	10/06/2022	Synergy	Cancelled	0.00
<b>EFT30186</b>	<b>10/06/2022</b>	<b>Kleenheat Gas Pty Ltd</b>	<b>Gas</b>	<b>-664.52</b>
21927216	22/04/2022	Kleenheat Gas Pty Ltd	Supply 288.30 bulk LPG for Springhaven	347.58
21937245	12/05/2022	Kleenheat Gas Pty Ltd	Supply 279.20 bulk LPG for Springhaven	316.94
<b>EFT30187</b>	<b>10/06/2022</b>	<b>Kojonup Tyre Service</b>	<b>Tyre Services</b>	<b>-177.10</b>
INV-2172	18/05/2022	Kojonup Tyre Service	Replace Tyre - Cleaners Toyota Hiace Van - KO 1022	177.10
<b>EFT30188</b>	<b>10/06/2022</b>	<b>BK Thomson Electrical Service Electrical Services</b>	<b>Cancelled</b>	<b>0.00</b>
50107	10/06/2022	BK Thomson Electrical Service Electrical Services	Cancelled	0.00
<b>EFT30189</b>	<b>10/06/2022</b>	<b>Kojonup Auto Electrical Services</b>	<b>Auto Electrics</b>	<b>-439.45</b>
6786	09/05/2022	Kojonup Auto Electrical	Connector Anderson Type, 7 Pin Metal Trailer	31.10
6861	16/05/2022	Kojonup Auto Electrical Services	GEARBOX selector wire and plug repair, repair fault in electric windows	92.95
6961	20/05/2022	Kojonup Auto Electrical Services	new UHF 2way Radio, new battery	315.40
<b>EFT30190</b>	<b>10/06/2022</b>	<b>Kojonup Supermarket Groceries</b>	<b>Cancelled</b>	<b>0.00</b>
50454	10/06/2022	Kojonup Supermarket Groceries	Cancelled	0.00
<b>EFT30191</b>	<b>10/06/2022</b>	<b>Westrac Equipment</b>	<b>Truck Parts</b>	<b>-3667.09</b>
PI6941967	28/04/2022	Westrac Equipment	6x wear plates for the circle	874.43
PI6961844	04/05/2022	Westrac Equipment	new bonnet latch, new bonnet latch	910.65
PI7018260	20/05/2022	Westrac Equipment	new bonnet latch, new hydraulic ramm for swivel	1580.74
PI7020389	22/05/2022	Westrac Equipment	new rear drive shaft	189.76
PI7020390	22/05/2022	Westrac Equipment	Freight for new hydraulic ramm for swivel	111.51
<b>EFT30192</b>	<b>10/06/2022</b>	<b>Kojonup Country Kitchen</b>	<b>Catering</b>	<b>-169.75</b>
2865	17/05/2022	Kojonup Country Kitchen	Catering - 17 May 2022 - Briefing Session	169.75
<b>EFT30193</b>	<b>10/06/2022</b>	<b>BOC Gases</b>	<b>Industrial Gases</b>	<b>-125.41</b>
5005713321	28/04/2022	BOC Gases	Supply of industrial gases for Depot, Supply of industrial gases for Springhaven, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck	125.41
<b>EFT30194</b>	<b>10/06/2022</b>	<b>Egabva Plumbing &amp; Gas Service Plumbing</b>	<b>Cancelled</b>	<b>0.00</b>
50616	10/06/2022	Egabva Plumbing & Gas Service Plumbing	Cancelled	0.00
<b>EFT30195</b>	<b>10/06/2022</b>	<b>Wurth Australia Pty Ltd</b>	<b>Workshop Supplies</b>	<b>-965.66</b>
4320048291	27/04/2022	Wurth Australia Pty Ltd	assorted sprays, tapes, absorbtion mats	965.66
<b>EFT30196</b>	<b>10/06/2022</b>	<b>Winc Australia Pty Ltd</b>	<b>Stationary</b>	<b>-1314.27</b>
9039218802	12/05/2022	Winc Australia Pty Ltd	Tape Dispenser Small, Whiteout, Calculator, Pencils, Stapler	56.24
9039227536	13/05/2022	Winc Australia Pty Ltd	Footrest	24.96
9039260934	17/05/2022	Winc Australia Pty Ltd	4x boxes SOK Envelopes with window	404.80
9039313842	23/05/2022	Winc Australia Pty Ltd	Wireless Mouse and Keyboard mouse set, Post it note dispenser and A3 Paper	237.06

9039364946	27/05/2022	Winc Australia Pty Ltd	Jill Watkin Name Badge	12.11
9039365081	27/05/2022	Winc Australia Pty Ltd	Sharpies, paperclips, Archive Boxes Manila Plastic Coloured Tabs	132.66
9039433232	03/06/2022	Winc Australia Pty Ltd	Note Books, AAA Batteries, Laminating Pouches, Whiteboard Markers, Stickytape, Envelopes, Stickynotes, Pens	446.44
<b>EFT30197</b>	<b>10/06/2022</b>	<b>Synergy</b>	<b>Cancelled</b>	<b>0.00</b>
50771	10/06/2022	Synergy	Cancelled	0.00
<b>EFT30198</b>	<b>10/06/2022</b>	<b>Piano Magic</b>	<b>Piano Tuning</b>	<b>-990.00</b>
21753	19/05/2022	Piano Magic	Piano Tuning - RSL, Piano Tuning- Memorial Hall, Piano Tuning - Springhaven	660.00
21755	19/05/2022	Piano Magic	Springhaven Piano service May 2022	330.00
<b>EFT30199</b>	<b>10/06/2022</b>	<b>ABA Security</b>	<b>Security</b>	<b>-942.58</b>
28343	13/04/2022	ABA Security	Springhaven security annual servicing OCT	768.58
28577	29/04/2022	ABA Security	Springhaven security Feb 2022	174.00
<b>EFT30200</b>	<b>10/06/2022</b>	<b>Hersey's Safety Pty Ltd</b>	<b>Safety Equipment</b>	<b>-395.76</b>
INV-0864	17/05/2022	Hersey's Safety Pty Ltd	Tinted safety glasses x 24, Water bottles x 4	395.76
<b>EFT30201</b>	<b>10/06/2022</b>	<b>The Trophy Shop</b>	<b>Farewell Gift</b>	<b>-29.40</b>
INV-0900	20/05/2022	The Trophy Shop	Plaque for Manager Corporate and Community Services farewell gift	29.40
<b>EFT30202</b>	<b>10/06/2022</b>	<b>Station Motors Holden</b>	<b>Vehicle Repairs</b>	<b>-764.50</b>
R46385	02/05/2022	Station Motors Holden	New front grill for damaged Holden Equinox - KO 914	764.50
<b>EFT30203</b>	<b>10/06/2022</b>	<b>Shire of Cranbrook</b>	<b>CESM</b>	<b>-4189.14</b>
5933	09/05/2022	Shire of Cranbrook	CESM Contribution for January - March 2022, CESM Contribution for April - June 2021	4189.14
<b>EFT30204</b>	<b>10/06/2022</b>	<b>Kojonup Aboriginal</b>	<b>Goods For Sale</b>	<b>-598.78</b>
310522	31/05/2022	Kojonup Aboriginal	Goods sold on consignment	598.78
<b>EFT30205</b>	<b>10/06/2022</b>	<b>Chowerup Timber Mill</b>	<b>Timber</b>	<b>-3003.00</b>
522	30/05/2022	Chowerup Timber Mill	Rose Maze Upgrade - Sleepers - 1000 M Jarrah Sleepers 9x3 @ 2.4 M Approx 420 As Quoted 6/7/21	3003.00
<b>EFT30206</b>	<b>10/06/2022</b>	<b>Local Government</b>	<b>Training</b>	<b>-220.00</b>
32569	16/05/2022	Local Government	e-learning - Induction to Local Government Program	110.00
32630	26/05/2022	Local Government	e-learning Program - Governance Fundamentals	110.00
<b>EFT30207</b>	<b>10/06/2022</b>	<b>Baileys Fertilizers</b>	<b>Potting Mix</b>	<b>-990.00</b>
30155	18/05/2022	Baileys Fertilizers	2 x pallets - 25L bags Premium potting mix x 60/pallet = \$450 plus gst each	990.00
<b>EFT30208</b>	<b>10/06/2022</b>	<b>State Library of Western</b>	<b>Freight</b>	<b>-165.86</b>
RI031631	08/04/2022	State Library of Western Australia	Freight Recoup Jan - June 2022	165.86
<b>EFT30209</b>	<b>10/06/2022</b>	<b>Western Australian Treasury Corporation Loan Repayment</b>	<b>Cancelled</b>	<b>0.00</b>
69934	10/06/2022	Western Australian Treasury Corporation Loan Repayment	Cancelled	0.00
<b>EFT30210</b>	<b>10/06/2022</b>	<b>BENARA Nurseries</b>	<b>Nursery</b>	<b>-856.90</b>
368883	19/05/2022	BENARA Nurseries	Benara Nursery: 4 X Chinese Elm Trees , Delivery Fee \$80.00	856.90
<b>EFT30211</b>	<b>10/06/2022</b>	<b>Moving ON Audits</b>	<b>Audit Services</b>	<b>-550.00</b>
10945	01/05/2022	Moving ON Audits	Springhaven moving on audits April 2022	275.00
11041	01/06/2022	Moving ON Audits	Moving on Audits June 2022	275.00
<b>EFT30212</b>	<b>10/06/2022</b>	<b>Lochman Transparencies</b>	<b>Photographs</b>	<b>-825.00</b>
21/22-5045	26/05/2022	Lochman Transparencies	Photo images for bin surrounds - supplied by Jiri Lochman, Western Pygmy Possum, Red Tailed Phasogale, Western Brush Wallaby, Dwarf Bearded Dragon	825.00
<b>EFT30213</b>	<b>10/06/2022</b>	<b>DS Agencies Pty Ltd</b>	<b>Bike Stand</b>	<b>-1397.00</b>
INV-157779	27/05/2022	DS Agencies Pty Ltd	Bike rack, including freight to Kojonup	1397.00
<b>EFT30214</b>	<b>10/06/2022</b>	<b>Sunny Signs</b>	<b>Signage</b>	<b>-31.90</b>
477073	26/04/2022	Sunny Signs	Recognition Sign With Logo - As per Quote 442516	31.90
<b>EFT30215</b>	<b>10/06/2022</b>	<b>Warren Blackwood Waste</b>	<b>Waste and Recycling</b>	<b>-200.00</b>
18060	01/06/2022	Warren Blackwood Waste	Kojonup 1.5m3 Front Lift Bins	200.00
<b>EFT30216</b>	<b>10/06/2022</b>	<b>A SMART START</b>	<b>Freight</b>	<b>-2860.00</b>
06/22	07/06/2022	A SMART START	A Smart Start Great Southern Delivery in the Shire of Kojonup for 2022/2023	2860.00
<b>EFT30217</b>	<b>10/06/2022</b>	<b>Harris's Garage</b>	<b>Vehicle Servicing</b>	<b>-219.29</b>
444	24/05/2022	Harris's Garage	36000Km Service 24/05/2022 38KO	219.29
<b>EFT30218</b>	<b>10/06/2022</b>	<b>BEST OFFICE SYSTEMS</b>	<b>Printer Repairs</b>	<b>-93.50</b>
601257	27/04/2022	BEST OFFICE SYSTEMS	Toner Filter Caution Investigated & Repaired	93.50
<b>EFT30219</b>	<b>10/06/2022</b>	<b>ABCO Products</b>	<b>Cleaning Products</b>	<b>-125.31</b>
INV797175	12/05/2022	ABCO Products	5 Ltr Viraclean Disinfectant - 160050 - Pound Use (Includes freight of \$50.41)	125.31

<b>EFT30220</b>	<b>10/06/2022</b>	<b>KOJONUP BMC EMBROIDERY</b>	<b>Uniforms</b>	<b>-1240.00</b>
8168	24/05/2022	KOJONUP BMC EMBROIDERY	Cardigans and vests for staff for winter	1240.00
<b>EFT30221</b>	<b>10/06/2022</b>	<b>Able Westchem</b>	<b>Cleaning Products</b>	<b>-627.28</b>
557781	05/05/2022	Able Westchem	Springhaven chemical order March 2022	627.28
<b>EFT30222</b>	<b>10/06/2022</b>	<b>LANDGATE</b>	<b>Cancelled</b>	<b>0.00</b>
72088	10/06/2022	LANDGATE	Cancelled	0.00
<b>EFT30223</b>	<b>10/06/2022</b>	<b>Lorreen Avis Greeuw</b>	<b>Reimbursement</b>	<b>-77.98</b>
310522	31/05/2022	Lorreen Avis Greeuw	Black Vest & Cardigan	77.98
<b>EFT30224</b>	<b>10/06/2022</b>	<b>PFD Foodservices (Southway Distributors)</b>	<b>Food and Drygoods</b>	<b>-4623.85</b>
LC257359	13/04/2022	PFD Foodservices (Southway Distributors)	Springhaven meals and refreshments June 2022	1139.30
LC393101	28/04/2022	PFD Foodservices (Southway Distributors)	Springhaven Meals and refreshments	1164.35
LC539081	12/05/2022	PFD Foodservices (Southway Distributors)	Springhaven meals and refreshments May 2022	1736.15
LC666176	25/05/2022	PFD Foodservices (Southway Distributors)	Springhaven meals and refreshments May 2022	584.05
<b>EFT30225</b>	<b>10/06/2022</b>	<b>SURGICAL HOUSE</b>	<b>Pharmaceuticals</b>	<b>-2308.41</b>
A804969	28/04/2022	SURGICAL HOUSE	Springhaven Surgical house supplies March 2022	771.30
A805625	02/05/2022	SURGICAL HOUSE	Springhaven medical May 2022	926.51
A808072	17/05/2022	SURGICAL HOUSE	Springhaven medical May 2022	24.20
A808141	17/05/2022	SURGICAL HOUSE	Springhaven medical May 2022	306.80
A808136	17/05/2022	SURGICAL HOUSE	Springhaven medical May 2022	192.00
A808971	23/05/2022	SURGICAL HOUSE	Springhaven medical May 2022	87.60
<b>EFT30226</b>	<b>10/06/2022</b>	<b>ST LUKE'S FAMILY PRACTICE</b>	<b>Medical</b>	<b>-750.00</b>
199132	10/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for May Alizer	25.00
198782	10/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Pearl Bautista	25.00
198763	10/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Sharon Pearce	25.00
198771	10/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Karen Bell	25.00
198766	10/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Kerry-Anne Fort	25.00
198767	10/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Ciara O'Regan	25.00
198768	10/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Jo-Anne Matthews	25.00
198770	10/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Tandin Zangmo	25.00
198778	11/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Tania Diack	25.00
199218	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Nicole Daniels	25.00
199209	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Judith Stewart	25.00
199225	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Grant Thompson	25.00
199216	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Maria Bauer	25.00
199271	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Vivicka Kahn	25.00
199267	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Emily Sleight	25.00
199204	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Anthony Middleton	25.00
199205	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Lorreen Greeuw	25.00
199265	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Estelle Lottering	25.00
199269	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Sandra Cowie	25.00
199210	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Joey Pajares	25.00

199211	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Gerald Alizer	25.00
199206	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Michelle Jorgensen	25.00
199207	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for James Howell	25.00
199208	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Leslie Lomas	25.00
199263	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Jason Gibbons	25.00
199264	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Susan Miotti	25.00
199266	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Richard McKenzie	25.00
199268	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Leah Garcia	25.00
199221	24/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Marilou Vilorio	25.00
199270	27/05/2022	ST LUKE'S FAMILY PRACTICE	Flu Vaccination for Natasha Clarke	25.00
<b>EFT30227</b>	<b>10/06/2022</b>	<b>AD Contractors Pty Ltd</b>	<b>Metal Spreader</b>	<b>-2574.00</b>
236374	20/05/2022	AD Contractors Pty Ltd	Spreader Truck and Operator - Broomehill Road bitumen - 28 April 2022, Spreader Truck and Operator - Spring St bitumen - 29 April 2022	2574.00
<b>EFT30228</b>	<b>10/06/2022</b>	<b>Shire Of Broomehill-Tambellup</b>	<b>Cancelled</b>	<b>0.00</b>
72716	10/06/2022	Shire Of Broomehill-Tambellup	Cancelled	0.00
<b>EFT30229</b>	<b>10/06/2022</b>	<b>Christie Leanne McVee</b>	<b>Goods For Sale</b>	<b>-35.98</b>
010622	01/06/2022	Christie Leanne McVee	Goods sold on consignment, 2x keyrings, jewelry box	35.98
<b>EFT30230</b>	<b>10/06/2022</b>	<b>Nadine Milne (Tulip &amp; Rose)</b>	<b>Wreath</b>	<b>-85.00</b>
SH290422	29/04/2022	Nadine Milne (Tulip & Rose)	ANZAC Day Wreath	85.00
<b>EFT30231</b>	<b>10/06/2022</b>	<b>BKS Refrigeration &amp; Airconditioning Pty Ltd</b>	<b>Airconditioning</b>	<b>-500.00</b>
INV-2851	28/05/2022	BKS Refrigeration & Airconditioning Pty Ltd	Shire Office - replace pump in air conditioner	500.00
<b>EFT30232</b>	<b>10/06/2022</b>	<b>CALIBRE CARE</b>	<b>Equipment Service</b>	<b>-6310.50</b>
INV-1050	24/03/2022	CALIBRE CARE	Equipment servicing Springhaven 2022	5763.00
INV-1645	17/05/2022	CALIBRE CARE	over the toilet chair	547.50
<b>EFT30233</b>	<b>10/06/2022</b>	<b>Kodja Place Community Fund Inc.</b>	<b>Goods For Sale</b>	<b>-28.00</b>
010622	01/06/2022	Kodja Place Community Fund Inc.	Goods sold on consignment, Sale-O-Book & Its Grand To Be A Farmer	28.00
<b>EFT30234</b>	<b>10/06/2022</b>	<b>Thinkwater Albany</b>	<b>Irrigation</b>	<b>-183.49</b>
23765	17/05/2022	Thinkwater Albany	Thinkwater - 100 MI Butterfly Valve - Oval	183.49
<b>EFT30235</b>	<b>10/06/2022</b>	<b>Marketforce</b>	<b>Advertising</b>	<b>-5152.79</b>
43759	25/05/2022	Marketforce	Cook and Kitchen Hand advertisement - Great Southern Herald 19 May 2022 edition	604.91
43758	25/05/2022	Marketforce	Registered Nurse advertisement - Great Southern Herald edition of Thursday, 19 May 2022	526.17
43757	25/05/2022	Marketforce	Rescheduled NRMAC meeting public notice - Great Southern Herald - 12 May 2022 edition	278.30
43756	25/05/2022	Marketforce	Works Supervisor vacancy - Thursday 5th May 2022 edition of The Great Southern Herald	473.68
43761	25/05/2022	Marketforce	Notice of Intention to Borrow advertisement - Great Southern Herald Thursday, 26 May 2022 edition	155.10
43762	25/05/2022	Marketforce	Lease of Black Cockatoo Cafe Public Notice - Great Southern Herald edition of 26 May 2022	428.78
43763	25/05/2022	Marketforce	Notice of Intention to Borrow advertisement - The West Australian Saturday, 21 May 2022 edition	320.83
43764	25/05/2022	Marketforce	Works Supervisor vacancy - Saturday, 30 April 2022 edition of The West Australian	882.23
43765	25/05/2022	Marketforce	Registered Nurse vacancy - The West Australian - Saturday, 14 May 2022	1009.11
43760	25/05/2022	Marketforce	Personal Care Assistant advertisement - Great Southern Herald 19 May 2022 edition	473.68

EFT30236	10/06/2022	Ramped Technology & Management Systems Pty Ltd	IT Support	-1591.70
INV-4408	31/05/2022	Ramped Technology & Management Systems Pty Ltd	Installation of 1TB SSD in a laptop. Run up of 4 Laptops. Installation of base software and all updates for the O/S	643.50
INV-4407	31/05/2022	Ramped Technology & Management Systems Pty Ltd	Technician Telephone Assistance 02/05/22 - 24/05/22	948.20
EFT30237	10/06/2022	Cleanaway Daniels Services Pty Ltd	Sharps Removal	-824.51
2074354	30/04/2022	Cleanaway Daniels Services Pty Ltd	Springhaven sharps disposal March 2022	389.80
2082575	31/05/2022	Cleanaway Daniels Services Pty Ltd	Springhaven Sharps disposal May 2022	434.71
EFT30238	10/06/2022	Anthony Middleton	Reimbursement	-447.75
080622	08/06/2022	Anthony Middleton	Phone and Internet Charges as per MCCS Contract for June 2022, Health Insurance Charges as per MCCS Contract for June 2022	447.75
EFT30239	10/06/2022	HCA Healthcare Australia	Annual Fee	-2306.15
RI046149	01/05/2022	HCA Healthcare Australia	Annual Fee - Springhaven HCA Online Training 2022	2306.15
EFT30240	10/06/2022	ChemCentre	Water Testing	-220.00
1550821S4570	24/05/2022	ChemCentre	Cost of a single water sample 11/05/2022	220.00
EFT30241	10/06/2022	Albany Records Management	Records Management	-1082.40
10357	24/05/2022	Albany Records Management	Pickup charge, 70 Boxes - disposal, 9 bags shredded material	1082.40
EFT30242	10/06/2022	Clarke's Furniture & Kitchen Design	Building Maintenance	-1007.80
2099	15/06/2022	Clarke's Furniture & Kitchen Design	Painting and patching of rooms 1, 5	1007.80
EFT30243	10/06/2022	Everlon	Plaque	-422.40
14972	30/05/2022	Everlon	Kibblewhite Quote - W-SOK-B220228A-2a, Plaque - 279mm x 121mm, Boarder: SBD01, Surface: Stipple	422.40
EFT30244	10/06/2022	Quintis Sandalwood t/a The Sandalwood Shop	Goods for Sale	-640.39
SI-272973	02/05/2022	Quintis Sandalwood t/a The Sandalwood Shop	Assorted Beauty Products and Toiletries, For Sale in Visitor Centre Shop	640.39
EFT30245	10/06/2022	Thurlby Herb Farm Pty Ltd	Goods for Sale	-627.65
10476	04/05/2022	Thurlby Herb Farm Pty Ltd	Assorted Garden Soap, Drawer Sachets, Autoroma, Heat Packs and Smellies , For Sale in Visitor Centre Shop	627.65
EFT30246	10/06/2022	CJ Liquor Pty Ltd	Rates Incentive	-50.00
INV-0377	27/05/2022	CJ Liquor Pty Ltd	Kojonup Dollars 158, 159, 160, 161, 162	50.00
EFT30247	10/06/2022	JTB Japanese Trucks & Bus Spares	Truck Parts	-980.80
440184	04/04/2022	JTB Japanese Trucks & Bus Spares	new radiator pipe	90.80
446389	31/05/2022	JTB Japanese Trucks & Bus Spares	2 v belts, idle pulley, filter kit	447.80
811812	01/06/2022	JTB Japanese Trucks & Bus Spares	2 v belts, idle pulley, filter kit	442.20
EFT30248	10/06/2022	Parks and Leisure Australia National Office	Membership	-297.00
W18694	25/05/2022	Parks and Leisure Australia National Office	Marina Murray - Membership renewal No. 1062 to 30/6/23	297.00
EFT30249	10/06/2022	Sports Turf Association WA inc	Membership Renewal	-275.00
2481	02/05/2022	Sports Turf Association WA inc	Sta - Sports Turf Association Membership - 01/01/2022 To 31/12/2022.	275.00
EFT30250	10/06/2022	Consulting Great Southern (Mark Weller)	Consulting	-5811.85
INV-0826	17/05/2022	Consulting Great Southern (Mark Weller)	Project Management - Construction Phase	5811.85
EFT30251	10/06/2022	Designer Dirt	Goods For Sale	-1700.00
2435	19/05/2022	Designer Dirt	Metal Art Work and Garden Spikes , For Sale in Visitor Centre Shop	1700.00
EFT30252	10/06/2022	Kojonup Light Civil	Sand	-5010.00
390	19/04/2022	Kojonup Light Civil	Shamrock Road - delivery of Sand, cracker dust and limestone blocks, Culvert works	2410.00
397	21/05/2022	Kojonup Light Civil	relocation of temporary fencing for access to courts for Winter Carnival	850.00



398	21/05/2022	Kojonup Light Civil	creation of steps to ensure sufficient safe access between Netball court and existing stairs to Bowling Club	1200.00
399	21/05/2022	Kojonup Light Civil	Muradup - 2 cubic metres of blue metal	550.00
<b>EFT30253</b>	<b>10/06/2022</b>	<b>Vivicka Renia Kahn</b>	<b>Reimbursement</b>	<b>-60.00</b>
270522	27/05/2022	Vivicka Renia Kahn	Work Pants	60.00
<b>EFT30254</b>	<b>10/06/2022</b>	<b>Data#3 Limited</b>	<b>Visio Plan 2</b>	<b>-243.66</b>
2096717	31/05/2022	Data#3 Limited	Microsoft Visio 2021 Professional licence 12 month subscription (Plan 2)	243.66
<b>EFT30255</b>	<b>10/06/2022</b>	<b>Telstra Health</b>	<b>Cancelled</b>	<b>0.00</b>
77719	10/06/2022	Telstra Health	Cancelled	0.00
<b>EFT30256</b>	<b>10/06/2022</b>	<b>WCP Civil Pty Ltd</b>	<b>Building Services</b>	<b>-5050.09</b>
26856	13/05/2022	WCP Civil Pty Ltd	Final Retention - Soldier Rd Carpark	5050.09
<b>EFT30257</b>	<b>10/06/2022</b>	<b>CALDWELL SURVEYS</b>	<b>Surveying Services</b>	<b>-609.40</b>
2445	30/04/2022	CALDWELL SURVEYS	Netball surrounds proposed treatment plan	609.40
<b>EFT30258</b>	<b>10/06/2022</b>	<b>Kojonup Sports Alliance Inc</b>	<b>Sporting Event</b>	<b>-5922.00</b>
200	06/05/2022	Kojonup Sports Alliance Inc	Cleaner during event - 10 hours, Cleaner after event - 3hrs, Gate fee reimbursement, Public liability indemnity insurance, Canteen staffing, Carnival advertising and branding, Event coordination and management - 80hours	5922.00
<b>EFT30259</b>	<b>10/06/2022</b>	<b>Ciara O'Regan</b>	<b>Reimbursement</b>	<b>-180.00</b>
190522	19/05/2022	Ciara O'Regan	Nurse Registration for Ciara O'Regan	180.00
<b>EFT30260</b>	<b>10/06/2022</b>	<b>Country Water Solutions</b>	<b>Irrigation Supplies</b>	<b>-2152.39</b>
13944	19/05/2022	Country Water Solutions	800 X MICROSPRAY VORTEX SPIKE 360 DEG , micro tube (3.9mm x 50m) = 400 m	2152.39
<b>EFT30261</b>	<b>10/06/2022</b>	<b>SIRM24 PTY LTD</b>	<b>Airflow Maintenance</b>	<b>-850.00</b>
INV-0160	29/03/2022	SIRM24 PTY LTD	SIRM - RANGEHOOD CLEANING - COMPLEX AND HALL.	850.00
<b>EFT30262</b>	<b>10/06/2022</b>	<b>Lumitex Limited</b>	<b>Freight</b>	<b>-367.00</b>
15240	03/03/2022	Lumitex Limited	Freight for Supply of Netball sports lighting	367.00
<b>EFT30263</b>	<b>10/06/2022</b>	<b>MCB Construction Pty Ltd</b>	<b>Cancelled</b>	<b>0.00</b>
<b>EFT30264</b>	<b>10/06/2022</b>	<b>Adele Scarfone</b>	<b>Reimbursement</b>	<b>-40.00</b>
070622	07/06/2022	Adele Scarfone	Potting Mix & Seeds for St Bernards Bush School Activity	40.00
78105	10/06/2022	Telstra Health	Cancelled	0.00
<b>EFT30265</b>	<b>10/06/2022</b>	<b>Environmental Industries</b>	<b>Cancelled</b>	<b>0.00</b>
78211	10/06/2022	Environmental Industries	Cancelled	0.00
<b>EFT30266</b>	<b>10/06/2022</b>	<b>LGWA Local Government Works Association</b>	<b>Memberships</b>	<b>-400.00</b>
2315	17/05/2022	LGWA Local Government Works Association	Membership to Local Government Works Association,, Lee Lucev, Craig Clinch, Cameron McVee, Les Lomas	400.00
<b>EFT30267</b>	<b>10/06/2022</b>	<b>Acorn Trees &amp; Stumps</b>	<b>Contractor</b>	<b>-8943.00</b>
991	06/06/2022	Acorn Trees & Stumps	Acorn Tree Services: Tree Pruning/Removal/ Stump Grinding/Western Power 90 Day Notice., Acorn Tree Services: Tree Pruning/Removal/ Stump Grinding/Western Power 90 Day Notice., Acorn Tree Services: Tree Pruning/Removal/ Stump Grinding/Western Power 90 Day Notice., Acorn Tree Services: Tree Pruning/Removal/ Stump Grinding/Western Power 90 Day Notice.	8943.00
<b>EFT30268</b>	<b>10/06/2022</b>	<b>Rebus Restrooms</b>	<b>Cancelled</b>	<b>0.00</b>
78308	10/06/2022	Rebus Restrooms	Cancelled	0.00
<b>EFT30269</b>	<b>10/06/2022</b>	<b>Mathwin Transport</b>	<b>Freight</b>	<b>-235.62</b>
1207	27/04/2022	Mathwin Transport	From Sigma Chemicals on 15/04/22	235.62
<b>EFT30270</b>	<b>10/06/2022</b>	<b>Bardfield Engineering</b>	<b>Cancelled</b>	<b>0.00</b>
78358	10/06/2022	Bardfield Engineering	Cancelled	0.00
<b>EFT30271</b>	<b>10/06/2022</b>	<b>Talinco Group</b>	<b>Covid</b>	<b>-5209.28</b>
46466	16/12/2021	Talinco Group	PPE COVID Stock Springhaven	2060.03
46478	24/12/2021	Talinco Group	PPE COVID Stock Springhaven	3149.25
<b>EFT30272</b>	<b>10/06/2022</b>	<b>Stephanie Swain</b>	<b>Reimbursement</b>	<b>-294.70</b>
20052022	20/05/2022	Stephanie Swain	Uniforms - Work Pants	180.00
200522	20/05/2022	Stephanie Swain	Fuel for Ranger Vehicle - No Fuel Card Fuel Stations Available	114.70
<b>EFT30273</b>	<b>10/06/2022</b>	<b>D Tech Electrics</b>	<b>Electrical Services</b>	<b>-2574.00</b>
IV00963	20/05/2022	D Tech Electrics	Netball electrical services as per scope specified in RFQ10 of 2021	2574.00
<b>EFT30274</b>	<b>10/06/2022</b>	<b>Light Application Pty Ltd</b>	<b>Town Oval Lights</b>	<b>-4302.01</b>
85225	03/06/2022	Light Application Pty Ltd	LightPIN Automated Control system with SMS and customised usage control as per Q16044	4302.01
<b>EFT30275</b>	<b>10/06/2022</b>	<b>Albany Formwork</b>	<b>Cancelled</b>	<b>0.00</b>
78412	10/06/2022	Bardfield Engineering	Cancelled	0.00
<b>EFT30276</b>	<b>10/06/2022</b>	<b>PEP Building Improvements</b>	<b>Building Maintenance</b>	<b>-2700.00</b>
2216	13/05/2022	PEP Building Improvements	Preperation of concrete tank pad at Muradup	1200.00

2217	13/05/2022	PEP Building Improvements	Replace broken roofing sheet - Centenary Pavilion	300.00
2215	13/05/2022	PEP Building Improvements	Eastern Side of main sport complex - water incursion	1200.00
<b>EFT30277</b>	<b>10/06/2022</b>	<b>Katanning Fabrication</b>	<b>Grounds Maintenance</b>	<b>-200.00</b>
INV6600	25/05/2022	Katanning Fabrication	21 bales lupin straw. (1 bundle)	200.00
<b>EFT30278</b>	<b>10/06/2022</b>	<b>Boyup Property Maintenance</b>	<b>Property Maintenance</b>	<b>-6225.00</b>
1	15/05/2022	Boyup Property Maintenance	Clean Gutters - Loton Close Units, Clean Gutters - Jean Sullivan Units, Clean Gutters - Shire Admin, Clean Gutters - Old School Spring Street, Clean Gutters - Daycare cnr Elverd St & Honner St, Clean Gutters - Bagg St Unit Behind Shire Admin, Clean Gutters - 30 Katanning Road, Clean Gutters - 28 Katanning Rd, Clean Gutters - 39 Vanzuilecom Street, Clean Gutters - CWA Building (Opposite Tyre Shop), Clean Gutters - Apex Park, , Clean Gutters - Old Barracks, Clean Gutters - Elverd Cottage, Clean Gutters - Newton St, Clean Gutters - RSL Hall, Clean Gutters - Child Care Centre, , Clean Gutters - Show Grounds, , Clean Gutters - 34 Katanning Rd, , Clean Gutters - 15 Loton Cl, Clean Gutters - Mens Shed, Clean Gutters - Old Post Office	6225.00
<b>EFT30279</b>	<b>10/06/2022</b>	<b>QED Environmental Services</b>	<b>Environmental Services</b>	<b>-4092.00</b>
250803	30/05/2022	QED Environmental Services	Slip resistance testing - Kojonup Netball Facility. Service to be provided: NATA accredited slip resistance testing to AS4586(2013) using the wet pendulum method , 20x locations as directed by Shire of Kojonup,	4092.00
<b>EFT30280</b>	<b>10/06/2022</b>	<b>Haese's Picture Framers</b>	<b>Farewell Gift</b>	<b>-660.00</b>
22/27	21/05/2022	Haese's Picture Framers	Farewell gift for Manager Corporate and Community Services	660.00
<b>EFT30281</b>	<b>10/06/2022</b>	<b>Fabric Covered Pots T/A Tammy McVee</b>	<b>Goods For Sale</b>	<b>-21.40</b>
010622	01/06/2022	Fabric Covered Pots T/A Tammy McVee	Goods sold on consignment, medium & small fabric pots	40.00
TAX010622	01/06/2022	Fabric Covered Pots T/A Tammy McVee	Withholding tax on invoice 010622	-18.60
<b>EFT30282</b>	<b>10/06/2022</b>	<b>Jill Watkin</b>	<b>Reimbursement</b>	<b>-144.60</b>
230522	23/05/2022	Jill Watkin	Police Clearance & Working With Children Check	144.60
<b>EFT30283</b>	<b>10/06/2022</b>	<b>Payroll Deductions - Shire of Kojonup</b>	<b>Payroll deductions</b>	<b>-1385.00</b>
DEDUCTION	07/06/2022	Payroll Deductions - Shire of Kojonup	Payroll Deduction	985.00
DEDUCTION	07/06/2022	Payroll Deductions - Shire of Kojonup	Payroll Deduction	400.00
<b>EFT30284</b>	<b>10/06/2022</b>	<b>Child Support Agency</b>	<b>Payroll deductions</b>	<b>-307.98</b>
DEDUCTION	07/06/2022	Child Support Agency	Payroll Deduction	307.98
<b>EFT30285</b>	<b>10/06/2022</b>	<b>Australian Services Union (LGO)</b>	<b>Payroll deductions</b>	<b>-51.80</b>
DEDUCTION	07/06/2022	Australian Services Union (LGO)	Payroll Deduction	51.80
<b>EFT30286</b>	<b>10/06/2022</b>	<b>Australian Services Union (MEU)</b>	<b>Payroll deductions</b>	<b>-71.70</b>
DEDUCTION	07/06/2022	Australian Services Union (MEU)	Payroll Deduction	71.70
<b>EFT30287</b>	<b>10/06/2022</b>	<b>EasiSalary</b>	<b>Payroll deductions</b>	<b>-2275.56</b>
DEDUCTION	07/06/2022	EasiSalary	Payroll Deduction	1205.77
DEDUCTION	07/06/2022	EasiSalary	Payroll Deduction	1069.79
<b>EFT30288</b>	<b>16/06/2022</b>	<b>Darci Campbell</b>	<b>Reimbursement</b>	<b>-189.60</b>
010622	01/06/2022	Darci Campbell	New Employee Medical for Darci Campbell	132.00
020622	02/06/2022	Darci Campbell	Police Clearance for Darci Campbell	57.60
<b>EFT30289</b>	<b>16/06/2022</b>	<b>June Jones</b>	<b>Goods for Sale</b>	<b>-537.00</b>
2	03/06/2022	June Jones	Assorted Beanies, Jumpers, Scarves, Slippers, Mug Hugs & Pot Holders, For Sale in Visitor Centre Shop	537.00
<b>EFT30290</b>	<b>16/06/2022</b>	<b>Department of Fire &amp; Emergency Services (DFES)</b>	<b>2021/22 ESL Quarter 4</b>	<b>-10851.48</b>
153899	20/05/2022	Department of Fire & Emergency Services (DFES)	in accordance with the Department of Fire and Emergency Services of WA Act 1998 Part 6a - Emergency Services Levy - Section 36ZJ and Option B	10851.48
<b>EFT30291</b>	<b>16/06/2022</b>	<b>Hi-Way Sales &amp; Service</b>	<b>Engineering Supplies</b>	<b>-256.10</b>
235112	10/05/2022	Hi-Way Sales & Service	2 new hydrualic pipes	256.10

<b>EFT30292</b>	<b>16/06/2022</b>	<b>Carony Pty Ltd</b>	<b>March 2022 Account</b>	<b>-98.00</b>
08-012806	22/03/2022	Carony Pty Ltd	Newspapers	98.00
<b>EFT30293</b>	<b>16/06/2022</b>	<b>Synergy</b>	<b>Electricity</b>	<b>-12464.66</b>
3000178697	13/05/2022	Synergy	a/c 647537230 at Springhaven 15/03/22 - 18/04/22, a/c 810101920 at Information Bay 09/03/22 - 05/05/22, a/c 499920430 at RSL Hall 06/03/22 - 05/05/22, a/c 239108590 at CWA Hall 09/03/22 - 05/05/22, a/c 104306350 at Admin Office 06/03/22 - 05/05/22, a/c 169800510 at Boscabel Standpipe 12/02/22 - 13/04/22, a/c 742636350 at Toy Library 04/03/22 - 03/05/22, a/c 272131310 at Old School 04/03/22 - 03/05/22, a/c 189975470 at Kojonup Spring 02/03/22 - 04/05/22, a/c 304755820 at Depot 27 Blackwood Rd 03/03/22 - 04/05/22, a/c 705366590 at Sale Yards 02/03/22 - 04/05/22, a/c 537275390 at Barracks 04/03/22 - 03/05/22, a/c 762855310 at Railway Toilets 03/03/22 - 04/05/22, a/c 545361230 at Skate Park 03/03/22 - 03/03/22 - 04/05/22, a/c 251948190 at Elverds Cottage 02/03/22 - 04/05/22, a/c 834694030 at Showgrounds 02/03/22 - 04/05/22, a/c 510069810 at Wool Wagon 04/03/22 - 03/05/22, a/c 310216670 at Turkeys Nest 02/03/22 - 04/05/22, a/c 358833310 at Depot 19 Blackwood Rd 03/03/22 - 04/05/22, a/c 150868300 at Springhaven units 02/03/22 - 04/05/22, a/c 647537230 at Memorial Hall 13/04/22 - 10/05/22, a/c 447590190 at Dam site pump 11/02/22 - 12/04/22, a/c 375969790 at Sports Complex 15/03/22 - 18/04/22, a/c 375969790 at Swimming Pool 15/03/22 - 18/04/22	12295.91
2061532051	31/05/2022	Synergy	a/c392675750 for PowerWatch 01/05/22 - 31/05/22	168.75
<b>EFT30294</b>	<b>16/06/2022</b>	<b>BK Thomson Electrical Service</b>	<b>Electrical Services</b>	<b>-8084.92</b>
2170	21/04/2022	BK Thomson Electrical Service	fault find - oval lighting control system	428.00
2183	04/05/2022	BK Thomson Electrical Service	Depot: install double power socket in store room, Install telephone line in store room, Crib room - 4 x socket in corner for electrical appliances	2413.15
2194	04/05/2022	BK Thomson Electrical Service	Provide electrical services Harrison Place	4979.62
2199	09/05/2022	BK Thomson Electrical Service	Replace light fittings Kodja Place	264.15
<b>EFT30295</b>	<b>16/06/2022</b>	<b>Kojonup Auto Electrical Services</b>	<b>Auto Electrics</b>	<b>-230.10</b>
6862	16/05/2022	Kojonup Auto Electrical Services	broken wires on gear box	230.10
<b>EFT30296</b>	<b>16/06/2022</b>	<b>Kojonup Supermarket</b>	<b>Groceries</b>	<b>-5801.29</b>
APR 2022	30/04/2022	Kojonup Supermarket	Springhaven Meals and Refreshments April 2022	5801.29
<b>EFT30297</b>	<b>16/06/2022</b>	<b>Egabva Plumbing &amp; Gas Service</b>	<b>Plumbing</b>	<b>-14339.05</b>
4081	27/04/2022	Egabva Plumbing & Gas Service	Kitchen Urn Filter x 2 April 2022	649.00
4085	13/05/2022	Egabva Plumbing & Gas Service	Stormwater materials, Sewer & Water materials	13096.05
4110	19/05/2022	Egabva Plumbing & Gas Service	5B Vanzuilecom - toilet blocked	313.50
4109	19/05/2022	Egabva Plumbing & Gas Service	Childcare Centre - Clear Blocked Drain	280.50
<b>EFT30298</b>	<b>16/06/2022</b>	<b>Synergy - Street Lights</b>	<b>Electricity</b>	<b>-5237.30</b>
2069533654	01/06/2022	Synergy - Street Lights	a/c131337630 for 289 Streetlights 25/04/22 - 24/05/22	5237.30
<b>EFT30299</b>	<b>16/06/2022</b>	<b>Western Australian Treasury Corporation</b>	<b>Loan Repayment</b>	<b>-19652.75</b>
APR - JUN 2022	31/03/2022	Western Australian Treasury Corporation	Capital Repayment on Loan 135, Interest Repayment on Loan 135	5844.69
APR - JUN 2022	31/03/2022	Western Australian Treasury Corporation	Capital Repayment on Loan 134, Interest Repayment on Loan 134	13808.06
<b>EFT30300</b>	<b>16/06/2022</b>	<b>Public Transport Authority</b>	<b>Bus Fares</b>	<b>-795.91</b>
MAY 2022	31/05/2022	Public Transport Authority	Fares Values for May 2022., Including \$29.46 as credit noted twice.	795.91
<b>EFT30301</b>	<b>16/06/2022</b>	<b>BEST OFFICE SYSTEMS</b>	<b>Printing</b>	<b>-132.11</b>
602679	26/05/2022	BEST OFFICE SYSTEMS	Kodja Place Konica Minolta C250i Photocopier Charges , For Period - 20/04/2022 - 20/05/2022	132.11
<b>EFT30302</b>	<b>16/06/2022</b>	<b>LANDGATE</b>	<b>Rural UV Chargeable</b>	<b>-10450.20</b>
374549	13/05/2022	LANDGATE	Rural UV Gen Vals First 500 Shared, Rural UV Gen Vals OVER 500 Shared	10450.20

<b>EFT30303</b>	<b>16/06/2022</b>	<b>Shire Of Broomehill-Tambellup</b>	<b>GSHI RAAP Funding</b>	<b>-85647.24</b>
4877	25/05/2022	Shire Of Broomehill-Tambellup	Broomehill ILU's Final Claim	85647.24
<b>EFT30304</b>	<b>16/06/2022</b>	<b>McIntosh &amp; Son Katanning</b>	<b>REFUND OF BOND FOR HIRE OF BUS 19/05/22</b>	<b>-260.00</b>
T177	09/06/2022	McIntosh & Son Katanning	Bus Hire Bond 19/05/2022	260.00
<b>EFT30305</b>	<b>16/06/2022</b>	<b>Ma Theresa Pajares</b>	<b>SPORTING COMPLEX BOND 04/06/22</b>	<b>-450.00</b>
T151	10/06/2022	Ma Theresa Pajares	PAJARES COMPLEX BOND	450.00
<b>EFT30306</b>	<b>16/06/2022</b>	<b>Steven Ker</b>	<b>SPORTING COMPLEX BOND 28/05/22</b>	<b>-450.00</b>
T178	10/06/2022	Steven Ker	KER Sports Complex Bond 28/05/22	450.00
<b>EFT30307</b>	<b>16/06/2022</b>	<b>Telstra Health</b>	<b>Annual Software Service</b>	<b>-10942.24</b>
CTI0016917H	08/03/2022	Telstra Health	Annual Software Service Plan Clinical Care & Medication, Management	10942.24
<b>EFT30308</b>	<b>16/06/2022</b>	<b>Guru Productions</b>	<b>Social Meida Productions</b>	<b>-2997.50</b>
8031	19/05/2022	Guru Productions	Destination WA Sponsorship - Series 13, One Feature Story, , One Social Media Video and 10 Still Images	2997.50
<b>EFT30309</b>	<b>16/06/2022</b>	<b>Environmental Industries</b>	<b>Kojonup Sports Play Space</b>	<b>-53669.45</b>
13696	30/04/2022	Environmental Industries	Construction of Kojonup Sports Play Space as per RFT04 of 2020/2021	53669.45
<b>EFT30310</b>	<b>16/06/2022</b>	<b>Rebus Restrooms</b>	<b>Harrison Place Toilet Upgrade</b>	<b>-28886.00</b>
1861	29/04/2022	Rebus Restrooms	Completion of the building - supply and fit double uat with store room as per quote	28886.00
<b>EFT30311</b>	<b>16/06/2022</b>	<b>Bardfield Engineering</b>	<b>Engineering</b>	<b>-20790.00</b>
42369	04/05/2022	Bardfield Engineering	8 x custom rotating Netball/Basketball goals as per 2450 Special Order 2624-A1 C2 L3 BBNU-2450-01	20790.00
<b>EFT30312</b>	<b>16/06/2022</b>	<b>Albany Formwork P/L</b>	<b>Muradup Standpipe</b>	<b>-24409.00</b>
201794	29/04/2022	Albany Formwork P/L	Muradup standpipe. Supply and install 200 000l cement tank	24409.00
<b>EFT30313</b>	<b>16/06/2022</b>	<b>Sarah Lewis</b>	<b>Reimbursement</b>	<b>-57.60</b>
240522	24/05/2022	Sarah Lewis	Police Clearance for Sarah Lewis	57.60
<b>EFT30314</b>	<b>27/06/2022</b>	<b>Payroll Deductions - Shire of Kojonup</b>	<b>Payroll deductions</b>	<b>-1385.00</b>
DEDUCTION	21/06/2022	Payroll Deductions - Shire of Kojonup	Payroll Deduction	985.00
DEDUCTION	21/06/2022	Payroll Deductions - Shire of Kojonup	Payroll Deduction	400.00
<b>EFT30315</b>	<b>27/06/2022</b>	<b>Child Support Agency</b>	<b>Payroll deductions</b>	<b>-307.98</b>
DEDUCTION	21/06/2022	Child Support Agency	Payroll Deduction	307.98
<b>EFT30316</b>	<b>27/06/2022</b>	<b>Australian Services Union (LGO)</b>	<b>Payroll deductions</b>	<b>-51.80</b>
DEDUCTION	21/06/2022	Australian Services Union (LGO)	Payroll Deduction	51.80
<b>EFT30317</b>	<b>27/06/2022</b>	<b>Australian Services Union (MEU)</b>	<b>Payroll deductions</b>	<b>-71.70</b>
DEDUCTION	21/06/2022	Australian Services Union (MEU)	Payroll Deduction	71.70
<b>EFT30318</b>	<b>27/06/2022</b>	<b>EasiSalary</b>	<b>Payroll deductions</b>	<b>-2275.56</b>
DEDUCTION	21/06/2022	EasiSalary	Payroll Deduction	1205.77
DEDUCTION	21/06/2022	EasiSalary	Payroll Deduction	1069.79
<b>EFT30319</b>	<b>29/06/2022</b>	<b>Air Liquide</b>	<b>Gas Rental</b>	<b>-26.06</b>
YE4632	31/05/2022	Air Liquide	Cylinder Fee	26.06
<b>EFT30320</b>	<b>29/06/2022</b>	<b>DL Consulting</b>	<b>Consulting</b>	<b>-132.00</b>
972	31/05/2022	DL Consulting	End of Year Financial Assitance as required.	132.00
<b>EFT30321</b>	<b>29/06/2022</b>	<b>Roger Frederick Bilney</b>	<b>Councillor Fees</b>	<b>-3818.81</b>
APR - JUN 2022	21/06/2022	Roger Frederick Bilney	Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22	3818.81
<b>EFT30322</b>	<b>29/06/2022</b>	<b>Cr Edwin James Radford</b>	<b>Councillor Fees</b>	<b>-12430.10</b>
APR - JUN 2022	21/06/2022	Cr Edwin James Radford	Claim for Councillor Fees and Reimbursement 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursement 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursement 01/04/22 - 30/06/22	12430.10
<b>EFT30323</b>	<b>29/06/2022</b>	<b>Cr Paul Webb</b>	<b>Councillor Fees</b>	<b>-5551.16</b>
APR - JUN 2022	21/06/2022	Cr Paul Webb	Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22	5551.16
<b>EFT30324</b>	<b>29/06/2022</b>	<b>Australia Post</b>	<b>Postage</b>	<b>-347.68</b>
1011577360	03/06/2022	Australia Post	Daily Mail for May 2022	347.68
<b>EFT30325</b>	<b>29/06/2022</b>	<b>Hi-Way Sales &amp; Service</b>	<b>Engineering Supplies</b>	<b>-932.06</b>
235710	20/05/2022	Hi-Way Sales & Service	Katanning Road House - R Jehu - Fabrication Of Mesh Cover For Garden - Hiway Sales.	189.25

235880	31/05/2022	Hi-Way Sales & Service	3Keys cut & Key tags, 8 Keys cut, ULP 19.74L, 9 Keys cut, 4 U Bolts, ULP, Grease, 20L Fuels ATF, Epoxy Clean, ULP 18.41L, 4pk Ratchet Tie Down Straps, 4 Keys Cut, ULP, Starter Assy	742.81
<b>EFT30326</b>	<b>29/06/2022</b>	<b>Kojonup Agricultural Supplies</b>	<b>Drought Resilliance Fund</b>	<b>-7645.98</b>
10203556	25/05/2022	Kojonup Agricultural Supplies	new chain and bar for #1 saw	150.00
10203885	30/05/2022	Kojonup Agricultural Supplies	new fuel transfer pump	305.98
10204077	01/06/2022	Kojonup Agricultural Supplies	new bar and chain	150.00
10204777	20/06/2022	Kojonup Agricultural Supplies	Salt tolerant pasture seed	7040.00
<b>EFT30327</b>	<b>29/06/2022</b>	<b>Carony Pty Ltd</b>	<b>May 2022 Account</b>	<b>-2187.67</b>
04-378291	03/05/2022	Carony Pty Ltd	Bedding for Loton CI unit - COVID relief staff	242.15
01-222161	03/05/2022	Carony Pty Ltd	Rope All Purpose	26.50
01-222206	04/05/2022	Carony Pty Ltd	Round Eye Swivel, Bin Round 15L	20.55
03-083578	05/05/2022	Carony Pty Ltd	Black Gaffer Tafe	19.95
03-083761	07/05/2022	Carony Pty Ltd	Gas bottle for surge staff accommodation	191.00
01-222514	09/05/2022	Carony Pty Ltd	H/Shr Tubes 12pce	22.75
01-222499	09/05/2022	Carony Pty Ltd	1.7L Kettle	67.95
01-222572	10/05/2022	Carony Pty Ltd	Work Boots - Blue Steel - Black - Size 8 1/2 - Sandra Cowie	210.00
01-222582	10/05/2022	Carony Pty Ltd	Mouse traps	21.20
04-379003	10/05/2022	Carony Pty Ltd	Carpet cleaner hire and products	129.75
03-084063	11/05/2022	Carony Pty Ltd	Camlock Parts	27.00
01-222714	11/05/2022	Carony Pty Ltd	Padlock	59.10
01-222756	12/05/2022	Carony Pty Ltd	2 X Sika 15l Bitumen Waterbased Sealer	405.50
03-084251	16/05/2022	Carony Pty Ltd	Roller Kit, Roller Covers	61.55
03-084232	16/05/2022	Carony Pty Ltd	Stain Graffiti Remover 1L	67.95
03-084230	16/05/2022	Carony Pty Ltd	500ml Eucalyptus, CRC Oil St/ Remover	43.25
04-380016	19/05/2022	Carony Pty Ltd	AAA Batteries 10pk	25.00
03-084479	20/05/2022	Carony Pty Ltd	Going Away Card for MCCS	5.99
01-223285	24/05/2022	Carony Pty Ltd	Screw Hex W/Seal	33.50
03-084650	24/05/2022	Carony Pty Ltd	CEO House - gas replacement	191.00
04-380755	25/05/2022	Carony Pty Ltd	Racing Cars, Art Smocks, Tradie toy tool kits	72.44
01-223433	27/05/2022	Carony Pty Ltd	Wrapping Paper for MCCS going away present	4.99
10-000027	30/05/2022	Carony Pty Ltd	Springhaven Newspapers May 2022	91.20
03-084902	30/05/2022	Carony Pty Ltd	Fuel Can 15L Plastic	37.50
10-000026	30/05/2022	Carony Pty Ltd	Newspapers	34.00
01-223613	31/05/2022	Carony Pty Ltd	Sunbeam Kettle, Financial Year Diary	52.95
01-223607	31/05/2022	Carony Pty Ltd	Screw Hex W/Seal	22.95
<b>EFT30328</b>	<b>29/06/2022</b>	<b>Synergy</b>	<b>Electricity</b>	<b>-4507.84</b>
3000180530	15/06/2022	Synergy	Overdue Fee, a/c340194030 for Springhaven Barracks PI 19/04/22 - 16/05/22, a/c647537230 for Memorial Hall 111 Albany Hwy 11/05/22 - 07/06/22, a/c108640990 for Apex Park Lot147 Broomehill Rd 03/03/22 - 07/05/22, a/c375969790 for Sports Complex Benn Pde 19/04/22 - 16/05/22, a/c375969790 for Sports Complex Benn Pde 19/04/22 - 16/05/22	3906.54
2045550264	16/06/2022	Synergy	a/c375598810 for 26 Kojonup-Katanning Rd 13/04/22 - 15/06/22	601.30
<b>EFT30329</b>	<b>29/06/2022</b>	<b>Kleenheat Gas Pty Ltd</b>	<b>Gas</b>	<b>-1117.28</b>
4439022	01/06/2022	Kleenheat Gas Pty Ltd	190KG Cyl - Faiclity Fee / Cylinder Service Charge - Sports Complex	305.53
4439025	01/06/2022	Kleenheat Gas Pty Ltd	2x 45KG Cyl - Facility Fee - Cylinder Service Change - 10 Loton CI	85.80
4439024	01/06/2022	Kleenheat Gas Pty Ltd	2x 45KG Cyl - Facility Fee / Cylinder Service Charge - 39 Vanzuilecom St	85.80
4439023	01/06/2022	Kleenheat Gas Pty Ltd	4x 45KG Cyl - Facility Fee / Cylinder Service Charge - 8 Newton St	171.60
4439021	01/06/2022	Kleenheat Gas Pty Ltd	190KG Cyl - Facility Fee / Cylinder Service Charge - Memorial Hall	305.53
21953309	09/06/2022	Kleenheat Gas Pty Ltd	Supply Bulk 150 LPG for Sports Complex	163.02
<b>EFT30330</b>	<b>29/06/2022</b>	<b>Kojonup Tyre Service</b>	<b>Tyre Services</b>	<b>-429.00</b>
INV-2344	03/06/2022	Kojonup Tyre Service	change tyre	385.00
INV-2385	08/06/2022	Kojonup Tyre Service	Repair Ford Ranger Tyre - Puncture from Nail - KO 525	44.00
<b>EFT30331</b>	<b>29/06/2022</b>	<b>BK Thomson Electrical Service</b>	<b>Electrical Services</b>	<b>-3931.64</b>
2131	20/03/2022	BK Thomson Electrical Service	Jean Sullivan Unitys. Check RCDs , Earth rod , Equipotential and replace smoke alarm ba, tteries.	115.99
2237	29/05/2022	BK Thomson Electrical Service	Plugs on north side wall for screen	289.60
2230	29/05/2022	BK Thomson Electrical Service	Harrison Place Electrical work	2736.02

2214	31/05/2022	BK Thomson Electrical Service	Supply and Install light fitting, lounge room at 8 Loton Close	204.65
2244	04/06/2022	BK Thomson Electrical Service	Emergency Fire Storage - disconnect hot water system and electric roller door.	282.88
2262	12/06/2022	BK Thomson Electrical Service	28 Katanning rewire laundry light switch	107.00
2268	16/06/2022	BK Thomson Electrical Service	Replace 1 fuse and two tubes, Supply spare tubes	195.50
<b>EFT30332</b>	<b>29/06/2022</b>	<b>RENTOKIL INITIAL PTY LTD</b>	<b>Hygiene Services</b>	<b>-1297.49</b>
97399840	14/06/2022	RENTOKIL INITIAL PTY LTD	Sporting Complex - Sharps Disposal service, Spring Street Toilets - Sharps Disposal service, Memorial Hall - Sharps Disposal service & Hygiene Treatment Urine Descaler, Playgroup - Sanitary Disposal Service, RSL Hall- Sharps Disposal Service, Sporting Complex - Sharps Disposal Service, Apex Park- Sharps Disposal Service & Hygiene Treatment	1297.49
<b>EFT30333</b>	<b>29/06/2022</b>	<b>Kojonup Auto Electrical Services</b>	<b>Auto Electrics</b>	<b>-1032.20</b>
7171	03/06/2022	Kojonup Auto Electrical Services	7 Pin Metal Trailer	43.90
7197	07/06/2022	Kojonup Auto Electrical Services	new battery, new battery	433.60
7304	14/06/2022	Kojonup Auto Electrical Services	isolator switch, 2x new batteries	554.70
<b>EFT30334</b>	<b>29/06/2022</b>	<b>Kojonup Supermarket</b>	<b>Groceries</b>	<b>-6992.25</b>
MAY 2022	31/05/2022	Kojonup Supermarket	Springhaven meals and refreshments May 2022	6387.77
MAY 2022	31/05/2022	Kojonup Supermarket	a/c617 for Council, a/c617 for Admin, a/c617 for Admin, a/c617 for Play Cafe, a/c617 for Depot, a/c617 for Depot	588.45
MAY 2022	31/05/2022	Kojonup Supermarket	a/c 45 for Kodja Place, a/c 45 for Kodja Place	16.03
<b>EFT30335</b>	<b>29/06/2022</b>	<b>Westrac Equipment</b>	<b>Truck Parts</b>	<b>-3501.86</b>
PI7050689	30/05/2022	Westrac Equipment	new rear drive shaft	906.00
PI7059062	01/06/2022	Westrac Equipment	2 new mirror brackets	520.61
PI4063380	02/06/2022	Westrac Equipment	yolk for uni joint on drive shaft	722.68
PI7067867	03/06/2022	Westrac Equipment	yoke for uni joint on drive shaft	631.31
PI7102933	14/06/2022	Westrac Equipment	2x gas struts, 8x wiper blades	540.66
PI7107641	15/06/2022	Westrac Equipment	thermostat and radiator cap	180.60
<b>EFT30336</b>	<b>29/06/2022</b>	<b>Kojonup Country Kitchen</b>	<b>Catering</b>	<b>-986.45</b>
2848	25/03/2022	Kojonup Country Kitchen	Catering for approximately 18 people on Friday, 25 March 2022	257.50
2855	12/04/2022	Kojonup Country Kitchen	Catering - 12 April 2022 - Briefing Session	197.50
2856	12/04/2022	Kojonup Country Kitchen	Catering - Afternoon Tea - 12 April 2022 - for 21 people	145.95
2869	07/06/2022	Kojonup Country Kitchen	Catering - 7 June 2022 - Briefing Session	169.25
2875	21/06/2022	Kojonup Country Kitchen	Catering - 21 June 2022 - Briefing Session	216.25
<b>EFT30337</b>	<b>29/06/2022</b>	<b>BOC Gases</b>	<b>Industrial Gases</b>	<b>-158.73</b>
4031259625	19/05/2022	BOC Gases	1x Oxygen Industrial Size G	29.15
5005745983	29/05/2022	BOC Gases	Supply of industrial gases for Depot, Supply of industrial gases for Springhaven, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck, Supply of industrial gases for Springhaven, Supply of industrial gases for Fire Truck, Supply of industrial gases for Fire Truck	129.58
<b>EFT30338</b>	<b>29/06/2022</b>	<b>Egabva Plumbing &amp; Gas Service</b>	<b>Plumbing</b>	<b>-6342.47</b>
4108	19/05/2022	Egabva Plumbing & Gas Service	Slow leak in ladies cistern.	164.82
4131	01/06/2022	Egabva Plumbing & Gas Service	Annual Servicing of RPZD's at Springhaven, Annual Servicing of RPZD's - Standpipes at Katanning-Kojonup Road, Annual Servicing of RPZD's - Sport Complex Water Service, Fire Service, Grease Trap, Annual Servicing of Boundary RPZD's at Springhaven	742.50
4115	01/06/2022	Egabva Plumbing & Gas Service	Supply and Fitting of Enviroheat 250lt Pump - 13 Loton Close	4016.55
4135	03/06/2022	Egabva Plumbing & Gas Service	Replacing faulty Urn with labour	1080.20
4148	22/06/2022	Egabva Plumbing & Gas Service	28 Katanning rd - Unblock sewer system.	181.50
4146	22/06/2022	Egabva Plumbing & Gas Service	Repair Cistern Female toilets	156.90
<b>EFT30339</b>	<b>29/06/2022</b>	<b>Wurth Australia Pty Ltd</b>	<b>Workshop Supplies</b>	<b>-260.92</b>
4320103743	10/06/2022	Wurth Australia Pty Ltd	razor blades, rubber grease, file set	260.92
<b>EFT30340</b>	<b>29/06/2022</b>	<b>Winc Australia Pty Ltd</b>	<b>Stationary</b>	<b>-267.99</b>

9039428517	03/06/2022	Winc Australia Pty Ltd	Wireless Mouse and Keyboard mouse set, Jill Watkin Name Badge and Business Cards, Post it note dispenser and A3 Paper	57.20
9039436069	06/06/2022	Winc Australia Pty Ltd	USB-C Video Adapter, Laptop stand	68.38
9039435965	06/06/2022	Winc Australia Pty Ltd	Laundry Marker Pens	37.71
9039514490	14/06/2022	Winc Australia Pty Ltd	USB-C Video Adapter	104.70
<b>EFT30341</b>	<b>29/06/2022</b>	<b>Kojonup Historical Society</b>	<b>Goods For Sale</b>	<b>-75.00</b>
33	20/06/2022	Kojonup Historical Society	3x Give Them Wings Books, For Sale in Visitor Centre Shop	75.00
<b>EFT30342</b>	<b>29/06/2022</b>	<b>Paul Hartmann Pty Ltd</b>	<b>Healthcare Products</b>	<b>-1398.00</b>
437229936	02/06/2022	Paul Hartmann Pty Ltd	Springhaven Continence Aids June 2022	1398.00
<b>EFT30343</b>	<b>29/06/2022</b>	<b>ABA Security</b>	<b>Security</b>	<b>-438.48</b>
29150	13/06/2022	ABA Security	Security Monitoring of Depot - 13 June 2022 - 12 Sept 2022	218.99
29238	19/06/2022	ABA Security	Kodja Place - Monitoring of Security Alarm - Period 19/06/2022 - 18/09/2022	219.49
<b>EFT30344</b>	<b>29/06/2022</b>	<b>Kojonup District High School</b>	<b>Play Cafe &amp; Donation</b>	<b>-58.00</b>
4502	09/11/2021	Kojonup District High School	Book Award Presentation Night 2021, Term 4 Play Cafe 2021	58.00
<b>EFT30345</b>	<b>29/06/2022</b>	<b>Katanning Pest Management</b>	<b>Termite Inspection</b>	<b>-682.00</b>
A3272	18/06/2022	Katanning Pest Management	Service all units. whiteants.	682.00
<b>EFT30346</b>	<b>29/06/2022</b>	<b>CGS ENGINEERS</b>	<b>Engineering</b>	<b>-2585.00</b>
25336	23/06/2022	CGS ENGINEERS	Chemical Shed Doors	2585.00
<b>EFT30347</b>	<b>29/06/2022</b>	<b>Toll Transport</b>	<b>Freight</b>	<b>-922.93</b>
0500-S104118	29/05/2022	Toll Transport	From Ergolink on 24/05/22, From Surgical on 24/05/22, From Surgical on 24/05/22	68.84
0287-80774145	29/05/2022	Toll Transport	From Baileys Fertiliser on 18/05/22, From Westrac on 20/05/22, From Hersey Safety on 19/05/22	784.75
0288-80774145	05/06/2022	Toll Transport	From Bunbury Trucks on 23/05/22, From Westrac on 30/05/22, From JTB Spares on 31/05/22, From Westrac on 01/06/22, From Westrac on 02/06/22	58.33
0502-S104118	12/06/2022	Toll Transport	From Winc on 03/06/22	11.01
<b>EFT30348</b>	<b>29/06/2022</b>	<b>DS Agencies Pty Ltd</b>	<b>Park Bench</b>	<b>-1523.50</b>
INV-157778	08/06/2022	DS Agencies Pty Ltd	Mall Slim Bench 1750 Night Sky Powder Coated Aluminium Support Frame And Pedestal Legs, Bondi Blue And Lycra Strip Powder Coated Aluminium Battens., Freight to Depot	1523.50
<b>EFT30349</b>	<b>29/06/2022</b>	<b>Optus Billing Services Pty Ltd</b>	<b>Telecommunications</b>	<b>-2370.32</b>
278672514	07/06/2022	Optus Billing Services Pty Ltd	Optus Loop for Admin 07/05/22 - 06/06/22	1202.31
278672516	07/06/2022	Optus Billing Services Pty Ltd	Optus Loop for Springhaven 07/05/22 - 06/06/22	497.00
279344834	10/06/2022	Optus Billing Services Pty Ltd	Optus Loop for Kodja Place 10/05/22 - 09/06/22	403.00
279915015	13/06/2022	Optus Billing Services Pty Ltd	Optus Loop for Depot 13/05/22 - 12/06/22	268.01
<b>EFT30350</b>	<b>29/06/2022</b>	<b>Sunny Signs</b>	<b>Signage</b>	<b>-435.60</b>
479856	10/06/2022	Sunny Signs	16 x 80km/phr core flute signs, 8 x 40km/phr core flute signs	435.60
<b>EFT30351</b>	<b>29/06/2022</b>	<b>Warren Blackwood Waste</b>	<b>Waste and Recycling</b>	<b>-21168.95</b>
18088	07/06/2022	Warren Blackwood Waste	240Lt Bins Pick Up - May 2022, KJP Street Bins Pickup - May 2022, 240Lt Recycling Bins Pick Up - May 2022, KJP Service townsite area bins - May 2022	13144.15
18087	07/06/2022	Warren Blackwood Waste	KJP Transfer Station Management - May 2022	8024.80
<b>EFT30352</b>	<b>29/06/2022</b>	<b>South Regional TAFE</b>	<b>Training</b>	<b>-521.90</b>
I0019634	13/06/2022	South Regional TAFE	Traffic Management Controllers Course: 14 - 16 June 2022 - Albany Campus, Attendees: Joey Pajares and Lemuel Viloria	238.40
I0019724	22/06/2022	South Regional TAFE	Cert II Horticulture AHC20416 - remaining units completed - Lemuel Viloria	283.50
<b>EFT30353</b>	<b>29/06/2022</b>	<b>Australian Institute of Horticulture Inc.</b>	<b>Membership</b>	<b>-330.00</b>
INV-3018	20/05/2022	Australian Institute of Horticulture Inc.	Annual Membership 22/23	330.00
<b>EFT30354</b>	<b>29/06/2022</b>	<b>Sigma Chemicals</b>	<b>Pool Chemicals</b>	<b>-2857.03</b>
158448/01	13/06/2022	Sigma Chemicals	Robo-Pro 30m Commercial Robot pool cleaner	2724.70
155122/01	14/06/2022	Sigma Chemicals	Pool cleaner repairs	132.33



EFT30355	29/06/2022	Greenway Enterprises - Stratagreen	Gardening Equipment	-214.35
145738	14/06/2022	Greenway Enterprises - Stratagreen	4 X Wolf-Garten Comfort Bypass Secateurs Sku Rr2500	214.35
EFT30356	29/06/2022	GREAT SOUTHERN TOYOTA	New Vehicle	-21598.05
RI31100446	20/06/2022	GREAT SOUTHERN TOYOTA	Purchase: Toyota Hilux 4x4 Dsl D/C/C 6at , Mechanic Vehicle, Trade In: Holden Colarado 2019 Ltz (Ko 10), Quote: 38343	21598.05
EFT30357	29/06/2022	Bunnings Group Limited	Paint	-166.29
2181/00658052	27/05/2022	Bunnings Group Limited	3 x 15 litres white paint	166.29
EFT30358	29/06/2022	BEST OFFICE SYSTEMS	Printer Repairs	-99.00
603397	16/06/2022	BEST OFFICE SYSTEMS	Service Ricoh Photocopier, Marks & Jamming	99.00
EFT30359	29/06/2022	SELECT A PART	Truck Parts	-78.00
42956	25/05/2022	SELECT A PART	headlight repair kit	78.00
EFT30360	29/06/2022	LANDGATE	GRV Revaluation	-21872.91
374691	20/05/2022	LANDGATE	Valuation Roll, Mining Tenements	243.80
375447	02/06/2022	LANDGATE	Valuation Roll	164.20
375648	14/06/2022	LANDGATE	GRV Gen Vals Country	21464.91
EFT30361	29/06/2022	GLENLOSSIE DISTILLERY	Farewell Dinner for Anthony Middleton	-1842.00
INV-0156	13/06/2022	GLENLOSSIE DISTILLERY	3 course menu x 27 people x \$60 pp plus drinks	1842.00
EFT30362	29/06/2022	SURGICAL HOUSE	Pharmaceuticals	-809.30
A811038	03/06/2022	SURGICAL HOUSE	Springhaven Surgical House June 2022	809.30
EFT30363	29/06/2022	ST LUKE'S FAMILY PRACTICE	Medical	-125.00
199643	09/06/2022	ST LUKE'S FAMILY PRACTICE	Lem Viloria - Blood Tests For Hep A & B Immunity/Tetanus. Subsequent Vaccination And Booster.	125.00
EFT30364	29/06/2022	Hope Contractors	Yard Maintenance	-88.00
1984	19/06/2022	Hope Contractors	Yard Cleaning of 15 Loton Close	88.00
EFT30365	29/06/2022	AFGRI (greenline)	New John Deere Front Loader	-65879.00
2589986	25/05/2022	AFGRI (greenline)	Purchase of John Deere 5075E and H240 loader, , Trade In: New Holland Tractor (KO 8707)	65879.00
EFT30366	29/06/2022	The Cott Family Trust t/a Oiltech Fuel	Diesel	-20898.21
21087	12/06/2022	The Cott Family Trust t/a Oiltech Fuel	Supply of 9952L @ 190.9cpl on 12/06/22	20898.21
EFT30367	29/06/2022	Environmental Health Australia (New South Wales) Inc	Food Safety Program	-330.00
4397	15/06/2022	Environmental Health Australia (New South Wales) Inc	I'm Alert Food Safety renewal	330.00
EFT30368	29/06/2022	Ramped Technology & Management Systems Pty Ltd	IT Support	-4764.86
INV-2745	31/10/2021	Ramped Technology & Management Systems Pty Ltd	Technician Telephone Assistance 01/10/21-27/10/21	1322.75
INV-4122	04/05/2022	Ramped Technology & Management Systems Pty Ltd	x4 Lenova ThinkBook i5 11th Generation 8GB RAM 256GB SSD Mineral Gray	3234.65
INV-4428	02/06/2022	Ramped Technology & Management Systems Pty Ltd	Samsung 53cm Monitor for Records	207.46
EFT30369	29/06/2022	Cr Kevin Gale	Councillor Fees	-3917.21
APR - JUN 2022	21/06/2022	Cr Kevin Gale	Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22	3818.81
APR - JUN 2022	21/06/2022	Cr Kevin Gale	Claim of travel expenses 123km @ .80c 01/04/22 - 30/06/22	98.40
EFT30370	29/06/2022	St John Ambulance WA	First Aid Kit Servicing	-805.77
FAINV00988156	08/06/2022	St John Ambulance WA	Country Kit Servicing Fee - For The Kodja Place	69.14
FAINV00988822	10/06/2022	St John Ambulance WA	First Aid Kit Servicing for Shire Office Vehicles, Play Cafe, Back Pack Bag and Wall Mounted box.	270.40
FAINV00988827	10/06/2022	St John Ambulance WA	Servicing of first aid kits at depot - 14 x vehicle kits, 2 back packs	466.23
EFT30371	29/06/2022	BJ Systems	Security	-144.10
810534	23/06/2022	BJ Systems	Sport Complex Monitoring fee - 01/07/2022 - 30/09/2022	144.10
EFT30372	29/06/2022	ALBANY LOCK SERVICE	Key Storage Cabinet	-158.90
27791	30/05/2022	ALBANY LOCK SERVICE	Residential Key Cabinet	158.90
EFT30373	29/06/2022	35 Degrees South	Survey Services	-2376.00
4603	14/06/2022	35 Degrees South	Feature and contour survey	2376.00

EFT30374	29/06/2022	Cr. Alan Egerton- Warburton	Councillor Fees	-3818.81
APR - JUN 2022	21/06/2022	Cr. Alan Egerton- Warburton	Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22	3818.81
EFT30375	29/06/2022	H + H ARCHITECTS	Architect Services	-8431.50
7281	15/06/2022	H + H ARCHITECTS	To Design And Provide Drawings For Admin Building Garden Concept. to include Site survey, client brief- concept sketch - survey information - update and create drawings - provide info on seating and retaining. Proposed schedule of colours, materials, furniture etc., To Design And Provide Drawings For Admin Building Garden Concept. to include Site survey, client brief- concept sketch - survey information - update and create drawings - provide info on seating and retaining. Proposed schedule of colours, materials, furniture etc.	8431.50
EFT30376	29/06/2022	Clarke's Furniture & Kitchen Design	Building Maintenance	-135.00
3001	15/06/2022	Clarke's Furniture & Kitchen Design	Replace faulty drawer runners in kitchen island - 15 Loton Close	135.00
EFT30377	29/06/2022	Edge Planning & Property	Planning Services	-1650.00
2019	14/06/2022	Edge Planning & Property	Townplanning & Advice - May 2022	1650.00
EFT30378	29/06/2022	Mini Projects WA	Hire of Plant	-300.00
513	04/06/2022	Mini Projects WA	Cherry Picker Hire	300.00
EFT30379	29/06/2022	Cr Felicity Webb	Councillor Fees	-3818.81
APR - JUN 2022	21/06/2022	Cr Felicity Webb	Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22	3818.81
EFT30380	29/06/2022	thinkproject Australia Pty Ltd	Annual Support & Maintenance	-12608.71
RSL-18816	01/07/2022	thinkproject Australia Pty Ltd	RAMM Transport Asset Annual Subscription and Mainteance Fee 1 Jul 22 - 30 Jun 23	12608.71
EFT30381	29/06/2022	PARMINDER SINGH	Councillor Fees	-3818.81
APR - JUN 2022	21/06/2022	PARMINDER SINGH	Councillor Fees and Reimbursements 01/04/22 - 30/06/22, Councillor Fees and Reimbursements 01/04/22 - 30/06/22	3818.81
EFT30382	29/06/2022	Kristel Thomson	Reimbursement	-446.00
100622	10/06/2022	Kristel Thomson	First Aid Allowance. Refer to EBA 13.5	446.00
EFT30383	29/06/2022	Parks and Leisure Australia National Office	Conference	-1430.00
63135571	23/06/2022	Parks and Leisure Australia National Office	Marina Murray - Attendance Pla National Conference. Melbourne 16/10-19/10/22.	1430.00
EFT30384	29/06/2022	South West Aboriginal Land & Sea Council	Bond Return	-265.00
200622	20/06/2022	South West Aboriginal Land & Sea Council	Memorial Hall Hire Bond 11/06/22	265.00
EFT30385	29/06/2022	Country Home & Hire	Garden Maintenance	-6534.00
21A	01/07/2021	Country Home & Hire	Springhaven Gardening June 2021	3498.00
42	16/06/2022	Country Home & Hire	Springhaven Gardening Aug 2021	1848.00
42	16/06/2022	Country Home & Hire	Springhaven Gardening Sept 2021	792.00
42	16/06/2022	Country Home & Hire	Springhaven gardening November 2021	396.00
EFT30386	29/06/2022	Black Cockatoo Cafe	Catering	-100.00
1159	07/06/2022	Black Cockatoo Cafe	Lunch for Kojonup's Elders At The Kodja Place	100.00
EFT30387	29/06/2022	Designer Dirt	Furniture	-62.00
2439	07/06/2022	Designer Dirt	Display Ladder for Visitor Centre Shop	62.00
EFT30388	29/06/2022	Redfish Technologies	Media for President Room	-6867.98
IV00003943	17/06/2022	Redfish Technologies	President Room IT Upgrade as per quote #22430	6867.98
EFT30389	29/06/2022	Kojonup Light Civil	Construction	-780.00
406	13/06/2022	Kojonup Light Civil	Sand and blue metal delivery - drainage maintenance - May/June	780.00
EFT30390	29/06/2022	Cr Cynthia Wieringa	Councillor Fees	-3818.81
APR - JUN 2022	21/06/2022	Cr Cynthia Wieringa	Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22, Claim for Councillor Fees and Reimbursements 01/04/22 - 30/06/22	3818.81
EFT30391	29/06/2022	Lilly's Garden operated by Marina Murray	Goods For Sale	-222.00
59-60	09/06/2022	Lilly's Garden operated by Marina Murray	Assorted Jams and Relish , For Sale in Visitor Centre Shop	222.00
EFT30392	29/06/2022	3E Advantage Pty Ltd	Printing	-2336.95
INV-65224-D5W9X7	05/06/2022	3E Advantage Pty Ltd	Printing charges Jan 2022 - June 2022 Admin Depot Springhaven, Printing charges Jan 2021 - June 2022 Kodja Place	122.10
INV-65371-S1K6X5	07/06/2022	3E Advantage Pty Ltd	Printing charges Jan 2022 - June 2022 Admin Depot Springhaven 01/05/22-31/05/22, Printing charges Jan 2021 - June 2022 Kodja Place	2214.85
EFT30393	29/06/2022	MCB Construction Pty Ltd	Construction	-167588.47

INV-0210	07/06/2022	MCB Construction Pty Ltd	additional fourth (4th) lean-to bay including personnel door, roller door and concrete floor	13572.85
INV-0211	07/06/2022	MCB Construction Pty Ltd	6 x 10m translucent sheets for netball court roof, supply and install	5679.52
INV-0213	07/06/2022	MCB Construction Pty Ltd	insulation of portion of storage facility as per quote	2326.50
INV-0212	07/06/2022	MCB Construction Pty Ltd	Removal of disused light poles to Works Depot, including ground level removal of fixtures & fittings	2640.00
INV-0214	07/06/2022	MCB Construction Pty Ltd	upgraded roof bracing variance	17015.90
INV-0215	07/06/2022	MCB Construction Pty Ltd	Supply, installation, water collection and drainage allowances for:, AquaFill Flexi Fountain 1200 in PRISM-BLUES with Shire of Kojonup logo, Sink, tap and associated hardware in partitioned lean-to, Hose, reel and associated hardware on eastern end of lean-to bays	27997.37
INV-0209	07/06/2022	MCB Construction Pty Ltd	Construction of roof structure over 4 netball courts as per tender 2 of 2020/2021, including roof height min 8.3m, walls to 3m from ground level and 3 bay (24m) of 5m lean-to storage with 7 roller doors.	98356.33
<b>EFT30394</b>	<b>29/06/2022</b>	<b>Phil Hogan</b>	<b>RSL HALL HIRE BOND</b>	<b>-200.00</b>
T71	24/06/2022	Phil Hogan	Bridge RSL Hall Bond	200.00
<b>EFT30395</b>	<b>29/06/2022</b>	<b>Joey Pajares</b>	<b>Reimbursement</b>	<b>-74.10</b>
200622	20/06/2022	Joey Pajares	HR Learners Permit CTT	20.20
20622	20/06/2022	Joey Pajares	Application for HR learners licence	53.90
<b>EFT30396</b>	<b>29/06/2022</b>	<b>Skate Sculpture</b>	<b>Consultation</b>	<b>-17600.00</b>
INV0000301	09/06/2022	Skate Sculpture	Briefing with council staff, Workshop 1, First draft concept and report, Workshop 2, Final concept and report, Cost estimate, Powerpoint to councillors, Consultation Video,	17600.00
<b>EFT30397</b>	<b>29/06/2022</b>	<b>D Tech Electrics</b>	<b>Electrical Services</b>	<b>-17201.80</b>
IV00971	09/06/2022	D Tech Electrics	Netball electrical services as per scope specified in RFQ10 of 2021	17201.80
<b>EFT30398</b>	<b>29/06/2022</b>	<b>Natural Area Consulting Management Services</b>	<b>Drought Resilience</b>	<b>-11517.94</b>
17951	27/06/2022	Natural Area Consulting Management Services	Plants, Delivery	11517.94
<b>EFT30399</b>	<b>29/06/2022</b>	<b>Plantrite Wholesale Native Nursery</b>	<b>Plants</b>	<b>-39246.35</b>
42588	07/06/2022	Plantrite Wholesale Native Nursery	Plants	29785.91
42650	07/06/2022	Plantrite Wholesale Native Nursery	Plants	9460.44
<b>EFT30400</b>	<b>29/06/2022</b>	<b>Greenway Turf Solutions Pty Ltd</b>	<b>Turf Maintenance</b>	<b>-1007.60</b>
SI-00041396	08/06/2022	Greenway Turf Solutions Pty Ltd	1x20 L Numchuk Quad, , Zx5l Proforce Scrubwet, , 1x5l Confidor (Recruit,Imidacloprid), , 2x1l Silixol,	1007.60
<b>EFT30401</b>	<b>29/06/2022</b>	<b>Fabric Covered Pots T/A Tammy McVee</b>	<b>Reimbursement</b>	<b>-18.60</b>
01062022	01/06/2022	Fabric Covered Pots T/A Tammy McVee	Goods Sold on Consignment	18.60
<b>EFT30402</b>	<b>29/06/2022</b>	<b>Wendy Thorn Photography</b>	<b>Goods For Sale</b>	<b>-204.00</b>
INV-019	17/05/2022	Wendy Thorn Photography	60x Assorted Gift Cards, For Sale in Visitor Centre Shop	204.00
<b>EFT30403</b>	<b>29/06/2022</b>	<b>Jill Watkin</b>	<b>Reimbursement</b>	<b>-529.46</b>
240622	24/06/2022	Jill Watkin	Frames, Pebbles & Table Covers for NAIDOC Week Activities & Exhibition	529.46
<b>EFT30404</b>	<b>29/06/2022</b>	<b>G &amp; J Suckling</b>	<b>Site Survey</b>	<b>-585.00</b>
6489	07/06/2022	G & J Suckling	Test Muradup standpipe site for mobile signal strength	585.00

**1371387.80**

<b><u>Direct Deposits 1/06/22 - 30/06/22</u></b>				
<b>Ref</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
<b>DD22805.1</b>	<b>01/06/2022</b>	<b>Australian Communications and Media Authority</b>	<b>Renewal</b>	<b>-114.00</b>
502917265	02/05/2022	Australian Communications and Media Authority	Licence No. 270655/1 Land mobile system on Vanzuilecome Rd	114.00
<b>DD22868.1</b>	<b>07/06/2022</b>	<b>Aware Super</b>	<b>Payroll deductions</b>	<b>-14188.11</b>
SUPER	07/06/2022	Aware Super	Super	11318.88
SUPER	07/06/2022	Aware Super	Super	362.76
DEDUCTION	07/06/2022	Aware Super	Payroll Deduction	139.08
DEDUCTION	07/06/2022	Aware Super	Payroll Deduction	1609.14
DEDUCTION	07/06/2022	Aware Super	Payroll Deduction	93.47

DEDUCTION	07/06/2022	Aware Super	Payroll Deduction	583.00
DEDUCTION	07/06/2022	Aware Super	Payroll Deduction	81.78
<b>DD22868.2</b>	<b>07/06/2022</b>	<b>Prime Super</b>	<b>Superannuation contributions</b>	<b>-2014.18</b>
SUPER	07/06/2022	Prime Super	Super	2014.18
<b>DD22868.3</b>	<b>07/06/2022</b>	<b>HUB24 Superannuation</b>	<b>Superannuation contributions</b>	<b>-83.79</b>
SUPER	07/06/2022	HUB24 Superannuation Fund	Super	83.79
<b>DD22868.4</b>	<b>07/06/2022</b>	<b>Hesta Superannuation</b>	<b>Superannuation contributions</b>	<b>-592.82</b>
SUPER	07/06/2022	Hesta Superannuation	Super	592.82
DD22868.5	07/06/2022	ANZ Smart Choice Super	Superannuation contributions	-225.64
SUPER	07/06/2022	ANZ Smart Choice Super	Super	225.64
DD22868.6	07/06/2022	Fraser Coast Super Fund	Payroll deductions	-535.79
SUPER	07/06/2022	Fraser Coast Super Fund	Super	401.84
DEDUCTION	07/06/2022	Fraser Coast Super Fund	Payroll Deduction	133.95
<b>DD22868.7</b>	<b>07/06/2022</b>	<b>Future Superannuation Group</b>	<b>Superannuation contributions</b>	<b>-158.03</b>
SUPER	07/06/2022	Future Superannuation Group	Super	158.03
<b>DD22868.8</b>	<b>07/06/2022</b>	<b>Australian Super Pty Ltd</b>	<b>Payroll deductions</b>	<b>-1887.40</b>
SUPER	07/06/2022	Australian Super Pty Ltd	Super	1659.21
DEDUCTION	07/06/2022	Australian Super Pty Ltd	Payroll Deduction	228.19
DD22868.9	07/06/2022	HOSTPLUS	Superannuation contributions	-1459.92
DEDUCTION	07/06/2022	HOSTPLUS	Payroll Deduction	303.81
SUPER	07/06/2022	HOSTPLUS	Super	1156.11
<b>DD22891.1</b>	<b>21/06/2022</b>	<b>Ampol ( Formerly Caltex</b>	<b>Ampol Fuel Card Usage - May 2022</b>	<b>-2746.61</b>
0108960885	21/06/2022	Ampol ( Formerly Caltex Star Card)	Fuel card purchases, Fuel card purchases, Fuel card purchases, Fuel card purchases, Fuel card purchases, Fuel card purchases, Fuel card purchases	2746.61
<b>DD22893.1</b>	<b>21/06/2022</b>	<b>Motorcharge Limited (Puma)</b>	<b>Puma Fuel Card Usage - May 2022</b>	<b>-1765.19</b>
90	21/06/2022	Motorcharge Limited (Puma)	Puma Fuel Card Usage - May 2022, Puma Fuel Card Usage - May 2022, Puma Fuel Card Usage - May 2022, Puma Fuel Card Usage - May 2022, Puma Fuel Card Usage - May 2022	1765.19
<b>DD22903.1</b>	<b>21/06/2022</b>	<b>Aware Super</b>	<b>Payroll deductions</b>	<b>-14044.85</b>
SUPER	21/06/2022	Aware Super	Super	11210.69
SUPER	21/06/2022	Aware Super	Super	317.92
DEDUCTION	21/06/2022	Aware Super	Payroll Deduction	139.08
DEDUCTION	21/06/2022	Aware Super	Payroll Deduction	1615.06
DEDUCTION	21/06/2022	Aware Super	Payroll Deduction	96.74
DEDUCTION	21/06/2022	Aware Super	Payroll Deduction	583.00
DEDUCTION	21/06/2022	Aware Super	Payroll Deduction	82.36
<b>DD22903.2</b>	<b>21/06/2022</b>	<b>HUB24 Superannuation</b>	<b>Superannuation contributions</b>	<b>-11.17</b>
SUPER	21/06/2022	HUB24 Superannuation Fund	Super	11.17
<b>DD22903.3</b>	<b>21/06/2022</b>	<b>Hesta Superannuation</b>	<b>Superannuation contributions</b>	<b>-695.05</b>
SUPER	21/06/2022	Hesta Superannuation	Super	695.05
<b>DD22903.4</b>	<b>21/06/2022</b>	<b>ANZ Smart Choice Super</b>	<b>Superannuation contributions</b>	<b>-250.20</b>
SUPER	21/06/2022	ANZ Smart Choice Super	Super	250.20
<b>DD22903.5</b>	<b>21/06/2022</b>	<b>Fraser Coast Super Fund</b>	<b>Payroll deductions</b>	<b>-535.79</b>
SUPER	21/06/2022	Fraser Coast Super Fund	Super	401.84
DEDUCTION	21/06/2022	Fraser Coast Super Fund	Payroll Deduction	133.95
<b>DD22903.6</b>	<b>21/06/2022</b>	<b>Future Superannuation Group</b>	<b>Superannuation contributions</b>	<b>-180.60</b>
SUPER	21/06/2022	Future Superannuation Group	Super	180.60
<b>DD22903.7</b>	<b>21/06/2022</b>	<b>SunSuper Superannuation</b>	<b>Superannuation contributions</b>	<b>-730.77</b>
SUPER	21/06/2022	SunSuper Superannuation	Super	730.77
<b>DD22903.8</b>	<b>21/06/2022</b>	<b>Essential Super -Enzo Del</b>	<b>Superannuation contributions</b>	<b>-138.33</b>
SUPER	21/06/2022	Essential Super -Enzo Del	Super	138.33
<b>DD22903.9</b>	<b>21/06/2022</b>	<b>Australian Super Pty Ltd</b>	<b>Payroll deductions</b>	<b>-1959.29</b>
SUPER	21/06/2022	Australian Super Pty Ltd	Super	1731.10
DEDUCTION	21/06/2022	Australian Super Pty Ltd	Payroll Deduction	228.19
<b>DD22905.1</b>	<b>07/06/2022</b>	<b>Aware Super</b>	<b>Superannuation contributions</b>	<b>-25.79</b>
SUPER	21/06/2022	Aware Super	Super	25.79
<b>DD22906.1</b>	<b>07/06/2022</b>	<b>SunSuper Superannuation</b>	<b>Superannuation contributions</b>	<b>-108.06</b>
SUPER	21/06/2022	SunSuper Superannuation	Super	108.06
<b>DD22911.1</b>	<b>30/06/2022</b>	<b>NAB</b>	<b>Credit Card Usage 19 May to 17 June 2022 MACS</b>	<b>-2681.03</b>
MAYJUNE22	30/06/2022	NAB	The Workwear Group - Uniforms Admin,	194.35
MAYJUNE22	30/06/2022	NAB	Kmart - online purchase of bedsheets and equipment,	295.25
MAYJUNE22	30/06/2022	NAB	Best & Less online purchase of towels,	121.00
MAYJUNE22	30/06/2022	NAB	Snapfish - Canvas/print for dining room,	82.94
MAYJUNE22	30/06/2022	NAB	Environmental Health Australia - membership renewal R Jehu,	355.00
MAYJUNE22	30/06/2022	NAB	Amazon Digital ,	13.99

MAYJUNE22	30/06/2022	NAB	Card Fees May/June 22	16.25
MAYJUNE22	30/06/2022	NAB	Hillveiw Roadhouse - Fuel 2KO,	161.25
MAYJUNE22	30/06/2022	NAB	Black Cockatoo - Meeting Kodja Place ,	33.00
MAYJUNE22	30/06/2022	NAB	Shire of Kojonup Remake Plates KO0007,	42.40
MAYJUNE22	30/06/2022	NAB	Black Cockatoo -Coffee for team members,	19.00
MAYJUNE22	30/06/2022	NAB	Liberty Albany - Fuel,	122.10
MAYJUNE22	30/06/2022	NAB	Shire of Kojonup -1TWC bring into line with fleet schedule,	15.45
MAYJUNE22	30/06/2022	NAB	RM Williams - Uniform as per contract clause 6.7,	139.00
MAYJUNE22	30/06/2022	NAB	Shire of Kojonup - change of plates from KO8707 to 1HOP352,	30.50
MAYJUNE22	30/06/2022	NAB	Shire of Kojonup - Drivers licence renewal E Lottering,	44.05
MAYJUNE22	30/06/2022	NAB	Online jobs,	108.45
MAYJUNE22	30/06/2022	NAB	Kmart - Books for the library, , Kmart - items for Kindy Café, ,	176.50
MAYJUNE22	30/06/2022	NAB	Booktopia - books for Library,	118.45
MAYJUNE22	30/06/2022	NAB	The Work Wear Group - Uniform for T Pearce,	85.75
MAYJUNE22	30/06/2022	NAB	Shire of Kojonup - Licence Les Lomas,	149.50
MAYJUNE22	30/06/2022	NAB	Harvey Norman - Stick blender, rice cooker and electric frypan,	356.85
<b>DD22911.2</b>	<b>29/06/2022</b>	<b>NAB</b>	<b>Credit Card Usage 19 May to 17 June 2022 MWS</b>	<b>-828.89</b>
MAYJUNE22	29/06/2022	NAB	Holi Colour Powder - Funrun paint powder,	260.00
MAYJUNE22	29/06/2022	NAB	Spotlight - 2 x packs sidewalk chalk,	39.99
MAYJUNE22	29/06/2022	NAB	Kmart - Tableclothes x 10,	80.00
MAYJUNE22	29/06/2022	NAB	Spotlight - 25 xphoto frames,	375.00
MAYJUNE22	29/06/2022	NAB	Officeworks - Picture Frames and photos for staff leaving,	38.40
MAYJUNE22	29/06/2022	NAB	Express Online Training - White Card Replacement - Neil Riley,	35.50
<b>DD22868.10</b>	<b>07/06/2022</b>	<b>SuperWrap Personal Super</b>	<b>Superannuation contributions</b>	<b>-13.93</b>
SUPER	07/06/2022	SuperWrap Personal Super	Super	13.93
<b>DD22868.11</b>	<b>07/06/2022</b>	<b>MTAA SUPERANNUATION</b>	<b>Superannuation contributions</b>	<b>-98.54</b>
SUPER	07/06/2022	MTAA SUPERANNUATION	Super	98.54
<b>DD22868.12</b>	<b>07/06/2022</b>	<b>REST SUPERANNUATION</b>	<b>Superannuation contributions</b>	<b>-449.41</b>
SUPER	07/06/2022	REST SUPERANNUATION	Super	449.41
<b>DD22868.13</b>	<b>07/06/2022</b>	<b>IOOF Superannuation</b>	<b>Superannuation contributions</b>	<b>-217.74</b>
SUPER	07/06/2022	IOOF Superannuation	Super	217.74
<b>DD22868.14</b>	<b>07/06/2022</b>	<b>Panorama Super</b>	<b>Superannuation contributions</b>	<b>-104.27</b>
SUPER	07/06/2022	Panorama Super	Super	104.27
<b>DD22868.15</b>	<b>07/06/2022</b>	<b>SunSuper Superannuation</b>	<b>Superannuation contributions</b>	<b>-852.64</b>
SUPER	07/06/2022	SunSuper Superannuation	Super	852.64
<b>DD22903.10</b>	<b>21/06/2022</b>	<b>HOSTPLUS</b>	<b>Superannuation contributions</b>	<b>-6039.16</b>
DEDUCTION	21/06/2022	HOSTPLUS	Payroll Deduction	1448.62
SUPER	21/06/2022	HOSTPLUS	Super	4590.54
<b>DD22903.11</b>	<b>21/06/2022</b>	<b>SuperWrap Personal Super</b>	<b>Superannuation contributions</b>	<b>-198.06</b>
SUPER	21/06/2022	SuperWrap Personal Super	Super	198.06
<b>DD22903.12</b>	<b>21/06/2022</b>	<b>MTAA SUPERANNUATION</b>	<b>Superannuation contributions</b>	<b>-97.31</b>
SUPER	21/06/2022	MTAA SUPERANNUATION	Super	97.31
<b>DD22903.13</b>	<b>21/06/2022</b>	<b>REST SUPERANNUATION</b>	<b>Superannuation contributions</b>	<b>-414.52</b>
SUPER	21/06/2022	REST SUPERANNUATION	Super	414.52
<b>DD22903.14</b>	<b>21/06/2022</b>	<b>IOOF Superannuation</b>	<b>Superannuation contributions</b>	<b>-197.54</b>
SUPER	21/06/2022	IOOF Superannuation	Super	197.54
<b>DD22903.15</b>	<b>21/06/2022</b>	<b>Panorama Super</b>	<b>Superannuation contributions</b>	<b>-78.20</b>
SUPER	21/06/2022	Panorama Super	Super	78.20
<b>DD22903.16</b>	<b>21/06/2022</b>	<b>Prime Super</b>	<b>Superannuation contributions</b>	<b>-1974.78</b>
SUPER	21/06/2022	Prime Super	Super	1974.78
<b>FEES</b>	<b>06/06/2022</b>	<b>WESTNET</b>	<b>Westnet</b>	<b>-725.79</b>
<b>FEES</b>	<b>15/06/2022</b>	<b>MESSAGE MEDIA</b>	<b>Sms Messages</b>	<b>-324.98</b>
<b>FEES</b>	<b>30/06/2022</b>	<b>NAB</b>	<b>MISCELLANEOUS BANK CHARGES</b>	<b>-656.26</b>
<b>FEES</b>	<b>30/06/2022</b>	<b>2022</b>	<b>Centrelink Charge :</b>	<b>-5.94</b>
<b>2416</b>	<b>09/06/2022</b>	<b>013B - PAYROLL CREDITORS MUN</b>	<b>PAYROLL CREDITORS MUN</b>	<b>-131389.34</b>
<b>2416</b>	<b>23/06/2022</b>	<b>013B - PAYROLL CREDITORS MUN</b>	<b>PAYROLL CREDITORS MUN</b>	<b>-140004.49</b>
<b>2416</b>	<b>27/06/2022</b>	<b>013B - PAYROLL CREDITORS MUN</b>	<b>PAYROLL CREDITORS MUN</b>	<b>-1200.75</b>
<b>2416</b>	<b>27/06/2022</b>	<b>013B - PAYROLL CREDITORS MUN</b>	<b>PAYROLL CREDITORS MUN</b>	<b>-234.88</b>

2416	01/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-1978.40
2416	02/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-259.75
2416	03/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-427.75
2416	07/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-1784.40
2416	08/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3440.90
2416	09/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3483.60
2416	10/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-1613.70
2416	13/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-2444.85
2416	14/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-6258.60
2416	15/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3291.35
2416	16/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-1197.05
2416	17/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-2323.70
2416	20/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-2013.70
2416	21/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-2659.20
2416	22/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-2982.35
2416	23/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-402.20
2416	24/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-627.65
2416	27/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-9537.05
2416	28/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-1908.45
2416	29/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-8361.80
2416	30/06/2022	Trans Lice - TRANSPORT LICENCING (DEC) MUN	TRANSPORT LICENCING (DEC) MUN	-3682.25

393,918.53

SUMMARY FOR JUNE 2022	
Cheque 14338 - 14341	14,838.77
EFT 30153 - 30404	1,371,387.80
Direct Debits	393,918.53
<b>Total</b>	<b>1,780,145.10</b>



## INFORMATION STATEMENT

2022/2023

Reviewed:  
21 October 2014  
18 August 2015  
19 July 2016  
25 July 2017  
24 July 2018  
23 July 2019  
27 July 2021



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## 1.0 Introduction

Section 96 (1) of the *Freedom of Information Act 1992* (Act) requires each government agency, including local governments, to prepare and publish annually an Information Statement.

The Information Statement must set out:

- The Agency's Mission Statement
- Details of legislation administered
- Details of the agency structure
- Details of decision-making functions
- Opportunities for public participation in the formulation of policy and performance of agency functions
- Documents held by the agency
- The operation of FOI in the agency

This document has been prepared for the Shire of Kojonup to satisfy Part 5 of the Act, and is correct as at July 2022. Copies of this document may be obtained from the Shire of Kojonup website at [www.kojonup.wa.gov.au](http://www.kojonup.wa.gov.au) or:

*The Chief Executive Officer  
Shire of Kojonup  
PO Box 163  
KOJONUP WA 6395*

Enquiries may be made by telephoning (08) 9831 2400 Monday to Friday from 8.30 a.m. to 4.30 p.m. or by e-mailing [council@kojonup.wa.gov.au](mailto:council@kojonup.wa.gov.au)

## 2.0 Vision

Kojonup is a smart region featuring a technologically advanced agricultural community, an educational and historical destination and a healthy and enviable lifestyle.

## 3.0 Details of Legislation Administered

The Shire of Kojonup is constituted as a Local Authority under the *Local Government Act 1995*. The general function of a local government is to provide for the good governance of people living and working within its district and includes legislative and executive powers and responsibilities.

Using its legislative powers, a local government may make local laws prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed for it to perform any of its functions under the *Local Government Act 1995*.

The Local Government's executive powers involve administering its local laws and doing other things that are necessary or convenient to be done for, or in connection with, performing its functions under the *Local Government Act 1995*, including the provisions of services and facilities.

The Shire of Kojonup is wholly or partly responsible for administering the following legislation and regulations:

- *Animal Welfare Act 2002*
- *Building Act 2011 and Regulations 2012*
- *Bush Fires Act 1954 and Regulations 1954*
- *Caravan Parks and Camping Grounds Act 1995 and Regulations 1997*
- *Cemeteries Act 1986*
- *Control of Vehicles (Off Road Areas) Act 1978 and Regulations 1979*
- *Dangerous Goods Safety Act 2004*
- *Disability Services Act 1993*
- *Dog Act 1976 and Regulations 2013*
- *Emergency Management Act 2005*
- *Environmental Protection (Noise) Regulations 1997*
- *Food Act 2008 and Regulations 2009*
- *Freedom of Information Act 1992 and Regulations 1993*
- *Hairdressing Establishment Regulations 1972*
- *Health (Air-Handling and Water Systems) Regulations 1994*
- *Health (Asbestos) Regulations 1992*
- *Health Act (Carbon Monoxide) Regulations 1975*
- *Health (Cloth Materials) Regulations 1985*
- *Health (Garden Soil) Regulations 1998*
- *Health Act (Laundries and Bathrooms) Regulations – Health (Miscellaneous Provisions) Act 1911*
- *Health (Pesticides) Regulations 2011*
- *Health (Public Buildings) Regulations 1992*
- *Health (Skin Penetration Procedure) Regulations 1998*
- *Health (Temporary Sanitary Conveniences) Regulations 1997*
- *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*
- *Heritage of Western Australia Act 1990*
- *Land Administration Act 1997*
- *Litter Act 1979*
- *Liquor Licensing Act 1988*
- *Local Government Act 1995*
- *Local Government (Functions & General) Regulations 1996*
- *Local Government (Administration) Regulations 1996*
- *Local Government (Financial Management) Regulations 1996*
- *Local Government (Audit) Regulations 1996*
- *Local Government (Uniform Local Provisions) Regulations 1996*
- *Local Government (Constitution) Regulations 1998*

- *Local Government (Elections) Regulations 1997*
- *Local Government (Miscellaneous Provisions) Act 1960*
- *Local Government Grants Act 1978*
- *Local Government (Rules of Conduct) Regulations 2007*
- *Main Roads Act 1930*
- *Parks and Reserves Act 1895*
- *Planning and Development Act 2005*
- *Rates and Charges (Rebates and Deferments) Act 1992*
- *Shire of Kojonup Town Planning Scheme No. 3*
- *Strata Titles Act 1985*
- *Valuation of Land Act 1978*
- *Waste Avoidance and Resource Recovery Act 2007*
- Any other Act becoming law or amended to require Local Government to wholly or partly be responsible for administering.

The Shire of Kojonup is wholly responsible for administering the following Shire of Kojonup Local Laws:

- Cemeteries Local Law 2020
- Health Local Laws 2000
- Local Government Property Local Law 2020
- Activities in Thoroughfares and Public Places and Trading Local Law 2020
- Local Government (Council Meetings) Local Law 2020
- Fencing Local Law 2020
- Repeal Local Law 2020
- Dogs Local Law 2020
- Parking Local Law 2022 (once gazetted)
- Cat Local Law 2022 (once gazetted)

## 4.0 Structure and Executive Functions of the Shire of Kojonup

### The Council

The Council is the primary decision making body. Decisions are made by:

- (i) Debate and voting on agenda items at the monthly Ordinary Council meeting. Members of the public are welcome at all Council Meetings which are routinely held the third Tuesday of each month commencing at 3:00pm, excluding January where no meeting will be held and December where the Council Meeting will be held on the second Tuesday as opposed to the third.
- (ii) Delegation of authority to the Chief Executive Officer to implement powers under the legislative Acts previously listed or on specific issues as determined by Council. These delegations are listed in detail in the Delegations Register, which is available for inspection by members of the public upon request.
- (iii) Adoption of formal policies to provide specific guidelines and directions.

### Councillors

The elected representatives of the Shire of Kojonup as of July 2022 are:

President	Cr Ned Radford	(term expires 2025)
Deputy President	Cr Paul Webb	(term expires 2025)
Councillors	Cr Kevin Gale	(term expires 2023)
	Cr Parminder Singh	(term expires 2023)
	Cr Cindy Wieringa	(term expires 2023)
	Cr Felicity Webb	(term expires 2023)
	Cr Roger Bilney	(term expires 2025)
	Cr Alan Egerton-Warburton	(term expires 2025)

The next ordinary election will be held on 21 October 2023.

### Role of the Council

- (i) directs and controls the Local Government's affairs;
- (ii) is responsible for the performance of the Local Government's functions;
- (iii) is to oversee the allocation of the Local Government's finances and resources;
- (iv) is to determine the Local Government's policies.

### Role of the Shire President

- (i) preside at meetings in accordance with the *Local Government Act 1995*;
- (ii) provide leadership and guidance to the community in the district;
- (iii) speak on behalf of the local government;
- (iv) liaise with the Chief Executive Officer on the local government's affairs and the performance of its functions.

## Role of Councillors

- (i) represent the interests of electors, ratepayers and residents of the district;
- (ii) provide leadership and guidance to the community in the district;
- (iii) facilitate communication between the community and the Council;
- (iv) participate in the Local Government's decision-making processes at Council and Committee Meetings.

## Committees of Council

Committees of Council have advisory functions and roles only. There are no delegations of authority recorded for any committee.

Councillors are nominated as delegates or members on various internal and external committees:

- Audit and Risk Committee
- Kojonup Natural Resource Management (NRM) Advisory Committee
- 
- Disability Access and Inclusion Committee Bush Fire Advisory Committee
- 
- Kojonup Spring Advisory Committee
  
- Great Southern Zone of WA Local Government Association
- Southern Link VROC (Voluntary Regional Organisation of Councils)
- Great Southern Joint Development Assessment Panel
- Great Southern Regional Road Group
- Great Southern Recreation Advisory Group
- Great Southern Treasures
- Kojonup Homes for the Aged Committee
- Kojonup Historical Society
- Kodja Place Community Fund Inc

## Chief Executive Officer

The Council of the Shire of Kojonup is the overall decision-making body. The Council employs a **Chief Executive Officer** who is charged with the responsibility of putting into effect the decisions of the Council.

Assignment of the roles and responsibilities within the Shire management structure are outlined below:

**OFFICE OF THE CEO**

Strategic Planning	Information Management
Governance & Financial Management	Council Liaison & Support
Executive Management	Visitor Information
The Kodja Place Precinct	Tourism & Promotion
Risk Management	

**CORPORATE & COMMUNITY SERVICES**

Financial Management	Library
Administration Support	Community Buildings
IT Systems & Support	Council Minutes & Agendas
Rates	Audit Liaison
Vehicle Licensing	Asset Management
Community Development	Sporting Facilities
Public Halls	
Swimming Pool	

**WORKS & SERVICES**

Road Construction	Road Maintenance
Bridge Maintenance	Plant & Equipment
Parks & Gardens	Airport
Footpaths	Cemetery Maintenance
Private Works	Cleaning

**REGULATORY SERVICES**

Environmental Health	Bushfire Support
Waste	Emergency Management
Ranger Services	Building Maintenance
Occupational Safety & Health	Swimming Pool
Planning & Building	Saleyards

**ACCOMMODATION AND SERVICES FOR THE AGED**

Springhaven Aged Care Hostel	Loton Close Units
Jean Sullivan Units	

**Executive Management**

The Shire of Kojonup's Senior Management Team consists of:

Chief Executive Officer	Grant Thompson
Manager Corporate & Community Services	Vacant
Manager Works & Services	Craig McVee
Manager Springhaven	Ciara O'Regan
Manager Regulatory Services	Robert Jehu



### **Delegations**

The Chief Executive Officer and other officers have delegated authority from Council to make decisions on a number of specified administrative and policy matters. These delegations are listed in the Delegation Register and are reviewed annually by Council.

The *Local Government Act 1995* and associated Regulations require Council to:

- determine policies to be applied by Council in exercising its discretionary powers;
- determine the type, range and scope of projects to be undertaken by Council; and
- develop comprehensive management plans, budgets, financial controls and performance objectives and indicators for the operations of Council.

## **5.0 Public Participation**

Members of the public have a number of opportunities to put forward their views on particular issues before the Council.

These include:

### **Public Question Time**

Members of the public are able to ask questions (preferably in writing) on any matter affecting the Shire in the time set aside for this purpose at meetings of the Council and Committees open to the public, at the commencement of the meeting.

### **Deputations**

Requests for deputations must be made to the Chairperson/Presiding Member of the meeting or Chief Executive Officer at least 30 minutes prior to the meeting.

### **Petitions**

Written petitions to be presented to the Council must be addressed to the Shire President or Chief Executive Officer and received by hand at the Shire of Kojonup administration office or mail via the Shire of Kojonup nominated postal address, or by email addressed to [council@kojonup.wa.gov.au](mailto:council@kojonup.wa.gov.au).

### **Written Requests**

A member of the public can write to the Council on any policy, activity or service of the Council. Requests should be addressed to the Chief Executive Officer or may be on the nominated service request or complaint forms.

### **Elected Members**

Members of the public can contact the elected members of the Council to discuss any issue relevant to the Council.

### **Community Consultation**

The Shire consults with its residents on particular issues that affect their district by way of advertising in the local papers, calling public meetings, and seeking responses to various proposals, and surveying the community. In addition, the Shire uses Facebook, its website, E-News and other media, to provide information and seek feedback on a variety of topics.

In situations where property owners may be directly affected by a decision they are contacted directly.

## **6.0 Documents Held by the Shire**

The Shire of Kojonup holds a large number and variety of documents. The majority of these are held in hard copy. Documents are retained for periods of time in accordance with the General Disposal Authority for Local Government Records.

Documents to which the public have free access include:

- Agendas and Minutes of Council and Committee meetings
- Annual Report
- Annual Budget
- Town Planning Scheme
- Policy Manual Delegations
- Code of Conduct
- Community Strategic Plan
- Corporate Business Plan
- Long Term Financial Plan
- Asset Management Plan
- Workforce & Diversity Plan
- Local Laws
- Development proposals which have been advertised for public comment
- Rates records
- Electoral roll Tender
- Register
- Schedule of Fees and Charges
- Disability Access & Inclusion Plan
- Recordkeeping Plan

These documents are available to view free of charge by request at the Shire Administration Office in their current form' however, there will be a cost applied should you require any or all of the document to be printed or copied. The cost is not to exceed the amount needed to produce the copy as requested. Some documents can also be viewed at the Kojonup Library or on the Shire's website [www.kojonup.wa.gov.au](http://www.kojonup.wa.gov.au).

Where appropriate other information requests are dealt with informally to provide prompt and efficient service. These include:

#### Functional Files

Functional files contain records relating to the functions and administration of the Shire. Requests to view information contained in these files will be considered on an individual basis as they may contain personal or privileged documents.

#### Rates Books

The Shire has rates books dating back to the early 1900s.

#### Minutes

The Shire has minute books dating back to the 1960s until the present.

#### Building Applications

The Shire has building applications dating back to the 1960s.

#### Reports

The Shire produces reports according to statutory requirements (e.g. Annual Report, Annual Budget and Strategic Community Plan) and from time to time produces or commissions reports on specific projects.

#### Municipal Heritage Inventory

The Shire maintains a Municipal Heritage Inventory of all buildings within the Shire boundary that are, or may become, of cultural heritage significance to the community. The Municipal Heritage Inventory was updated in 2017.

### **Retention and Disposal of Council Records**

Retention and Disposal of the Shire of Kojonup records is in accordance with the *State Records Act 2000*, DA 2015-001/1 *General Disposal Authority for Local Government Records* and Shire of Kojonup Recordkeeping Plan RKP2021041.

### **Available via *Freedom of Information Act 1992 (Act)***

While the Council endeavors to respond to information requests informally, Freedom of Information legislation may be used to request access to information not available by any other means.

The Council is to administer the *Act* in a way that:

- Assists the public to obtain access to documents;
- Allows access to documents to be obtained promptly and at the lowest reasonable costs; and
- Assists the public to ensure that personal information contained in documents is accurate, complete, up-to-date and is not misleading.

While the *Act* provides for general right of access to documents, it also recognises that some documents require protection – these exemptions are listed in Schedule 1 of the *Act* and include:

- Personal information;
- Information concerning trade secrets;

- Other commercially valuable information; or
- Any other information concerning the business, professional, commercial or financial affairs of a third party who is not the applicant.

## 7.0 Freedom of Information (FOI) Procedures, Contacts and Access Arrangements

It is the aim of the Shire to make information available promptly and at the least possible cost. Wherever possible, documents and information will be provided outside the FOI process.

If information is not routinely available, the *Freedom of Information Act 1992* provides the right to apply for documents held by the Shire and to enable the public to ensure that personal information in documents is accurate, complete, up-to-date, and not misleading.

### 7.1 Freedom of Information Applications

Access applications have to be:

- In writing;
- Give sufficient information so that the documents requested can be identified;
- Give an Australian address to which notices can be sent; and
- Be lodged at the Shire with the appropriate application fee payable.

Applications and enquiries of Kojonup should be addressed to:

FOI Co-ordinator  
Shire of Kojonup  
PO Box 163  
KOJONUP WA 6395

Or

Telephone: (08) 9831 2400

Applications will be acknowledged in writing and applicants are notified of the decision within forty-five (45) days.

No specific application form is required and any written request that contains the information required, detailed above, will be considered.

## 7.2 Freedom of Information Fees and Charges

A scale of fees and charges is set under the regulations of the *Freedom of Information Act 1992*. Apart from the application fee for non-personal information, all charges are discretionary. A 25% concession may be applied where applicants can demonstrate that they are financially disadvantaged.

GST is not applied under Division 81 of the *Goods and Services Tax Act 1999*. The fees and charges are as follows:

### 1. Type of Fee

Application fee under section 12(1) (e) of the Act (for an application for non-personal information)	\$30.00
---	---------

### 2. Type of Charge

a) Charge for time taken by staff dealing with the application (per hour or pro rata for part thereof)	\$30.00
b) Charge for access time supervised by staff (per hour, or pro rata for part thereof), plus the actual additional cost to the agency of any special arrangements (e.g.; hire of facilities or equipment)	\$30.00
c) Charges for photocopying:	
i. Per hour, or pro rata for part thereof, staff time;	\$30.00
ii. Per copy	\$ 0.20
d) Charge for time taken by staff transcribing information from a tape or other device (per hour, or pro rata for part thereof)	\$30.00
e) Charge for duplicating a tape, film or computer information	Actual Cost
f) Charge for delivery, packaging and postage	Actual Cost

### **Advance Deposits**

An advance deposit of 25% of the estimated charges may be requested at the discretion of the FOI Co-ordinator.

Further interim payments may be required to meet the charges for dealing with the application.

### **Access Arrangements**

Access to documents can be granted by way of inspection, a copy of a document, a copy of a video or audio tape, or computer disk, or a transcript of a recorded, shorthand or encoded document from which words can be reproduced.

### **Notice of Decision**

As soon as possible but in any case within forty-five days, applicants are provided with a notice of decision, which will include details such as:

- The date the decision was made;
- The name and the designation of the officer who made the decision;
- If the document is an exempt document, the reasons for classifying the matter exempt, or the fact that access is given to an edited document; and
- Information on the right to review and the procedures to be followed to exercise those rights.

### **Refusal of Access**

Applicants who are dissatisfied with a decision of the Shire are entitled to apply for an **internal review** by the Shire; an application should be made in writing within thirty days of receiving the notice of decision.

Applicants are to be notified of the outcome of the review within fifteen days.

If applicants disagree with the result, they can then apply to the Information Commissioner for an **external review**. Details are advised to appellants when the internal review decision is issued.

### **Freedom of Information Procedures for the Amendment of Personal Information**

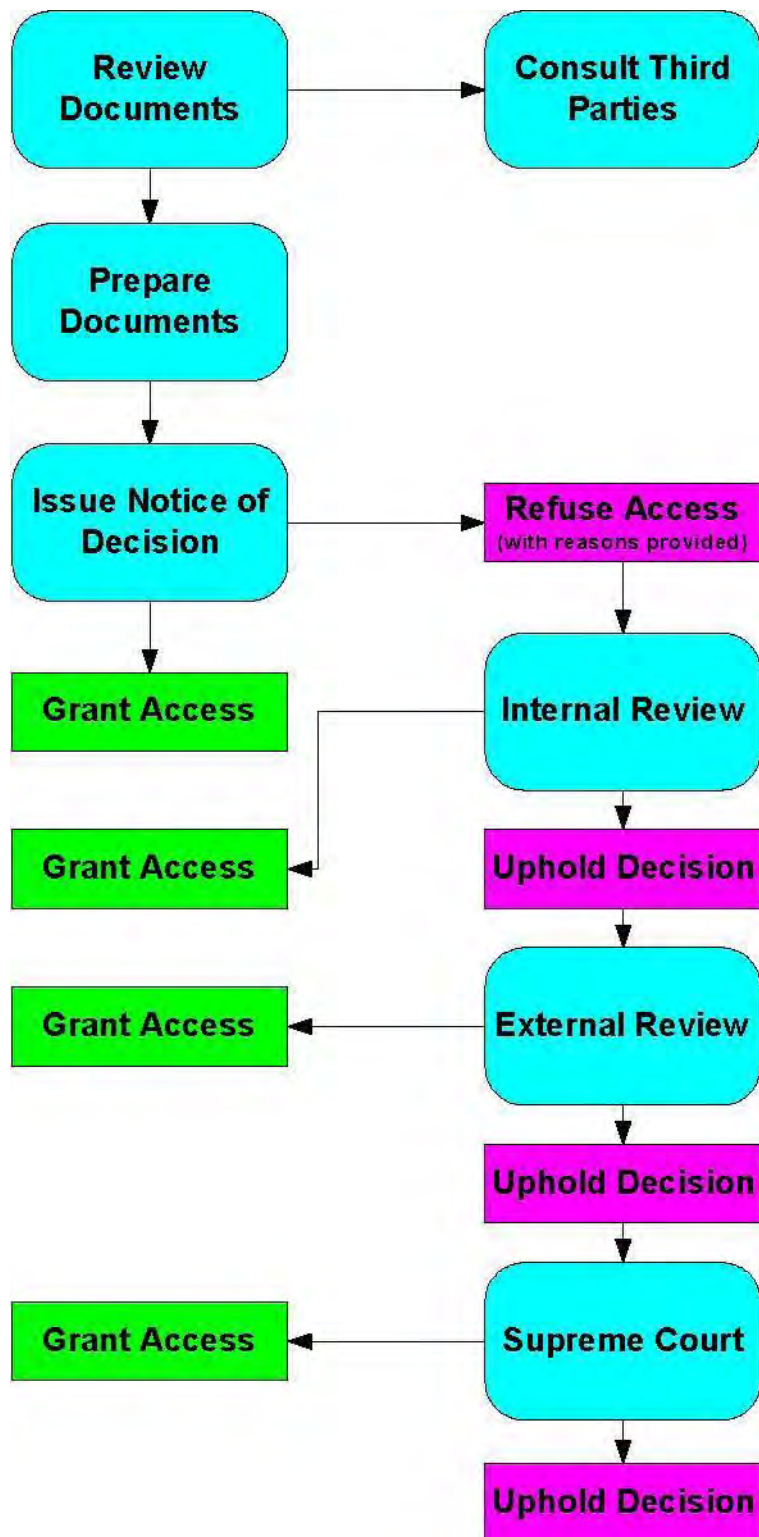
Records of a personal nature held by the Shire of Kojonup are staff employee records, financial interest disclosures by elected members, and Springhaven Medical Records.

Any person concerned that any records maintained by the Shire may contain personal information about himself or herself that may require amendment can write or contact: -

FOI Co-ordinator  
Shire of Kojonup  
PO Box 163  
KOJONUP WA 6395

**Grant Thompson**  
**CHIEF EXECUTIVE OFFICER**

Attachment 1. The FOI Process Flow chart



### 3.3 COUNCILLOR INDUCTION & TRAINING

<b>Adopted or Reviewed by Council:</b>	17/11/15 17/11/20	<b>Council Minute Reference:</b>	183/15 156/20
<b>Reviewer:</b>	Chief Executive Officer		
<b>Local Law:</b>			
<b>Procedure:</b>	Councillor Induction Manual		
<b>Delegation:</b>			

#### OBJECTIVE

To ensure that elected Council members have sufficient opportunity to be conversant with their legal responsibilities and local government practices and procedures, by putting forward a training schedule each year.

#### POLICY

##### Induction

All elected Council members shall, following their swearing in, be given an induction session by the CEO to acquaint themselves with the operations of the Shire of Kojonup and local government in general.

##### Training

Elected Council members are required to complete the following training:

1. Understanding Local Government;
2. Conflicts of Interest;
3. Serving on Council;
4. Meeting Procedures;
5. Understanding Financial Reports and Budgeting; and
6. CEO Performance Appraisal

Attendance is encouraged at seminars, workshops or conferences that are applicable to local government and which will also provide improved knowledge, business practices and procedures for the benefit of the Shire of Kojonup.

##### Local Government Week

All Councillors are encouraged to attend Local Government Week. The Shire President and Deputy Shire President are the Council's nominated delegates to attend the conference and vote on motions on the Council's behalf. Council shall be required to authorise attendance by any other Councillor wishing to attend.





# *Embracing* Change

## Information Brochure

2022 WA Local Government  
Convention and Trade Exhibition

**Sunday, 2 to Tuesday, 4 October 2022**

**Crown Perth**  
Great Eastern Hwy, Burswood

PRESENTED BY



PARTNERED SERVICE



# An Invitation

## President Cr Karen Chappel

I am pleased to invite you to the 2022 WA Local Government Convention being held at Crown Perth from Sunday, 2 to Tuesday, 4 October.

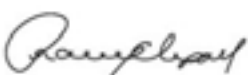
With increasing community expectations of Local Governments legislative reform, and a rapidly changing economic, social and political environment, Local Governments must find new ways of serving and engaging with their communities. Agility, ingenuity, innovation and boldness will be required. Themed ***Embracing Change***, the 2022 Convention will explore changes to the Local Government landscape over the coming years and how the sector can come together to inform, guide and embrace change.

Several prominent names join us on the program, including our Opening Keynote Speaker, Rio Tinto Iron Ore CEO Simon Trott; 2019 Australian of the Year, Dr Craig Challen SC OAM; former Australian Test Cricketer Justin Langer AM; and social commentator, Bernard Salt AM. The concurrent sessions are planned to challenge the status quo and stimulate thinking around contemporary and sometimes controversial topics, while the overarching conference format will provide everyone the opportunity to gain insight into the opportunities for Local Government through robust discussion and sharing of knowledge.

A significant contingent of industry suppliers will make up the trade exhibition to demonstrate their latest offerings to the Local Government sector. I encourage you to take this once-a-year opportunity to meet with these suppliers and be updated on what is currently available.

Finally, I would like to express my appreciation for the valuable support provided by our Partnered Service, LGIS, and Principal Sponsor, Civic Legal. I also wish to thank our Supporting Sponsors: Synergy and SilverfernIT.

I look forward to welcoming Elected Members, CEOs and Local Government staff to this event. See you in October.



**Cr Karen Chappel JP**  
President





# Why should I attend?

The WA Local Government Convention is presented for those engaged in the Local Government sector.

- **Be Inspired** - explore new ideas and approaches with renowned thought leaders
- **Make Connections** - form new relationships and strengthen existing ones with colleagues and exhibitors
- **Enriched Development** - invest in your own growth, your Local Government career and your community
- **Gain Insight** - discover the latest trends and innovations from over 80 exhibitors, providing products and services to the Local Government sector

# Keynote Speakers



## **SIMON TROTT**

### **Opening Keynote Speaker**

Chief Executive Officer, Iron Ore, Rio Tinto

Simon has been with Rio Tinto for over 20 years and has held a variety of operating, commercial and business development roles across a number of commodities.

Prior to becoming chief executive of Iron Ore, Simon was Rio Tinto's chief commercial officer from 2018 to 2021. He has also served as managing director of the salt, uranium and borates division, overseeing operations in Australia, Namibia and the United States.

Simon knows Western Australia well and has a deep understanding of the iron ore business and customers globally. He is focused on transforming Rio Tinto Iron Ore's safe operational performance and empowering people while building the business we need for the future.

## Keynote Speakers

### BERNARD SALT AM

Futurist, columnist, speaker, business advisor and media commentator

Bernard Salt is widely regarded as one of Australia's leading social commentators. He heads The Demographics Group which provides advice on demographic, consumer and social trends for business. Prior to that Bernard founded KPMG Demographics.

He writes two weekly columns for The Australian newspaper and was an Adjunct Professor at Curtin University Business School between 2010 and 2020. In conjunction with KPMG Australia, he hosted a top-rated podcast called "What Happens Next" discussing rising trends and important business issues.

Bernard is well known to the wider community for his penchant for identifying and tagging new tribes and social behaviours such as the 'Seachange Shift', the 'Man Drought', 'PUMCINS' (pronounced pumpkins) and the 'Goats Cheese Curtain'. He is perhaps best known for popularising the phrase "smashed avocado" globally.

Bernard was awarded the Member of the Order of Australia (AM) in the 2017 Australia Day honours.



### DR CRAIG CHALLEN SC, OAM Closing Keynote Speaker

*2019 Joint Australian of the Year, Thai Cave rescuer*

Dr Challen is regarded as one of the best technical divers in the world. It was due to his prominent reputation that Craig and his dive buddy Dr Richard Harris were called to assist in the rescue of a young football team and their coach from the Tham Luang Cave in Thailand, in a case that had the whole world on tenterhooks.

In a delicate two-week operation, it took extraordinary courage, determination and technical skills to successfully complete the harrowing rescue of the 12 boys and their coach from a mile and a half underground and underwater. Craig shares how he and

Richard Harris came together with one common goal in mind and how teamwork, leadership and determination won the day. Craig will include some amazing vision in his presentation and inside information on the rescue, which is not generally common knowledge.

*Dr Craig Challen appears by arrangement with Cheri Gardiner & Associates*



### **JUSTIN LANGER AM** Convention Breakfast (Cost to attend - \$95)

Justin Langer is regarded as one of Australia's greatest top order batsmen.

Originally playing at number three, he moved to opener in 2001 and played 105 test matches scoring 7,696 runs including 23 test centuries. Few have worn the baggy green with greater pride.

In July 2009, whilst playing county cricket in the UK, Justin surpassed Sir Donald Bradman as the most prolific batsman in Australian cricket with a total of 28,068 first class runs. After retiring from his playing career Justin started his coaching career. In November 2009, he was appointed Batting-Mentoring coach of the Australian Test cricket team and in May 2011 was appointed Assistant Coach. In November 2012, Justin achieved a long-held dream when he was appointed Coach of Western Australian cricket (Western Warriors and Perth Scorchers).

After six very successful years as Coach of Western Australia, Justin was offered the highest position in Australian cricket in May

2018 as the Coach of the Australian cricket team. After four years in that all-encompassing role, Justin resigned to spend more time with his family and friends. Leading into that decision, the Australian men's team had won the T20 World Cup for the first time, the Ashes and were ranked the number one team in international cricket. At the same time, Justin was entered in the Australian Cricket Hall of Fame and was awarded Wisden Coach of the Year.

Justin is patron of Solaris Care, Children's Leukaemia & Cancer Research Foundation, Kyle Andrews Foundation and an ambassador for The Fathering Project, the Ear Science Institute Australia, the Bravery Trust and Ovarian Cancer Australia. He was named as a Member of the Order of Australia (AM) for his services to Australian cricket and the community in 2008 Queen's Birthday Honours List.

*Justin Langer appears by arrangement with Cheri Gardiner & Associates*



# The Program

## Sunday, 2 October

2.30pm – 6.00pm	Convention Service Desk Open
<b>5.00pm – 6.30pm</b>	<b>Welcome Drinks</b> An evening of food, beverages and networking

## Monday, 3 October

7.00am	Convention Service Desk open for Convention Registration
<b>9.00am – 1.00pm</b>	<b>WALGA Annual General Meeting</b> Includes recognition of Honours Award recipients
1.00pm – 2.00pm	Lunch
<b>2.00pm – 3.00pm</b>	<b>Opening Keynote Speaker</b> Simon Trott, Chief Executive Officer, Rio Tinto Iron Ore
3.00pm – 3.40pm	Afternoon Tea
<b>3.40pm – 5.00pm</b>	<b>Local Government into the Future</b> Bernard Salt AM, futurist, columnist, speaker, business adviser and media commentator
<b>6.30pm – 10.00pm</b>	<b>Cocktail Gala, Optus Stadium (\$125)</b> Enjoy food, drinks, dancing and the stunning view

## Tuesday, 4 October

6.30am	Convention Service Desk open
<b>7.30am – 8.50am</b>	<b>Convention Breakfast (\$95)</b> Justin Langer AM
<b>9.00am</b>	<b>The State of Play</b> Panel Discussion with Federal Members of Parliament
10.30am – 11.15am	Morning Tea

## Tuesday, 4 October (continued)

11.15am	<b>Leading the Way for Climate Resilient Regions</b>
12.45pm – 1.30pm	Lunch
1.30pm	<b>CONCURRENT SESSIONS</b>
	<b>Future of Local Government Workforce</b> Delve into current and emerging trends in the future of work and what this means for WA Local Governments. This session will explore issues such as our future skills needs, the impact of technology and labour force inclusion. It will also provide early insights into new research about the current workforce capability of WA Local Governments in Western Australia.
	<b>Tourism into the Future</b> Tourism industry experts will examine some of the trends that will define the future of tourism in WA and explore how Local Governments can position themselves to partner in supporting economic development for their local communities through tourism.
	<b>Building Control: Red Tape or Community Service?</b> <b>The future of Local Government Building Services</b> The community's confidence in the quality of new buildings is at an all-time low. This session will hear from leading industry speakers on solutions to this issue, and what Local Government's role is in addressing it.
	<b>Holistic Wellbeing Measures: A Tool For Better Planning and More Engaged Citizens</b> WALGA has signed an MOU to support the Western Australian Development Index (WADI) project, which aims to establish a state-wide wellbeing metrics framework into WA. This session will explore the purpose of wellbeing measures with reference to specific examples of wellbeing measurement by Local Governments.
3.00pm - 3.45pm	Afternoon Tea
3.45pm	<b>Closing Speaker</b> Dr Craig Challen SC, OAM
4.45pm	Official Close of the 2022 Local Government Convention



## Additional Events

### Sunday, 2 October

<b>3.00pm – 5.00pm</b>	<b>Mayors' and Presidents' Forum</b> Separate registration – by invitation only
------------------------	--

### Monday, 3 October

<b>7.00am – 8.30am</b>	<b>ALGWA (WA) Breakfast</b> Register online via Delegate Registration. Other enquiries to Cr Chontelle Stone, President, ALGWA(WA) - 0411 612 382 or algwawa@outlook.com
<b>7.30am – 8.45am</b>	<b>Heads of Agency Breakfast</b> This breakfast is for Mayors, Presidents and CEOs only and invitations will be sent directly. <a href="#">CLICK HERE</a> for more information.

### Wednesday, 5 October

<b>9.30am – 4.00pm</b>	<b>2022 WALGA Aboriginal Engagement and Reconciliation Forum</b> Separate registration – <a href="#">CLICK HERE</a> for more information
------------------------	---

## Optional Activities for Partners

The Partner Program offers an interesting range of options for accompanying guests. Social networking functions include the Welcome Drinks on Sunday evening and the Cocktail Gala on Monday evening. See [page 11](#) for more information.

## Elected Member Training

WALGA Training has scheduled a selection of its Elected Member training opportunities prior and post-Convention.

- **Thursday, 29 September** [Emergency Management for Local Government](#)
- **Friday, 30 September** [Community Disaster Recovery for Local Government](#)
- **Thursday, 6 October** [Emergency Management for Local Government Leaders](#)
- **Monday, 10 October** [Strategic Policy Development](#)

More information on WALGA Training opportunities can be found in the [WALGA Training Directory](#) on [WALGA's Training Website](#).

# General Information

## ONLINE CONVENTION REGISTRATIONS

Visit [www.walga.asn.au/lgc22](http://www.walga.asn.au/lgc22) to complete your registration online

Full Delegate fees cover the daily conference program, lunches, refreshments, and the Welcome Drinks on Sunday, 2 October.

The Convention Cocktail Gala on Monday evening and Convention Breakfast on Tuesday morning are optional, and a ticket fee applies.

## CONVENTION FEES

Prices are per person and are all inclusive of GST.

Deadline for all Registrations is  
**Wednesday, 14 September 2022.**

## CONVENTION REGISTRATION

Full Delegate .....	\$1,200
WALGA Life Members .....	Complimentary
Monday Day Delegate .....	\$600
Tuesday Day Delegate .....	\$900
Corporate .....	\$1,500

## OPTIONAL EXTRAS

ALGWA AGM and Breakfast (Monday) .....	\$80
Cocktail Gala at Optus Stadium (Monday) .....	\$125
Convention Breakfast with Justin Langer (Tuesday) .....	\$95

## PARTNERS/GUESTS

Welcome Drinks (Sunday) .....	\$85
Lunch (Monday) .....	\$45
Lunch (Tuesday) .....	\$55
Partner Tours .....	Individual tour fees as listed

*Please contact WALGA for more information should your partner like to attend a particular conference session.*

## CHANGES TO YOUR REGISTRATION

You can modify your online booking at any time before the close of registrations. Once you have completed your registration, an email with your confirmation number will be emailed to you. Click on the link and enter your confirmation number to make any changes or additions to your reservation.

**Registration cancellations** must be advised in **writing** prior to the deadline date of **Wednesday, 14 September**. Thereafter full fees are payable. Alternatively, a registration may be transferred to another member of the Council.

## SPECIAL REQUIREMENTS

Special dietary requirements, mobility and any other special needs should be indicated when registering – WALGA will use its best endeavours to meet these requests.

## ACCOMMODATION

Hotel information is available under the **Venue tab** at [www.walga.asn.au/lgc22](http://www.walga.asn.au/lgc22). To assist with your accommodation arrangements, group conference rates have been provided by the three Crown Hotels. Council representatives are not obliged to stay at these hotels and may wish to check the government rates at any of the Perth CBD and surrounding areas accommodation options.

## CROWN PERTH PARKING

There is a range of free, paid, undercover and open car parks at Crown Perth; including over 3,000 free parking bays available across the property plus 50 accessible ACROD parking bays.

To view the Crown Perth Parking Map, please [CLICK HERE](#).

Access to Crown Perth is also available via train (Armadale & Thornlie Lines), bus (Great Eastern Highway) and taxi/ride share.



## ENQUIRIES

**Ulla Prill**  
Event Manager

T 08 9213 2043

E [registration@walga.asn.au](mailto:registration@walga.asn.au)

# Optional Partner Activities

## SUNDAY, 2 OCTOBER

**1.45pm – 5.00pm**

HALO at Optus Stadium

Experience HALO. Safe yet exhilarating, after completing 78 steps up to the roof you'll be rewarded with unique views of the Perth skyline and the stadium below.

Be entertained by the Tour Leaders with stories and information about Optus Stadium and the surrounding skyline, as you enjoy unrivalled views of the stadium below. You'll learn about the stadium's construction, state of the art facilities, and get behind-the-scenes info on how the Stadium can service up to 60,000 fans on a game day.

*Please note:* We recommend comfortable walking shoes for this tour

*Includes:* Guide, 2-hr Halo Tour, branded cap, digital images taken on the day

**\$115 (minimum 11 – maximum 23)**

**5.00pm – 6.30pm**

Welcome Drinks  
(at Crown Perth)

**\$85**

## MONDAY, 3 OCTOBER

**10.15am – 1.00pm**

Matagarup Bridge Climb & Zip

This is no ordinary walk up a bridge – this is a true climb. You will be required to climb, shimmy and slide past the bridge beams to reach the SkyView – an open-air viewing platform 72 metres above the river then zip back to home base travelling at up to 75km/hr. Lunch and drinks will follow.

*Please note:* Active wear type clothes and sandals are required on this tour.

Registration is required for all activities – prices include GST.  
Please contact WALGA for more information should your partner be interested in attending a particular conference session.

*Includes:* Guide, Climb & Zip adventure, photos, lunch and drinks

**\$250 (minimum 10 – maximum 20)**

**1.45pm – 4.00pm**

Shaken Not Stirred – The Sequel

Following the success of last year's cocktail making course, we are back with two new cocktails to add to your repertoire for your next party!

*Includes:* Guide, 2 teachers, cocktail making class and cocktail food

**\$90 (minimum 15 – maximum 25)**

**6.30pm – 10.30pm**

Convention Cocktail Gala at Optus Stadium

**\$125 for all guests**

## TUESDAY, 4 OCTOBER

**6.30am – 7.30am**

Rise and Shine, it's Fitness Time!

Start your day on the right foot and come get your dopamine kick! It's better than a coffee! Enjoy a good sweat overlooking the sunrise of the Perth hills. Boxing, Weights, Cardio. You'll do it all in the fresh air of the outdoors. Do your mind and body a favour and don't miss out!

*Includes:* Guide, equipment and fitness instructor

**\$40 (minimum 15 – maximum 25)**

**7.30am – 8.45am**

Breakfast with Justin Langer

**\$95**

# Event Partners



## PARTNERED SERVICE

LGIS is proud to partner with WALGA at the WA Local Government Convention. We understand the importance of this major annual event and the exceptional opportunities it delivers for the WA Local Government sector.

LGIS is focused on the long term protection of Western Australian Local Government through a member-owned industry based mutual indemnity scheme. A comprehensive risk management support program is provided as a complimentary benefit of LGIS membership in the areas of professional risks, liability risks, property risks, occupational safety and health, human resource risks, and allied health services.

The local LGIS team look forward to meeting Local Government representatives at the conference to talk about how we might be able to support the Sector in delivering services and protecting communities, with a range of protection and risk management solutions.



CIVIC LEGAL

## PRINCIPAL SPONSOR

Hello everyone!

Civic Legal is proud to be the principal sponsor once again of the WA Local Government Convention – Embracing Change.

We look forward to connecting with our clients and friends in Local Governments from all over the State this year, 2022.

We know that the issues facing Local Governments have become more complex in recent times. Responding to COVID-19 restrictions has added to that. We have been helping with legal advice that caters for both compliance and strategy during this challenging era.

Civic Legal has its roots in Local Government. Our specialist team is passionate about working out the best and most practical solutions for Local Governments. We can guide you through the complexities hidden in contracts, leases, employment matters, town planning and the Local Government Act.

Enjoy the conference and drop by our booth to say hello.

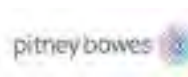
## Supporting Sponsors



## Coffee Cart Sponsor



## Convention Breakfast Sponsor



## Convention App Sponsor





# *Embracing* Change

PRESENTED BY



WALGA

ONE70 LV1, 170 Railway Parade, West Leederville WA 6007

P (08) 9213 2000 | E [info@walga.asn.au](mailto:info@walga.asn.au)

[www.walga.asn.au](http://www.walga.asn.au)

# SHIRE OF KOJONUP



## Audit & Risk Committee Minutes

12 July 2022

## TERMS OF REFERENCE

### AUDIT & RISK COMMITTEE

#### Function:

This Committee is responsible for assisting Council in recommending appropriate actions to Council with regards to audit, risk and governance management to ensure accountability to the community in its responsibilities.

#### Duties and Responsibilities:

- Receive and review the biannual reports from the Chief Executive Officer (CEO) regarding the appropriateness and effectiveness of the Shire's risk management, internal controls and legislative compliance and make recommendations to Council;
- Recommend and review the Shire's Risk Appetite Statement in order to set the Risk Tolerance of the Council;
- Monitor and receive reports concerning the development, implementation and on-going management of the Shire's Risk Management Plan and the effectiveness of its Risk Management Framework;
- Provide advice and assistance to Council as to the carrying out of its functions in relation to audits and recommend;
  - a) a list of those matters to be audited; and
  - b) the scope of the audit to be undertaken;
- Meet with the auditor yearly and provide a report to Council on the matters discussed and the outcome of the discussions;
- Liaise with the (CEO) to ensure that the Shire does everything in its power to:
  - a) assist the auditor to conduct the audit and carry out his or her other duties under the *Local Government Act 1995*; and
  - b) ensure that audits are conducted successfully and expeditiously;
- Examine the reports of the auditor after receiving a report from the CEO on the matters and:
  - a) determine if any matters raised require action to be taken by the Shire; and
  - b) ensure that appropriate action is taken in respect of those matters;
  - c) Review the report prepared by the CEO in respect of any matters raised in the report of the auditor and present the report to Council for adoption prior to the end of the next financial year or six months after the last report prepared by the auditor is received, whichever is the latest;
- Review the scope of the Audit Plan and its effectiveness;
- Consider and recommend adoption of the Annual Financial Report to the Council;
- Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference;
- Seek information or obtain expert advice through the CEO on matters of concern within the scope of the Committee's terms of reference following authorisation from the Council; and
- Review the annual Statutory Compliance Return and make a recommendation on its adoption to Council.

#### Membership

Four (4) Councillors; and

Two (2) Community Members.

**MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING**  
**HELD ON 12 JULY 2022**

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MINUTES

**1 DECLARATION OF OPENING**

The Chairman, Cr Gale, declared the meeting open 9:06 am and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

**2 ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE**

**MEMBERS**

Cr Kevin Gale	Member
Cr Alan Egerton-Warburton	Member
Cr Roger Bilney	Member
Cr Paul Webb	Member
Roger House	Community Member

**STAFF (OBSERVERS)**

Grant Thompson	Chief Executive Officer
Heather Marland	Senior Finance Officer
Judy Stewart	Senior Administration Officer

**SENIOR MANAGEMENT TEAM VISITOR**

Nil

**APOLOGIES**

James Hope	Community Member
------------	------------------

**3 PUBLIC QUESTION TIME**

Nil

**4 SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

**5 CONFIRMATION OF MINUTES**

**5.1 AUDIT AND RISK COMMITTEE MEETING HELD 15 MARCH 2022 ([Attachment 5.1](#))**

**OFFICER RECOMMENDATION/COMMITTEE DECISION**

Moved Cr Bilney, Seconded Cr Egerton-Warburton

That the minutes of the Audit & Risk Committee Meeting held on 15 March 2022 be confirmed as a true and accurate record.

Carried 5/0

**6     DECLARATIONS OF INTEREST**

Nil

**7     SENIOR MANAGEMENT TEAM DISCUSSION**

In accordance with the Financial Management Review adopted in February 2019, one senior manager will attend the Audit & Risk Committee on a rotational basis to discuss the following:

- Update on Manager's areas of responsibility and current projects/issues;
- Questions on Notice from the Audit Committee;
- Management's own recommendations for improvement in key areas.

No Senior Manager available for this meeting.

Cr Gale queried when the Manager of Corporate and Community Services will be advertised, the CEO advised that the position will not be advertised in the short term. A review of the position and structure is being undertaken with the intent of reviewing the functions of the MCCS role. The priority in the short term is to find a replacement for the Senior Finance Officer who has signaled their intention to retire at the end of the year.

**8     COMMITTEE TIMETABLE**

As a guide and subject to availability, each Audit & Risk Committee agenda will contain the following (**list to be expanded at the suggestion of members**):

**1st Quarter (January – March)**

- Committee Status Report
- Compliance Audit Return
- Summary of Risk Management
- Volunteer Management
- Leave Provision Adequacy

**2nd Quarter (April – June)**

- Committee Status Report
- Summary of Risk Management
- Fees & Charges Review
- Business Continuity Plan Review
- Shire President's Vehicle Log Book

**3<sup>rd</sup> Quarter (July – September)**

- Committee Status Report
- Interim Audit Report
- Summary of Risk Management
- Insurance Overview

**4<sup>th</sup> Quarter (October – December)**

- Committee Status Report
- Audit Report & Management Letter
- Annual Financial Report

- Annual Report
- Financial Management Review (each 3 years – 2021, 2024...)
- Risk, Legal Compliance & Internal Controls review (each 3 years – 2021, 2024...)
- Summary of Risk Management

**OFFICER COMMENT**

The above list will remain at the commencement of each Committee agenda to act as a timetable and enable members to add to the items to be considered.

9 COMMITTEE STATUS REPORT

Date	Item Number & Title	Issue	Response	Status
Nil				

## **10 SUMMARY OF RISK MANAGEMENT**

### **10.1 RISK MANAGEMENT UPDATE**

Please refer to the following attachments:

- 10.1.1 Risk Dashboard Report – July 2022
- 10.1.2 Risk Actions Report – July 2022

### **10.2 WORK HEALTH AND SAFETY (WHS)**

The new *Work Health and Safety Act 2020* and accompanying regulations came into effect in March 2022.

### **10.3 COVID-19 WORKING GROUP**

The COVID-19 Working Group (Group) held its last scheduled meeting on 2 June 2022 and will now meet on an ad hoc basis if the need arises.

Whilst vaccination requirements have ceased for the majority of the Shire's workforce, mandatory vaccination is still required for team members working at or visiting Springhaven.

The Springhaven Outbreak Management Plan (Plan) was put into practice when a number of staff and three residents were afflicted with the virus. The Plan involved closing one wing off from the rest of the facility and moving Covid-19-positive residents into that wing to be cared for. A number of staff moved to 12 hour shifts to cover gaps in the roster, with many working overtime. Springhaven management has received commendation from the Department of Health on the way the Springhaven virus outbreak was handled and its spread limited. Only 3 residents were infected and all recovered well with the help of antiviral medication. At the height of the outbreak, 8 Springhaven team members were absent as a result of external contact with the virus, which from a team of 23 (at the time) was quite significant. Toward the end of the outbreak the Australian Defence Force attended with a group of 7 and assisted with all aspects of providing aged care services, from personal care to activities. They travelled to Springhaven daily from Collie, where they were accommodated, and assisted for 7 days.

The remainder of the Shire's workforce has been impacted by the spread of COVID-19 in much the same manner as other businesses with a number of staff having caught the virus or having been a close contact of someone with the virus and thus being required to isolate. Risk mitigation measures included team members working from home (if close contacts), changes to physical placement within work areas to enable social distancing where possible, and people covering similar roles working from different sites in an effort to mitigate the risk of the similar roles being affected by the virus at the same time and potentially impacting service provision.

## 11 **OFFICER REPORTS**

### 11.1 ANNUAL FINANCIAL REPORT 2020/2021 & GENERAL MEETING OF ELECTORS

<b>AUTHOR</b>	Heather Marland – Senior Finance Officer
<b>DATE</b>	Tuesday, 28 June 2022
<b>FILE NO</b>	FM.AUD.2 & FM.FNR.1
<b>ATTACHMENT(S)</b>	11.1.1 - Annual Financial Report 2020/2021 11.1.2 - Auditor's Management Letter

STRATEGIC/CORPORATE IMPLICATIONS		
“Smart Possibilities – Kojonup 2027+”		“Smart Implementation – Kojonup 2021 +”
Key Pillar	Community Outcomes	Corporate Actions
KP – 3 Performance	3.4 – Be organised and transparent with our financial management.	3.4.1 - Increase regularity of readable financial reporting to the community. 3.4.2 – Act with sound long-term and transparent financial management and deliver residents considered value for money.

#### DECLARATION OF INTEREST

Nil

#### SUMMARY

The purpose of this report is to consider the 2020/2021 Annual Financial Report, incorporating the Audit Report and make recommendation to the Council.

#### BACKGROUND

Each local government is to prepare an annual report for each financial year. The report is a record of the Shire's activities for the financial year and is an integral part of the accountability principles established for local governments in WA.

#### COMMENT

The Audit Report and Annual Financial Report both form part of the Annual Report which will be considered by the Council at its 26 July 2022 Ordinary Meeting. The Auditor's Management Letter is provided as additional information to the Committee and Council for transparency and full disclosure.

The Annual Electors Meeting must be held within 56 days of accepting the Annual Financial Report, with appropriate time being allowed after adoption to give notice of the meeting, say 14 days. This effectively means that the Annual Electors Meeting needs to be held between 10 August 2022 and 21 September 2022. In previous years, the Annual Electors Meeting has been held in the evening following the Council Ordinary Meeting, so it is therefore recommended that the meeting be held on Tuesday, 16 August 2022. It is also proposed to hold the meeting at the Sporting Complex.

The Annual Electors Meeting will be publicised in the Great Southern Herald, on the Shire website and Shire Facebook page as soon as possible after the date is set, and in the next available Kojonup News and Shire E-News.

Significant Matters Raised:

Contained within the 2020/2021 Audit Report was a matter identified as significant by the Auditor. These matters raised by the Auditor were as follows:

**The Asset Renewal Funding Ratio was not reported.**

The Asset Renewal Funding Ratio for the year ended 30 June 2021 has not been included in the financial report as required by regulation 50(1)(c) of the Local Government (Financial Management) Regulations 1996.

It is recommended that the Shire updates the Asset Management Plan and Long Term Financial Plan as soon as possible in order that the asset funding ratio can be calculated based on verifiable information and reasonable assumptions and included in the financial report.

**CONSULTATION**

Auditors – Lincolns Accountants Albany  
The Office of the Auditor General  
Manager Corporate and Community Services

**STATUTORY REQUIREMENTS**

Section 5.26 to 5.33; 5.53 & 5.54 of the *Local Government Act 1995*  
Regulation 50(1) (c) of the *Local Government (Financial Management) Regulations 1996*  
Section 4 of the *Local Government (COVID-19 Response) Order 2020*

**POLICY IMPLICATIONS**

There are no policy implications for this report.

**FINANCIAL IMPLICATIONS**

This item reports on the financial position of the Shire as at 30 June 2021. The recommendation does not in itself have a financial implication.

**RISK MANAGEMENT IMPLICATIONS**

There are no risk management implications for this report.

**ASSET MANAGEMENT IMPLICATIONS**

There are no asset management implications for this report.

**SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple Majority

## OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr Egerton-Warburton, seconded Cr Bilney

That it be recommended to the Council that:

1. a. The 2020/2021 Annual Financial Report be adopted; and  
b. The Chief Executive Officer be requested to forward a copy of this Committee and the Council agenda items to the Minister for Local Government and place them on the Shire website in accordance with Section 7.12A (Duties of local government with respect to audits) of the *Local Government Act 1995*;
2. The information contained within this report relating to the Asset Renewal Funding Ratio be received; and
3. The matters raised in the Auditor's Management Letter be noted and included in the Committee Status Report of future Audit and Risk Committee agendas.

Carried 5/0

## 12 OTHER ITEMS FOR DISCUSSION OR FURTHER RESEARCH AS RAISED BY MEMBERS

### 12.1 FINANCIAL MANAGEMENT REVIEW

At the 2 November 2021 Audit and Risk Committee meeting, the then Manager of Corporate and Community Services sought the input of the committee whether to outsource the review or conduct it internally.

The CEO advised the committee at their 12 July 2022 meeting that the Financial Management Review though due in 2021/2022 had yet to be completed and if the committee agreed, the review will be performed in house. The FMR is to be completed in house prior to November 2022.

### 12.2 OFFICE OF THE AUDITOR GENERAL (OAG) REPORTS

The following report may be of interest to the Committee:

- Audit Results Report – Annual 2020-2021 Financial Audits of Local Government Entities;
- Information Systems Audit Report 2021 – State Government Entities;
- Western Australian Public Sector Financial Statements – Better Practice Guide;
- Local Government General Computer Controls; and
- Regulation and Support of the Local Government Sector.

These and other reports by the OAG can be found at <https://audit.wa.gov.au/reports-and-publications/reports/>

### 12.3 Cr Gale recommended that a Fuel Storage Audit be conducted regarding the capacity of diesel storage and how many days usage the Shire would have when the tanks are at full capacity.

Committee directed the CEO to undertake an internal review and present back to the Committee prior to any motions or actions being tabled.



**13     NEXT MEETING**

The next meeting of the Audit and Risk Committee will be held Tuesday, 1 November 2022.

**14     CLOSURE**

There being no further business to discuss, the Chairman, Cr Gale, thanked members for their attendance and declared the meeting closed at 10:40 am.

**15 ATTACHMENTS (SEPARATE)**

Item 5	5.1	Audit & Risk Committee Minutes 15 March 2022
Item 10.1	10.1.1	Risk Dashboard Report – July 2022
	10.1.2	Risk Actions Report – July 2022
Item 11.1	11.1.1	Annual Financial Report 2020/2021
	11.1.2	Auditor’s Management Letter



**SHIRE OF KOJONUP**

**ANNUAL REPORT**

**2020/2021**





## **VISION**

Kojonup is a **smart** region featuring a technologically advanced **agricultural** community, an educational and historical **destination** and a healthy and enviable **lifestyle**.

## **OUR GUIDING VALUES**

### **Integrity**

We will act in an honest, professional and accountable manner that maintains the community trust.

### **Care and Respect for People**

We will treat people with respect in all of our interactions. We are committed to the safety and wellbeing of our community and employees and will show care and empathy when addressing issues.

### **Responsible**

We are mindful of our role as custodian of the community's assets, and will make decisions in a responsible manner. We will consider value for money in decision making and ensure that our operations and systems promote efficiency and good governance.

### **Open and Reliable**

We will carry out our business in a transparent and approachable way, respecting diverse views and valuing the input and contributions from the community. We will act consistently and communicate clearly.

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## Statistically in 2020/2021, the Shire has:

<p>Conducted 11 Council Meetings</p> 	<p>Conducted 22 Briefing Sessions</p> 	<p>Conducted 0 Special Council Meetings</p> 	<p>Obtained \$6,523,031 in Grant Revenue &amp; Contributions</p> 
<p>Received 14,402 visitors to the Kojonup Visitors Centre</p> 	<p>Issued 29 building related approvals at a value of \$3.378 million</p> 	<p>Supported 2 Subdivision Applications.</p> 	<p>Issued 13 Development Approvals for Projects</p> 
<p>187 Travel groups camped at the designated camp ground</p> 	<p>Progressed 1 road widening program for 2.58km totalling \$175,150.00</p> 	<p>Resealed 7.55km of bitumen totalling \$237,846.00</p> 	<p>Conducted 27.66km of tree pruning and mulching on rural roads</p> 
<p>Re-sheeted 0km of gravel roads totalling \$Nil</p> 	<p>11,703 people attended the K.O'H.M swimming pool with 225 season tickets</p> 	<p>An Area of 2,937km<sup>2</sup></p> 	<p>A population count of 1901 in the 2021 Census</p> 



## Strategic Direction

### Community Strategic Plan

10 years



Vision

Strategic Directions

Outcomes,  
Strategies, Targets

### Corporate Business Plan

4 years



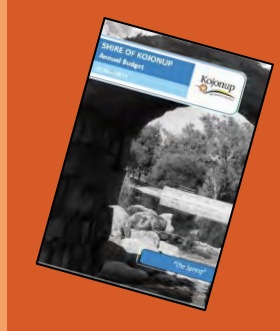
Major Projects

Programs & Services

Corporate Indicators

### Annual Budget

1 year



Annual Projects,  
Programs & Services

Annual Budget

Revenue Details

### Resourcing Strategy – 10 Years

The Resourcing Strategy is used to test and inform the long-term aspirations of the Community Strategic Plan and to guide the deliverables which can be achieved in the Corporate Plan and Annual Budget.

Long Term Financial Plan



Asset Management Plan  
(e.g.: Building Assessment Framework)



Workforce Plan



Risk Management Plan



Business Continuity Plan



Project Concept Plans  
(e.g.: Main Street Master Plan)



## A Word from the Shire President



We once again find ourselves playing catch up football when it comes to the Auditing process and timeliness of publishing the Annual results. This report should have been finalised at the end of last year and the Electors Meeting held well in advance of now allowing Council to provide timely feedback to you, the community. As it is now, the Council is reporting on performance that is more than 12 - 24 months old.

Understanding this constraint, resulting from the legislated Audit process, it is important we all reflect on the good things your Council achieved during this reporting period. Kojonup continued its infrastructure growth path in 2020/21 namely:

The Council achieved the following through the 2020/21 financial year:

1. The Council accepted the tender offer for a total of \$595,172 (including GST) for the subdivision works at Katanning Road. This was a significant undertaking.
2. The Council adopted the “Kojonup Sporting Precinct Play Space Plan” for the construction of the Kojonup Sports Playground and Outdoor Gym.
3. The offer of a donated Tritium 50kW Veefill station from Synergy including installation of the unit was developed.
4. Springhaven Carpark and surrounds commenced construction.
5. Engaged an independent consultant to review the Shire’s needs for Emergency Services Communication.
6. Memorial Hall re-roof and brick restoration, re-ceiling and painting commenced.
7. A Shire of Kojonup Trails Master Plan was accepted.
8. The Netball Courts preliminary planning commenced.
9. Works & Services completed their annual Road Program. This is aligned to the 10 Year road maintenance plan including:
  - Drainage Renewal, and
  - Culvert Replacement.
10. The \$10M Building Better Regions Fund and \$2.6M Regional Aged Accommodation Program is the largest housing initiative ever undertaken by the Shire of Kojonup surpassing the 6 Loton Close Units and Chief Executive Officer house built in 2017. Tenders for 4 Executive Houses/Units, 3 Government employee houses and 3 Independent Living Units commenced and was mostly complete prior to 30 June 2021.
11. The commencement of building 26 Katanning Road and 28 Katanning Road, as a part of the above for both Key Workers at the Shire and for Government Regional Officer Housing (GROH).
12. Funding from a grant for sustainable water management:
  - a. Apex Park creek realignment and parking was completed.
  - b. Blackwood Road Dam and solar pump system.
  - c. Wool wagon and RV zone reticulation system.
  - d. Netball Court water tanks.
  - e. New water tank on Katanning Road standpipe



Looking to the future, the Council remains committed to listening to the Community and realising future benefits from the following:

1. Spring Plan.
2. Youth Precinct.
3. Streetscape Plan.
4. Recommendations in the Kodja Place Master Plan.

Council must always be financially prudent and maintain its assets: past, present and future. It must consider the balance between debt funding and the community needs. We will continue wherever possible to leverage funds from other sources in order to progress projects, recognising that we do have a debt ceiling.

Thank you, to all the Councillors, for support in implementing the deliverables contained within the Corporate Strategic Plan in the 2020/21 financial year. To the team, contractors, and professional consultants a huge thank you for your collective efforts.

To our residents, thank you for your patience during Covid and the construction periods.

On a finishing note the future of Local Government may be subject to change in the coming years with local government reform on the Agenda. It is ultimately Council's objective to continue to serve residents, businesses, and visitors effectively and efficiently despite all the adversity we face as a community.

I sincerely thank everyone who has volunteered their time to clubs, organisations, public events, emergency services, as together we achieve so much more than would otherwise be possible for our community.

Cr. Ned Radford  
***Shire President***

## Your Council as elected 19 October 2019 and CEO



Front row: Cr Cindy Wieringa, Cr Sandra Pedler, Cr Ronnie Fleay, Cr Felicity Webb  
Back row: Cr Kevin Gale, Deputy President Cr Ned Radford, Shire President John Benn, then CEO Rick Mitchell-Collins and Cr Parminder Singh

## Your Shire President and Deputy Shire President



**Shire President  
John Benn**  
2017 – 2021

Delegate on the following Committees:

- Bushfire Advisory Committee
- Storyplace/Gallery Workgroup
- Kojonup Spring Advisory Committee
- Great Southern Zone of WALGA
- Southern Link VROC



**Deputy Shire President  
Ned Radford**  
2017 – 2021

Delegate on the following Committees:

- Natural Resource Management Advisory Committee
- Bushfire Advisory Committee
- Storyplace/Gallery Workgroup
- Great Southern Regional Road Group

## Your Council



**Cr Ronnie Fleay**  
2017 – 2021

Delegate on the following Committees:

- Disability Access and Inclusion Committee
- Sporting Precinct Advisory Committee
- Kojonup Spring Advisory Committee
- Great Southern Zone of WALGA
- Southern Link VROC
- Great Southern Joint Development Assessment Panel
- Great Southern Regional Recreation Advisory Committee
- Great Southern Treasures



**Cr Sandra Pedler**  
2017 – 2021

Delegate on the following Committees:

- Disability Access and Inclusion Committee
- Sporting Precinct Advisory Committee
- Kojonup Spring Advisory Committee
- Kojonup Homes for the Aged
- Kojonup Historical Society



**Cr Felicity Webb**  
2019 – 2023

Delegate on the following Committees:

- Audit and Risk Committee



**Cr Parminder Singh**  
2019 – 2023

Delegate on the following Committees:

- Audit and Risk Committee
- Natural Resource management Advisory Committee
- Great Southern Joint Development Assessment Panel



**Cr Kevin Gale**  
2019 - 2023

Delegate on the following Committees:

- Audit and Risk Committee



**Cr Cindy Wieringa**  
2019 – 2023

Delegate on the following Committees:

- Audit and Risk Committee.

## Councillor Attendance at Meetings in 2020/2021

CR BENN	CR FLEAY	CR RAFORD	CR S PEDLER	CR WEBB	CR WIERINGA	CR SINGH	CR GALE
Ordinary Council							
11	10	11	10	10	11	10	11
Special Council - Nil							
Audit and Risk Committee							
				2	2	2	2
Natural Resource and Management Advisory Committee							
1		2					
Bush Fire Advisory Committee							
3		2					
Annual Electors Meeting							
1		1	1	1	1	1	1

## Chief Executive Officer's Report



The 2020/21 audited financial report demonstrates the capacity of Kojonup to grow. However, the financials don't tell the whole story. Business units such as Kodja Place and Springhaven return a greater Community Return on Capital than featured in the financial numbers.

Community Return on Capital can be defined as a measure of success for all projects and assets the Shire effectively invests in that does not necessarily create a financial return, but adds to the wellbeing and growth of the community as whole, thus creating intangible value that the Community can benefit from. It is measured in terms of the direct/indirect community benefits derived from projects, commencing from early childhood and continuing through to our elderly residents.

The requirement to focus on operating a 22 bed Aged Care facility, 365 days 24/7, undertake material road maintenance and other infrastructure and property management, ensure licensing and compliance to regulations for essential services is how the Shire creates value for the community.

An example of an intangible impact is how accounting standards treat depreciation in the financial reports. The increasing level of depreciation in these, and subsequent reports, reflects the phase of asset building that has taken place in Kojonup. Asset build and renewal is a good thing for the community.

Depreciation does not affect the Shire's cashflow as such; however, it does not represent value within different operating units in their respective Surplus/Deficit operating statements, such as Springhaven and Kodja Place. Something to consider, from the community perspective when reading these reports, is that depreciation makes the deficit of each business unit look worse than what it actually is when you measure it against Community Return on Capital.

Everyone I speak to in the community has only good things to say about Springhaven and taking care of the older generation in our community. This creates value in everyone's mind whether it is a cost or not to the Shire.

Another example is Kodja Place fast becoming the cultural centre of the Great Southern for showcasing and developing Noongar culture. This is a step in the right direction to appreciate the importance of recognising and working with the Keneang Noongar people in Kojonup.

As the Chief Executive Officer I want to acknowledge and appreciate the Kojonup Aboriginal Corporation and Individuals from the Noongar community who have done a great deal of work to bring Kodja Place and the community together. This Community Return on Capital is immeasurable at this stage of our cultural journey.

The next phase for the Shire will be one of consolidation and system improvement. The Community Strategic Plan "SMART Possibilities", with 5 Key Pillars being PLACE, CONNECTED, PERFORMANCE, PROSPERITY and DIGITAL, requires a significant review that will commence in

July 2022. We are required to undertake a major review of our Community Strategic Plan which will involve community consultation.

The Corporate Business Plan – “SMART Implementation” has come to the end of its four year period in 2021 and, through Community consultation, the Shire will focus on a new operational plan reflecting what the Shire can realistically achieve over the next four years. Growth, sustainability and debt management will underlay this new plan.

During this 2020/21 reporting period Kojonup was managing the COVID-19 outbreak. Much of the planning that was undertaken in this time served us well through the subsequent year when the Pandemic presented itself in Kojonup. Thank you to all the Team Members who went above and beyond to keep Kojonup safe and to keep services continuing through this difficult period.

The economic environment post-COVID-19 now means the Shire must consider inflationary pressures, increases in the cost of borrowing future money and general cost increase pressures. Looking forward, the Shire will undertake analysis on ‘self-funding’ and sustainable expenditure, the allocation of overheads and depreciation impact on the relevant areas of the organisation and the overall wellbeing of the Community. With Federal and State governments incurring higher debt levels, it is likely that grants may be less available to fund major infrastructure projects, as we have been accustomed to over the past five years.

As a result Council has recognised that:

- Change is now a constant and must be managed to our benefit;
- Continuing engagement with the Community is essential to our success; and
- Sustainability and self-funding needs to be a key focus as our rate base in relative terms only derives half of our required annual revenue.

The Shire of Kojonup is a great community and a great place to live that continues to demonstrate its resilience again and again. The renewed focus will ensure the Shire builds stronger and closer relationships with the Community, meaning that you will have a shared understanding of the challenges and opportunities that present themselves to the Shire.

I would like to acknowledge the great team at the Shire and to all and sundry who have attended Council meetings, Forums, Briefing Sessions, Advisory meetings, Work Shops, lodged submissions, made suggestions or requests, thank you for taking the time to give us your feedback and take an interest in the present and future direction of the Shire of Kojonup.

I look forward to continuing the excellent work in the year ahead.

Grant Thompson  
***Chief Executive Officer***

## Senior Management Team

### Grant Thompson

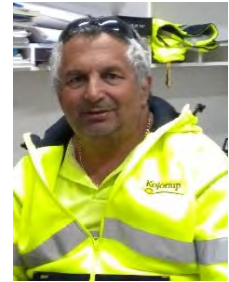
*Chief Executive Officer*



- Strategic Planning
- Organisational performance
- Medical/Health Services
- Environment/NRM/ Sports Precinct

### Craig McVee

*Manager Works & Services*



- Roads/Verges
- Parks/Gardens/ Reserves
- Plant/Equipment
- Signage
- Drainage
- Cultural Officer

### Anthony Middleton

*Manager Corporate and Community Services*



- Financial Management
- Information Technology
- Asset and Risk Management
- Integrated Planning and Reporting
- Governance, Policies and Delegations

### Ciara O'Regan

*Manager Springhaven*



- Management of day to day operation of Springhaven Frail Aged Lodge and Aged Care Service provision

### Robert Jehu

*Manager Regulatory Services*



- Environmental Health
- Waste Management
- Building Maintenance
- Occupational Safety and Health
- Project Management
- Emergency Services

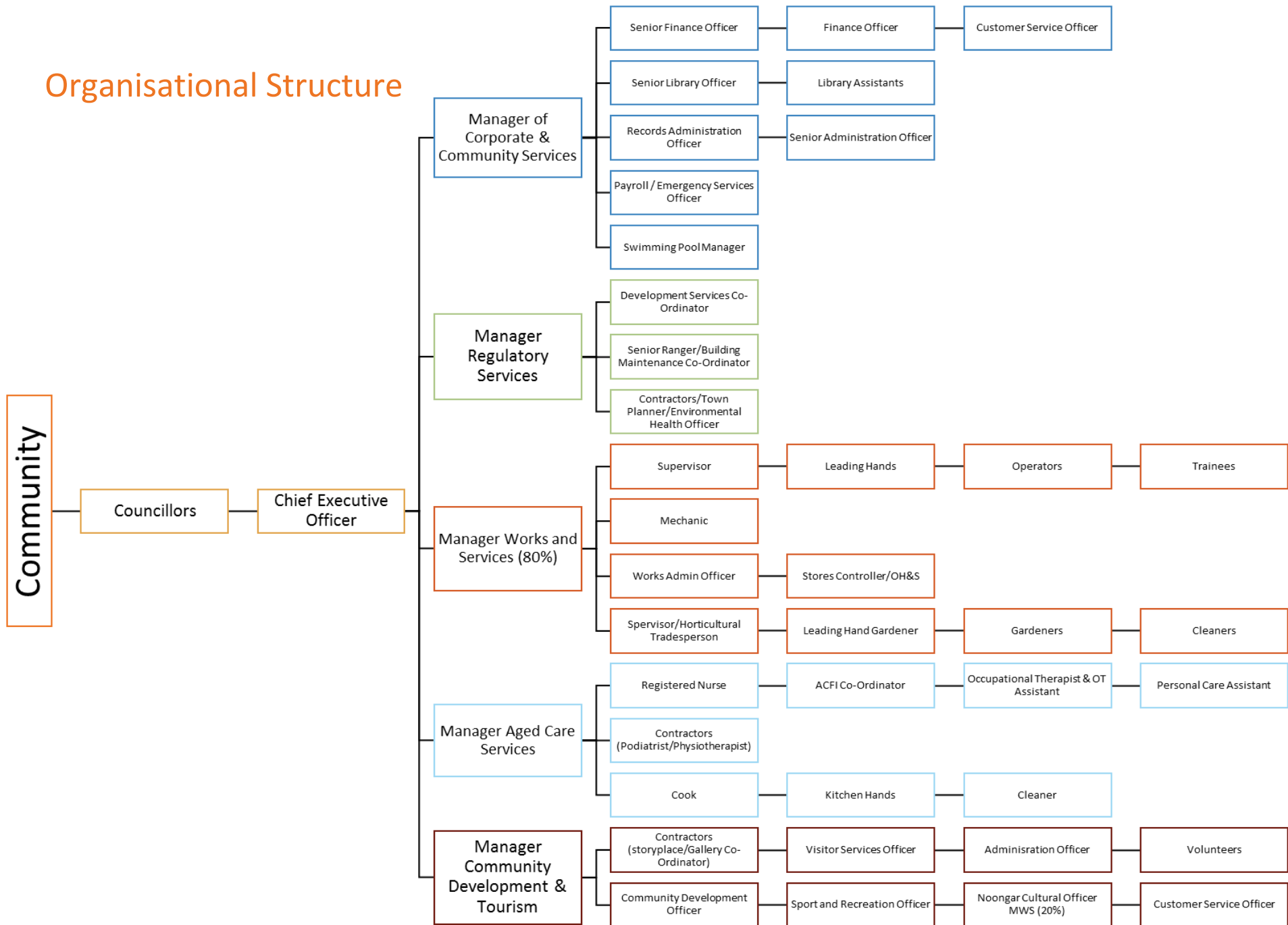
### Vacant

*Manager Community Development & Tourism*

- Management of The Kodja Place Precinct
- Tourism
- Marketing
- Promotion
- Community Development
- Area Promotion



# Organisational Structure





## Changes to Our Team

The Shire thanks the following staff, who departed from the Shire of Kojonup team during the 2020/2021 financial year, for their contribution:

Employee Name	Given Names	Date Commenced	Job Title
Farmer	Robyn	13/01/2002	Carer
Cowie	Rebecca	03/08/2013	Library Assistant
Gardner	Shaydn	15/12/2014	Water Aerobic Instructor
Hira	Latasah	25/10/2016	Horticulture
Davis	Breanna	11/10/2016	Carer
Richardson-Bunbury	Gavin	02/10/2017	Swimming Pool Manager
Benn	Sydnee	05/12/2018	Lifeguard
Hart	Nina	01/12/2018	Admin Assistant
Costello	Laurette	21/12/2018	Customer Service Officer
De Guzman	Cherry	03/09/2019	Carer
Collins	Adele	12/10/2019	Customer Service
Stewart	Judy	13/11/2019	VROC Officer
Hawkins	Anna	25/05/2020	Cook
Hope	Anne	08/06/2020	Carer
Batista	Kelsey	23/11/2020	Life Guard
Cowie	Norman	30/01/2001	Garden Crew
Stevens	Jody	11/09/2008	Coordinator/Carer
Cowie	Robert	05/03/2013	Payroll & Emergency Management Officer
Dennis	Michelle	07/04/2014	Environmental Health Officer
Riley	Neil	15/11/2017	Traffic Control
Trenfield	Patricia	25/01/2018	Carer
Rurii	Peter	02/09/2019	Registered Nurse
Venn	Elaine	10/09/2019	Community Development Officer
Kaur	Harjit	30/10/2019	Carer
Hunter	Jordan	01/02/2020	Play Cafe Officer
Miniter	Nakeesha	27/05/2020	Carer
Nenben	Cherylee	05/08/2020	Kitchenhand

We would also like to welcome to our team, the following new employees:

Employee Name	Given Names	Date Commenced	Job Title
Rose	Elizabeth	17/07/2020	Early Years Co-Ordinator
Cox	Katina	27/07/2020	Noongar Trainee
Garcia	Leah	08/08/2020	Relief Cleaner
Clark	Jenette	31/08/2020	Records/Administration Officer
Cron	Joan	20/08/2020	Carer
Bell	Caitlyn	01/09/2020	Carer
Schinzig	Alice	22/07/2020	Early Years Assistant
Arnold	Robert	27/10/2020	Traffic Controller/General Hand
Alizer	Gerald	03/11/2020	Traffic Controller/General Hand
Batista	Kelsey	23/11/2020	Casual Life Guard
Viloria	Marilou	03/11/2020	Casual Cleaner
Farr	Natalia	08/12/2020	Kitchen Hand/Cleaner
Michael	Pauline	11/12/2020	Cleaner
Zangmo	Tandin	04/03/2021	Registered Nurse
Mariano	Jennifer	08/03/2021	Carer
Blackman	Teagan	23/03/2021	Junior Registered Nurse
Pearce	Tonya	19/04/2021	Customer Services Officer
Sawyer	Annette	17/03/2021	Early Years Co-Ordinator
Scarfone	Adele	21/04/2021	NRM/Landcare Officer
Jehu	Robert	10/05/2021	Manager Regulatory Services
Levis	Daniel	11/05/2021	Customer Service Officer

## Plan for the Future

In accordance with local government integrated planning requirements, on 25 July 2017 the Shire of Kojonup adopted a new Strategic Community Plan, titled *Smart Possibilities*, which sets the strategic direction for the organisation for the next ten (10) years and beyond. It is the community's plan and is based primarily on the feedback obtained through surveys, workshops and interactive voting sessions.

The updated Corporate Business Plan entitled, "*SMART Implementation*" was adopted by Council on 16 June 2020 and sets the direction and priorities for Kojonup until 2024 and beyond. *SMART Implementation* is the first step towards achieving the community aspirations and sets out the key actions for the first four years against five (5) Key Pillars.

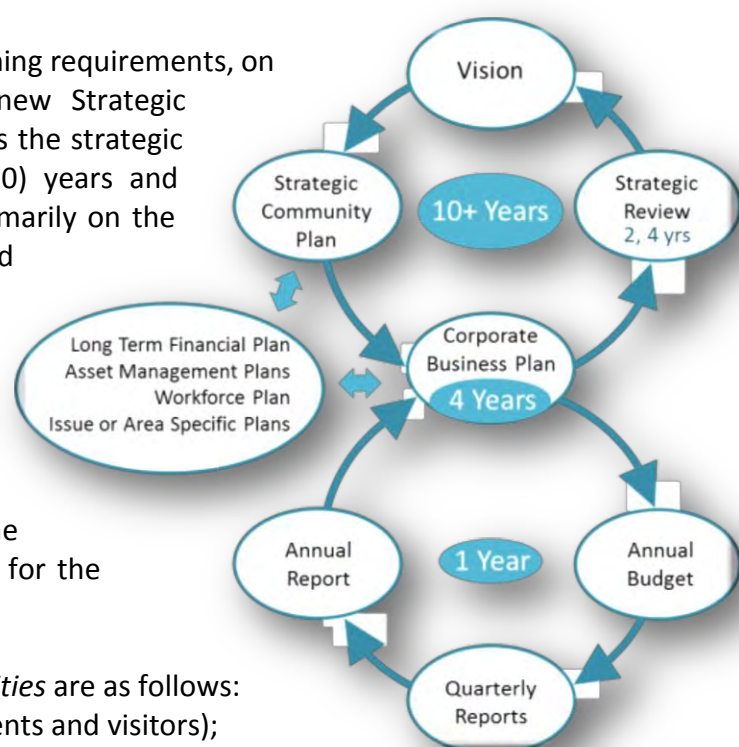
The five (5) 'key pillars' established in *SMART Possibilities* are as follows:




1. **Place** (Kojonup celebrates its diversity for residents and visitors);
2. **Connected** (Kojonup advances through connections, partnerships and alliances);
3. **Performance** (Kojonup's people show commitment to strategy and operational excellence)
4. **Prosperity** (Kojonup invests in its own prosperity and drives economic growth); and
5. **Digital** (Kojonup is ambitious with technology, data and analytics).

Smart Implementation represents a significant improvement on previous plans and is increasing in importance as a vital document. This plan is now equal in importance to the Annual Budget and *SMART Possibilities* and requires regular reference on a day-to-day basis by both staff and elected members.

The community's aspirations in each theme are described, followed by a commitment from the Shire of Kojonup to work towards realising these aspirations. Each commitment by the Shire includes an implementation timeframe that relates to the Shire's four year corporate business planning cycle.

The following commentary outlines actions taken or about to be commenced for each objective within our SMART Implementation. The plan is divided into 'Outcomes' under which 'Objectives' are listed and then 'Actions'. The 'Action' headings have been colour coded to indicate the progress made on achieving this action.












  	The 'Action' has been COMPLETED
	The 'Action' is currently still IN PROGRESS
	The 'Action' has NOT COMMENCED

## Key Pillar 1 – Place

*Kojonup celebrates its diversity for residents and visitors.*

*During the stakeholder engagement phase of 2017 our community members raised issues regarding balancing resourcing and investment in arts, culture, environment, tourism, sporting clubs, non-sports based fun and recreation, education, indoor activities, and activities to celebrate the diversity of our people.*

### 1.1 – Have maximised our ‘One Community’ program through specific events, celebration of built form and enhancement of our environment.

Ref	Corporate Actions	Status
1.1.1	Develop and grow an annual calendar of events where community and visitors celebrate diversity, history, and place.	
1.1.2	Celebrate the significance of cultural, social and built heritage including local indigenous and multicultural groups.	
1.1.3	Grow The Kodja Place to become an iconic WA attraction.	
1.1.4	Through delivery of an Events Strategy, sponsor, support and promote events that stimulate economic activity and attract visitors to the area.	
1.1.7	Develop and adopt an Event Management and Risk Plan	
1.1.8	Memorial Hall Refurbishment/Upgrade <ul style="list-style-type: none"> <li>Theatrical Society, toilets (internal &amp; external) and Harrison Place Park - \$609,000</li> <li>Replacement of Guttering and Downpipes - \$50,000</li> </ul>	
1.1.9	Develop Marketing Implementation Plan <ul style="list-style-type: none"> <li>Redevelop the Kodja Place Website</li> <li>Develop a brand and style guide</li> </ul>	
1.1.10	Implement A Hierarchy of Signage <ul style="list-style-type: none"> <li>Tier 1: Main Highway/ Roads – Identity and High level information</li> <li>Tier 2: Township and Precinct entrance points - Directional</li> <li>Tier 3: Precinct Way Finding</li> </ul>	
1.1.17	Visitor centre and retail area – More user friendly	



Sunset Soprano

The Kodja Place  
November 2020

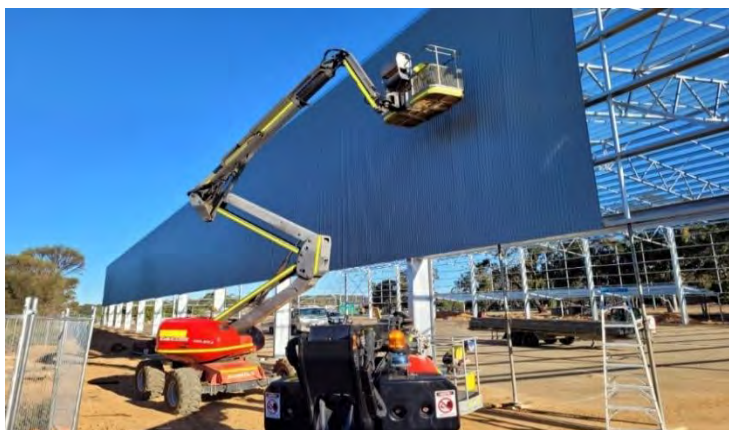
(Photographs courtesy of Wendy Thorn)



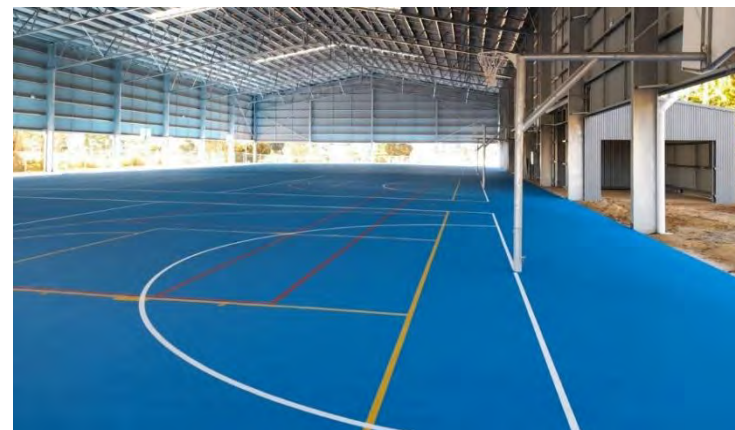


1.2 – Be a happy, healthy, connected and inclusive community driven by the provision of high standard sport, recreation and open space facilities and programs.

Ref	Corporate Actions	Status
1.2.1	Develop and adopt a Trails Master Plan to develop and activate a trail network and reserve walks in conjunction with State-wide recreation partners.	☹️
1.2.2	Implement and action a Sport, Recreation and Open Space Master Plan.	😊
1.2.3	Provide community infrastructure that attracts outsourced or privately run facilities and programs.	😊
1.2.4	Plan and develop appropriate passive recreation facilities (S2.2.3)	☹️
1.2.5	Improve disability access to infrastructure and services (S2.2.4) <ul style="list-style-type: none"> <li>• Re-establish Disability Access Committee</li> <li>• Review Disability Access and Inclusion Plan</li> <li>• Progress Implementation Plan</li> </ul>	☹️
1.2.10	Sporting Infrastructure Upgrades: <ul style="list-style-type: none"> <li>• Reconstruction of Netball Courts</li> <li>• Upgrade Top Oval Lighting</li> <li>• Install destination playground &amp; Outdoor Gym</li> <li>• Upgrade Kitchen in the Sporting Complex</li> <li>• Install Audio/Visual equipment in the pavilion</li> <li>• Upgrade shade shelter on the baby swimming pool</li> <li>• Upgrade Swimming Pool Car Park</li> <li>• Create Swimming Pool leisure activities (e.g. basketball)</li> <li>• Sports Complex Building Defects/Building Compliance/Service Area for bins</li> <li>• East Pool Fence upgrade</li> <li>• Lease Complex – include line marking by clubs</li> </ul> Power Metering	☹️



Netball  
Court  
Construction



1.3 – Have systems in place to attract youth to the region, even in a transient manner.

Ref	Corporate Actions	Status
1.3.1	Collect data on the needs of youth, as they live, educate, work, visit and return to Kojonup.	☹️
1.3.2	Account for long-term and forecasted social changes such as changing household types and density.	☹️
1.3.3	Promote the opportunities for traineeships within local government (S1.3.1)	☹️
1.3.4	Explore opportunities with local schools and youth organisations to create a Youth Advisory Council to engage and advise the Shire and Councillors on youth issues (S1.2.1)	☹️
1.3.5	Develop and adopt an Early Childhood Strategy	☹️
1.3.6	Develop and adopt a Youth Engagement Plan	☹️



← Walk Trail Activity

Kojonup's Free Little Library – Apex Park →



#### 1.4 – Be enjoying a Main Street which is an inviting meeting place where we celebrate our history and heritage in a modern way.

Ref	Corporate Actions	Status
1.4.1	Work with local retail outlets to build a people-friendly, active, vibrant and smart Main Street.	☹️
1.4.2	Plan, construct and enable improved off-street parking with a people-friendly Town Square.	☹️
1.4.3	Form a programmed upgrade of Main Street through landscaping, furniture and signage.	☹️
1.4.4	Draft and implement a Parks, Garden and Street Trees policy (N1.3.2)	☹️
1.4.5	Review and implement a townscape plan and “main street” development (N2.2.3)	☹️
1.4.6	Redevelop the main street to create a people friendly and vibrant retail centre (N2.2.4)	☹️
1.4.7	Develop and adopt a Tourism/Destination Signage Plan	☹️





## Key Pillar 2 - Connected

*Kojonup advances through connections, partnerships and alliances.*

*During the stakeholder engagement phase of 2017 our community members raised issues regarding partnering for growth in childcare, children's activities, public transport, airport provisions, accommodation options, utility services (such as water quality) and forming alliances to grow employment options*

### 2.1 – Be growing our state-wide and local tourism and shopping capabilities through regional alliances.

Ref	Corporate Actions	Status
2.1.1	Build partnerships with WA recreation, business and tourism.	😊
2.1.2	Promote and facilitate Kojonup as a short-term tourism destination to and from Albany.	😊
2.1.3	Cooperate to increase activation of Main Street and better use of underutilised Main Street spaces.	😐
2.1.4	Reach out to investors for management of amenities and future industry growth.	😞
2.1.5	Foster a strong relationship with Kojonup's Aboriginal community to further recognise and grow the recognition of Aboriginal culture and leadership in the Shire.	😐
2.1.6	Explore shared services options with neighbouring local governments to improve efficiencies (G1.3.1)	😐
2.1.7	Support local tourism initiatives (E2.1.4)	😐
2.1.8	Develop and Adopt a Tourism Marketing Plan	😞
2.1.9	Develop and Adopt a Tourism Strategy & Plan	😞
2.1.10	Kodja Place Building Improvements: <ul style="list-style-type: none"> <li>Repair / replace defective walls and wall cladding</li> <li>CCTV and security upgrade</li> <li>Solar Array - \$60,000</li> </ul>	😐















NAIDOC  
Week  
Celebrations  
2020



Photo courtesy  
of Wendy  
Thorn



## 2.2 – Have enhanced our aged-care and health provisions by progressing our connections with regional and state-wide groups.

Ref	Corporate Actions	Status
2.2.1	Work with regional, state and national health providers to develop innovative health services.	
2.2.2	Enhance alliances with state and local health providers to grow a sustainable and modern health system.	
2.2.3	Establish formal networks between all health service providers within Kojonup.	
2.2.4	Enable a sustainable aged-care service through public-private partnerships.	
2.2.5	Advocate for the Department of Health to maintain the presence of existing health services and promote their availability throughout the region (S3.1.2)	
2.2.6	<p>Aged care service will remain compliant with the following accreditation standards:</p> <ul style="list-style-type: none"> <li>Standard 1 – Management systems, staffing and organisational development.</li> <li>Standard 2 – Health and personal care.</li> <li>Standard 3 – Resident lifestyle</li> <li>Standard 4 – Physical environment and safe systems</li> </ul> <p>Above standards no longer in place – New standards as follows from 1/7/2019</p> <ul style="list-style-type: none"> <li>Standard 1 – Consumer dignity and choice.</li> <li>Standard 2 – Ongoing assessment and planning with consumers.</li> <li>Standard 3 – Personal care and clinical care.</li> <li>Standard 4 - Services and support for daily living.</li> <li>Standard 5 – Organisation's service environment.</li> <li>Standard 6 – Feedback and complaints.</li> <li>Standard 7 – Human resources.</li> <li>Standard 8 – Organisation governance/</li> </ul> <p><i>*Reaccreditation audits next due February 2021</i></p>	
2.2.7	Springhaven Frail Aged Lodge strategic plan will be completed for 2017-2022.	
2.2.8	Emergency management plan for Springhaven Lodge to be updated to enhance our emergency service provision for residents and staff at the facility.	
2.2.9	Design and upgrade the Springhaven Lodge kitchen	
2.2.10	Explore funding avenues to purchase a bus for use by Springhaven Lodge and the Community.	
2.2.11	Install reticulation to southern side of Springhaven to complete enhancement programme.	
2.2.12	Extend parking area at northern side of Springhaven and incorporate undercover walkway to the entrance of the building.	
2.2.13	Extend IT services to Springhaven including Wi-Fi so residents can remain independent and in touch with the world.	
2.2.14	Design and plan an upgrade to MACS office/Care office to incorporate a meeting room and staff room to maintain privacy and confidentiality for residents, their relatives and staff.	

2.2.15	Convert medication management and record keeping including resident files to an electronic system to increase the safe storage of information.	😊
2.2.16	Develop and adopt a 'Growing Old Gracefully' Plan	😞
2.2.17	Investigate possibility of leasing or selling Springhaven	😞



## 2.3 – Be providing for a safe and secure environment by working with State and Federal authorities.

Ref	Corporate Actions	Status
2.3.1	Maximise community safety through safe urban design and advocate for enhanced emergency service provisions.	☹️
2.3.2	Support appropriate initiatives to improve safety and reduce crime (N2.4.2)	😊
2.3.3	<ol style="list-style-type: none"> <li>1. Commence planning and undertake test of documented incident plans</li> <li>2. Review document as a result of test and in preparation for Council;</li> <li>3. Investigate and document the procedure to divert Shire land line phones to mobile phones;</li> <li>4. Prepare Emergency Kits as identified in the plan; and</li> <li>5. Investigate contractual requirements for radio failure and alternative contingency plans for methods of communications for works staff.</li> </ol>	😊
2.3.4	<p>Replace Dog Pound.</p> <p>Recommended a new pound be located in the Industrial area away from residential area and it be designed to cater for boarding dogs as well as for impounding animals. Estimated cost \$150,000.00.</p>	☹️



2.4 – Have enabled and facilitated improved housing options through public and private partnerships.

Ref	Corporate Actions	Status
2.4.1	Adopt new Town Planning Scheme to support infill residential growth and private subdivisions and advocate for change in the cost of development headworks at a state level	☹️
2.4.2	Commit appropriate staff and resources to be a leader of regional planning initiatives, and services (G1.3.3)	☹️
2.4.3	Support the creation of additional residential lots (E2.1.5)	☹️

Construction of 3 Independent Living Units - Lot 361 Soldier Road, Kojonup  
A  
Great Southern Housing Initiative  
Project












## Key Pillar 3 - Performance

*Kojonup's people show commitment to strategy and operational excellence.*

*During the stakeholder engagement phase of 2017 our community members raised issues regarding a considered and agreed customer service charter, efficiency in shared services with VROC, a modern governance structure to attract young professionals within Shire activities, as well as more action with less planning.*

### 3.1 – Be a continually engaged and strategic community which leads and organises throughout the entire stakeholder group.

Ref	Corporate Actions	Status
3.1.1	Have a highly rated Customer Service experience from a cohesive, happy and technology-driven workforce.	
3.1.2	Encourage interaction and input to the Shire of Kojonup, particularly through contemporary working party teams.	
3.1.3	Conduct a bi-annual Community Engagement Survey.	
3.1.4	Implement strategies to improve Councillors role as community leaders and asset custodians (G1.5.3)	
3.1.5	Manage implementation of container deposit scheme legislation	
3.1.6	Determine responsibilities for all assets and review and update lease conditions where other entities have partial or full responsibility for assets on Council managed land.	
3.1.7	Develop and adopt a Community Development Strategic Plan	

### 3.2 – Be exceptional in two-way communication within our community, and market our brand outside of our community.

Ref	Corporate Actions	Status
3.2.1	Develop uniformity of Kojonup's visual identity and encourage use by all community groups.	😊
3.2.2	Engage with our residents and industry members through increased use of social media and the provision of information on the Shire's Website.	😊
3.2.3	Establish social media policy and procedures.	😊
3.2.4	Develop and implement a formal media and two-way communications strategy.	😊
3.2.5	Develop an inside-out brand strategy to promote Kojonup to visitors, future residents and potential partners.	😊
3.2.6	Promote the Shire of Kojonup as an opportunistic place to live.	😊
3.2.7	Define and grow our brand, and continually promote and activate the diverse features of Kojonup.	😊
3.2.8	Develop and Adopt a Communications Strategy	😞
3.2.9	Develop and Adopt a Community Engagement Plan	😊



### 3.3 – Use a Building Assessment Framework and control our investment in building maintenance.

Ref	Corporate Actions	Status
3.3.1	Implement an asset rationalisation process based on the Building Assessment Framework.	😊
3.3.2	Maximise usage of community facilities whilst reducing the financial obligation on the Shire and its people.	😐
3.3.4	Undertake an asset management planning process to review and rationalize Shire buildings to maximize their use and value to the community (G1.2.1)	😊
3.3.5	Define, document and implement 'Levels of Service' for all assets and services	😞
3.3.6	Adapt the current 'Buildings Assessment Framework' project to include review of other asset classes; and dispose of surplus/ unsustainable assets as required.	😐
3.3.7	Ensure the Shire has an appropriate database for storage of asset information and complete a detailed data pick-up and condition assessment of all assets.	😊
3.3.8	Utilise the results of implementation of recommendation 9 to prepare: <ul style="list-style-type: none"> <li>• A sustainable 'operations and maintenance' plan;</li> <li>• A 'renewal and replacement' plan; and</li> <li>• A 'new, upgrade and disposal (capital investment)' plan.</li> </ul>	😐



Memorial Hall

Replacement of Mortar

### 3.4 – Be organised and transparent with our financial management.

Ref	Corporate Actions	Status
3.4.1	Increase regularity of readable financial reporting to the community.	😊
3.4.2	Act with sound long-term and transparent financial management and deliver residents considered value for money.	😊
3.4.3	Commit to future state-wide measurement systems testing local government performance.	😐
3.4.4	Design a program of activities to imbed sound asset management practice its culture and activities at all levels of the organisation.	😊
3.4.5	Complete a formal assessment of future demand for assets. This will be undertaken as part of economic development planning and consider factors such as potential population growth and changes in demographics. Once complete, update the Asset Management Plan with the results.	😞
3.4.6	Identify the requirements to ensure finance data and information is matched to asset management data (i.e. the same/ integrated classification, storage and reporting systems are utilised). Implement changes as needed.	😊
3.4.7	Compile expenditure information for the past three years, separated by asset class. Utilise this information for modelling purposes when updating the next version of the Asset Management Plan.	😊
3.4.8	Update the Long-Term Financial Plan and ensure there is a mechanism in place to continuously link Asset Management to the Long-Term Financial Plan update cycle.	😐



## PARKING BAY BROOMEHILL-KOJONUP ROAD







## KOJONUP BROOK RE-ALIGNMENT







## Key Pillar 4 - Prosperity






*Kojonup invests in its own prosperity and drives economic growth.*

*During the stakeholder engagement phase of 2017 our community members raised issues regarding ways to reach new and diverse markets, having a thriving new industry over the next ten years, stimulating employment, successful and unique food and beverage, plus retail ventures, and targeted population growth.*





### 4.1 – Be providing business assistance for growth in small local industry.







Ref	Corporate Actions	Status
4.1.1	Amend Town Planning Scheme to encourage economic development and private investment.	
4.1.2	Establish partnerships with Small Business Centre Albany and Chamber of Commerce and Industry to support local business.	
4.1.3	Advocate regionally, state-wide and federally for issues such as traffic control and water quality.	
4.1.4	Draft a local economic development policy focused to create employment opportunities that attract and retain population in Kojonup (E2.1.2)	

### 4.2 – Have added value to the agricultural sectors to attract new people to the region.




Ref	Corporate Actions	Status
4.2.1	Encourage community engagement through the establishment of a local Chamber of Commerce and Industry, particularly advancing Kojonup's future and smart agricultural capabilities.	
4.2.2	Enable and advocate for new industry to set up in and around Kojonup.	
4.2.3	Identify and adopt alternate Heavy Haulage Route into the Kojonup planning schemes.	
4.2.4	Expand the industrial estate as required (E2.1.6)	
4.2.5	Establish a Sale Yards Working Group and implement LGIS report	

### 4.3 – Be attracting support industries and diverse and new business sectors to the region.

Ref	Corporate Actions	Status
4.3.1	Whilst growing business, advocate and manage for expected water efficiency, energy efficiency and waste management to support regional and state-wide environmental standards.	
4.3.2	Establish a noteworthy Kojonup Business Hub for the provision of shared facilities and services.	
4.3.3	Enhance the Agricultural Farm and Education Precinct component to Kojonup District High School, including programs to attract university education or further study in Kojonup.	
4.3.4	Drive population growth through the support of local industry, development of new industry and promotion of Kojonup's point of difference.	

<b>4.3.5</b>	Develop a transient and seasonal worker, and an all-age educational strategy.	
<b>4.3.6</b>	Promote positive environmental and waste management and reduction messages in the community (S3.3.1)	
<b>4.3.7</b>	Develop and adopt an Economic Development Strategy	
<b>4.3.8</b>	Develop and adopt an Economic Development Plan	
<b>4.3.9</b>	Develop and adopt a Waste Management Plan	
<b>4.3.10</b>	Construction of Liquid Waste Ponds	

#### 4.4 – Have collaborated to enhance and attract diverse retail to ensure a successful and renewed Main Street.






Ref	Corporate Actions	Status
<b>4.4.1</b>	Support Main Street urban renewal through in-kind support and policy development.	
<b>4.4.2</b>	Further develop Council policies and business incentives to enhance a 'shop local' philosophy.	
<b>4.4.3</b>	Implement free WIFI on the main street (E1.1.3)	

## Key Pillar 5 – Digital



*Kojonup is ambitious with technology, data and analytics.*

During the stakeholder engagement phase of 2017 our community members raised issues regarding ongoing transparent data to and from the Shire, realised they didn't know enough about Kojonup in real-time, wished for a more digitally connected community, discussed how technology could make the Shire safer, requested greater access to broadband services, and realised the tech farming skills were a point of difference within the region


### 5.1 – Be fuelling our analytical knowledge to support business growth, operational excellence and farming productivity.

Ref	Corporate Actions	Status
5.1.1	Undertake bi-annual economic and productivity audit of the Shire to enable ongoing knowledgeable planning.	
5.1.2	Improve technology to enable 24 hour two-way digital communication strategy with, within, and outside of the Shire.	
5.1.3	Move to a fully Electronic Record Keeping System by 2019	
5.1.4	Development of Key Performance Indicators for Records Management	
5.1.5	Develop and adopt an Information & Communications Technology Plan.	









### 5.2 – Be the State's tech-farming epicentre and have an Agricultural Technology Centre for Excellence.

Ref	Corporate Actions	Status
5.2.1	Create partnerships with key stakeholders and business partners to develop Kojonup's Agricultural Technology Centre for Excellence.	
5.2.2	Provide co-location of Kojonup's agricultural community-based organisations with similar objectives into one public technology facility: the Kojonup Business Hub.	

### 5.3 – Be focussing on agricultural research and have maximised the educational potential of such knowledge.

Ref	Corporate Actions	Status
5.3.1	Engage with state-wide, international or private education institutions to establish an Agricultural Education Precinct in Kojonup.	

#### 5.4 – Have used technology to become a smart, safe, collaborative and informed region.

Ref	Corporate Actions	
5.4.1	Enable and advocate for public access to NBN for all residents.	
5.4.2	Set up Kojonup so industry can increase productivity, better connect to the global market place or work remotely, through enhanced technology provisions.	
5.4.3	Attract new residents who can run businesses remotely, whilst living in Kojonup.	
5.4.4	Use continually collected data and analysis to better plan for population, accommodation, education, health and aged care services.	
5.4.5	Provide surrounding regions with data to support their growth and to build alliances.	
5.4.6	Technology provisions to ensure all residents have instant access to innovative health provisions.	
5.4.7	Partner with Kojonup District High School to promote the advantages of local education	
5.4.8	Advocate for the retention of years 11 and 12 at Kojonup District High School	

# Statutory Statements

## National Competition Policy

Local Governments are required to report their progress in implementing National Competition Policy in their annual report. There are a number of specific requirements placed on local government in the areas of competitive neutrality, legislation review and structural reform.

## Competitive Neutrality

The principle of competitive neutrality is that government businesses should not enjoy a competitive advantage or disadvantage, simply as a result of their public sector ownership.

Competitive Neutrality should apply to all significant business activities which generate a user-pays income of over \$200,000 per annum unless it can be shown it is in the public interest.

A public benefit test is used to determine if competitive neutrality is in the public interest. This involves assessing the benefits of implementing competitive neutrality against the costs. If the benefits exceed the costs, competitive neutrality should be implemented.

## Structural Review of Public Monopolies

- There were no instances where structural reform principles were applied during the reporting period; and
- There were no instances where structural reform was considered but not applied in the reporting period.

## Legislative Review

The annual report is to include a statement of which local laws have been reviewed, the conclusions of those reviews and a forward strategy for all local laws still to be reviewed. Local Laws are required by legislation to be reviewed every eight years.

During 2020/2021 the Shire of Kojonup formed the Repeal Local Law 2020 the purpose of which was to repeal a redundant Fencing By-Law gazetted on 23 December 1971 and its amendments gazetted on 31 August 1990 and 20 March 1992. The Shire of Kojonup Repeal Local Law 2020 was gazetted on 27 November 2020 and came into effect 11 December 2020.

## Disability Report

### ***State Records Act 2000***

The Shire of Kojonup is responsible for managing the Shire's records in accordance with the *State Records Act 2000* and the Recordkeeping Plan RKP2015028/1. During the 2020-2021 period the Shire completed transferring its corporate information from a hybrid hardcopy/electronic Records Management System (RMS) to a fully electronic RMS. This required the identification of all hardcopy record types and the development of electronic procedural processes to capture the remaining hardcopy records in suitable digital formats within the RMS.

Each business unit was provided advice and support in developing unit specific procedural processes to ensure transition of all corporate information through Synergysoft ECM (Electronic Content Management). During this period the Shire purchased a new records management system ALTUS ECM which resulted in rewriting and updating the Shire's Recordkeeping Plan.

The reviewed Record Keeping Plan was written to reflect the digital environment utilising the records management system Altus ECM, including updating all electronic processes and procedural changes. The Shire's Recordkeeping Plan is currently before the State Records Office for evaluation and approval.



During this period all Council employees attended a two-part training in Records Management which focussed on improving employee understanding of the practical criteria of what records are, their importance to the organisation and practical use of the RMS system.

The Shire undertook training of the new records management system which realised 100% attendance through two half day training programs. For those employees needing continued assistance individualised training continues to be provided upon request.

Quality assurance of the Shire's capture of corporate information and training effectiveness is achieved through daily procedural auditing processes. Auditing focuses on record management compliance, capture of daily information, compliance with precise guidelines, correct use of file usage, clear and complete capture of file attachments, and control of the 'source record'.

All new employees to the Shire receive a 'New Employee Induction Manuel' which is provided as a single point of reference covering the Shire's expectations of employees' conduct across all Shire business units, locations, and drawing specific attention to Council's policies. This includes the 'Information Management Policy'.

Within the first week of a new employee starting they participate in an hour training which focusses upon the responsibilities in managing the Shire's corporate information including legislative requirements, Shire expectations, practical training in the use of the RMS, intranet, and introduction to other Electronic Management Systems.

Discussion is also focused upon Information Management Policy and Procedures and where to locate policies within the electronic system. Administration training is also delivered monthly focusing upon Information Management policy and procedure and practical use of the RMS.

### **Freedom of Information**

(Section 96 & 97 of the *Freedom of Information Act 1992*)

Council's Freedom of Information (FOI) Statement was reviewed and adopted by the Council on 27 July 2021 and a copy can be obtained from the Shire Administration Office, 93 Albany Highway, Kojonup, or from our website at: [www.kojonup.wa.gov.au](http://www.kojonup.wa.gov.au)

During the 2020 – 2021 period the Shire of Kojonup received one Freedom of Information enquiry which was resolved outside of the FOI process and did not eventuate into a valid application.

### **Complaints Report**

(Section 5.121 of the *Local Government Act 1995*)

This annual report is required to contain details of entries made in the register of complaints, including:

- The number of complaints recorded in the register of complaints; and
- How the recorded complaints were dealt with.

There were 0 complaints made in accordance with this legislation in the 2020/21 financial year.

### **Public Interest Disclosure Act 2003**

In accordance with this legislation, procedures have been implemented to facilitate reporting and action of public interest disclosures. During the 2020/21 period, no public interest disclosures were lodged.

**SHIRE OF KOJONUP**  
**FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

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**COMMUNITY VISION**

Kojonup is a smart region featuring a technologically advanced agricultural community, an educational and historical destination, and a healthy and enviable lifestyle

Principal place of business:  
93 Albany Highway  
Kojonup WA 6395



SHIRE OF KOJONUP  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2021

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Shire of Kojonup for the financial year ended 30 June 2021 is based on proper accounts and records to present fairly the financial position of the Shire of Kojonup at 30 June 2021 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 10<sup>th</sup> day of June 2022



Chief Executive Officer

GRANT THOMPSON

Name of Chief Executive Officer



**SHIRE OF KOJONUP**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30 JUNE 2021**

	NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$
<b>Revenue</b>				
Rates	23(a)	4,021,892	4,035,411	3,973,188
Operating grants, subsidies and contributions	2(a)	3,143,027	2,188,049	3,068,726
Fees and charges	2(a)	1,323,731	1,448,587	1,220,691
Interest earnings	2(a)	46,995	95,899	98,753
Other revenue	2(a)	287,337	389,724	300,609
		<b>8,822,982</b>	<b>8,157,670</b>	<b>8,661,967</b>
<b>Expenses</b>				
Employee costs		(4,688,839)	(4,216,345)	(4,554,168)
Materials and contracts		(1,907,105)	(1,067,979)	(2,037,281)
Utility charges		(331,449)	(334,550)	(387,866)
Depreciation on non-current assets	10(b)	(3,443,579)	(3,310,228)	(3,341,600)
Interest expenses	2(b)	(53,860)	(56,336)	(26,045)
Insurance expenses		(331,102)	(309,230)	(308,437)
Other expenditure		(22,189)	(725,180)	(533,775)
		<b>(10,778,123)</b>	<b>(10,019,848)</b>	<b>(11,189,172)</b>
		<b>(1,955,141)</b>	<b>(1,862,178)</b>	<b>(2,527,205)</b>
Non-operating grants, subsidies and contributions	2(a)	3,392,107	4,719,789	2,946,755
Profit on asset disposals	10(a)	29,654	1,546	20,146
(Loss) on asset disposals	10(a)	(274,580)	(60,189)	(130,320)
Fair value adjustments to financial assets at fair value through profit or loss		3,232	0	11,687
		<b>3,150,413</b>	<b>4,661,146</b>	<b>2,848,268</b>
<b>Net result for the period</b>		<b>1,195,272</b>	<b>2,798,968</b>	<b>321,063</b>
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income for the period</b>		<b>1,195,272</b>	<b>2,798,968</b>	<b>321,063</b>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF KOJONUP**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**FOR THE YEAR ENDED 30 JUNE 2021**

	NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$
<b>Revenue</b>				
Governance	2(a)	36,546	39,500	59,555
General purpose funding		5,634,293	4,873,150	5,653,473
Law, order, public safety		58,846	59,853	56,336
Health		8,529	14,172	21,631
Education and welfare		9,397	17,950	16,608
Housing		2,349,376	2,285,960	2,017,542
Community amenities		367,883	364,274	346,779
Recreation and culture		63,074	78,870	83,112
Transport		10,273	77,000	10,941
Economic services		197,865	176,940	182,926
Other property and services		86,900	170,001	213,064
		8,822,982	8,157,670	8,661,967
<b>Expenses</b>				
Governance	2(b)	(544,589)	(550,190)	(712,200)
General purpose funding		(73,684)	(74,449)	(70,867)
Law, order, public safety		(277,288)	(271,839)	(250,058)
Health		(57,823)	(140,465)	(835,325)
Education and welfare		(119,888)	(59,882)	(56,275)
Housing		(2,695,035)	(2,309,530)	(2,413,143)
Community amenities		(676,205)	(710,548)	(611,781)
Recreation and culture		(1,403,492)	(1,384,159)	(1,463,131)
Transport		(3,701,041)	(3,491,748)	(3,500,733)
Economic services		(906,035)	(915,954)	(915,401)
Other property and services		(269,183)	(54,748)	(334,213)
		(10,724,263)	(9,963,512)	(11,163,127)
<b>Finance Costs</b>				
Health	2(b)	(2,338)	(2,579)	(1,016)
Housing		(34,810)	(38,417)	(16,967)
Recreation and culture		(14,440)	(13,812)	(8,055)
Transport		(2,272)	(1,528)	(7)
		(53,860)	(56,336)	(26,045)
		(1,955,141)	(1,862,178)	(2,527,205)
Non-operating grants, subsidies and contributions	2(a)	3,392,107	4,719,789	2,946,755
Profit on disposal of assets	10(a)	29,654	1,546	20,146
(Loss) on disposal of assets	10(a)	(274,580)	(60,189)	(130,320)
Fair value adjustments to financial assets at fair value through profit or loss		3,232	0	11,687
		3,150,413	4,661,146	2,848,268
<b>Net result for the period</b>		<b>1,195,272</b>	<b>2,798,968</b>	<b>321,063</b>
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income for the period</b>		<b>1,195,272</b>	<b>2,798,968</b>	<b>321,063</b>

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF KOJONUP**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2021**

	NOTE	2021 \$	2020 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	3,958,480	4,272,596
Trade and other receivables	6	1,793,340	1,570,034
Inventories	7	236,281	207,761
<b>TOTAL CURRENT ASSETS</b>		<b>5,988,101</b>	<b>6,050,391</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	6	77,752	70,530
Other financial assets	5(a)	92,258	89,026
Inventories	7	78,000	78,000
Property, plant and equipment	8	35,407,180	35,131,172
Infrastructure	9	131,484,314	131,421,353
<b>TOTAL NON-CURRENT ASSETS</b>		<b>167,139,504</b>	<b>166,790,081</b>
<b>TOTAL ASSETS</b>		<b>173,127,605</b>	<b>172,840,472</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	12	2,956,737	3,399,714
Contract liabilities	13	327,096	858,555
Borrowings	14(a)	231,147	224,096
Employee related provisions	15	715,081	641,847
<b>TOTAL CURRENT LIABILITIES</b>		<b>4,230,061</b>	<b>5,124,212</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	14(a)	2,686,909	2,663,057
Employee related provisions	15	126,206	164,046
Trade and other payables	12	640	640
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>2,813,755</b>	<b>2,827,743</b>
<b>TOTAL LIABILITIES</b>		<b>7,043,816</b>	<b>7,951,955</b>
<b>NET ASSETS</b>		<b>166,083,789</b>	<b>164,888,517</b>
<b>EQUITY</b>			
Retained surplus		68,713,276	67,567,279
Reserves - cash backed	4	3,539,179	3,489,904
Revaluation surplus	11	93,831,334	93,831,334
<b>TOTAL EQUITY</b>		<b>166,083,789</b>	<b>164,888,517</b>

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF KOJONUP**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 30 JUNE 2021**

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
<b>Balance as at 1 July 2019</b>		<b>66,990,331</b>	<b>3,745,789</b>	<b>93,831,334</b>	<b>164,567,454</b>
Comprehensive income					
Net result for the period		321,063	0	0	321,063
Total comprehensive income		321,063	0	0	321,063
Transfers from reserves	4	1,404,877	(1,404,877)	0	0
Transfers to reserves	4	(1,148,992)	1,148,992	0	0
<b>Balance as at 30 June 2020</b>		<b>67,567,279</b>	<b>3,489,904</b>	<b>93,831,334</b>	<b>164,888,517</b>
Comprehensive income					
Net result for the period		1,195,272	0	0	1,195,272
Total comprehensive income		1,195,272	0	0	1,195,272
Transfers from reserves	4	1,199,169	(1,199,169)	0	0
Transfers to reserves	4	(1,248,444)	1,248,444	0	0
<b>Balance as at 30 June 2021</b>		<b>68,713,276</b>	<b>3,539,179</b>	<b>93,831,334</b>	<b>166,083,789</b>

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF KOJONUP**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2021**

	NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		3,963,852	4,031,475	3,903,190
Operating grants, subsidies and contributions		3,097,245	3,161,070	3,263,493
Fees and charges		1,094,423	1,450,587	1,220,691
Interest received		46,995	95,899	98,753
Goods and services tax received		99,218	0	264
Other revenue		287,337	389,724	300,609
		8,589,070	9,128,755	8,787,000
<b>Payments</b>				
Employee costs		(4,641,286)	(4,206,345)	(4,516,729)
Materials and contracts		(2,354,199)	(2,447,462)	(1,334,178)
Utility charges		(331,449)	(334,550)	(387,866)
Interest expenses		(56,335)	(56,336)	(17,472)
Insurance paid		(331,102)	(309,230)	(308,437)
Goods and services tax paid		0	(5,905)	(816)
Other expenditure		(43,725)	(725,181)	(86,100)
		(7,758,096)	(8,085,009)	(6,651,598)
<b>Net cash provided by (used in) operating activities</b>	16	830,974	1,043,747	2,135,402
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for development of land held for resale	7	(9,167)	(240,000)	(21,141)
Payments for purchase of property, plant & equipment	8(a)	(1,892,537)	(2,291,026)	(5,700,729)
Payments for construction of infrastructure	9(a)	(2,311,118)	(6,171,219)	(2,080,835)
Non-operating grants, subsidies and contributions		2,860,648	4,719,789	2,310,510
Proceeds from financial assets at fair values through profit and loss		0	0	1
Proceeds from sale of property, plant & equipment	10(a)	176,181	128,080	341,473
<b>Net cash provided by (used in) investment activities</b>		(1,175,993)	(3,854,376)	(5,150,721)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of borrowings	14(b)	(224,097)	(223,736)	(32,911)
Proceeds from new borrowings	14(b)	255,000	2,050,000	2,466,148
<b>Net cash provided by (used in) financing activities</b>		30,903	1,826,264	2,433,237
<b>Net increase (decrease) in cash held</b>		(314,116)	(984,365)	(582,082)
Cash at beginning of year		4,272,596	4,272,599	4,854,678
<b>Cash and cash equivalents at the end of the year</b>	16	3,958,480	3,288,232	4,272,596

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF KOJONUP**  
**RATE SETTING STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

	NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)	24 (b)	213,493	221,771	769,045
		213,493	221,771	769,045
<b>Revenue from operating activities (excluding rates)</b>				
Governance		41,037	39,500	62,428
General purpose funding		1,613,649	837,739	1,681,771
Law, order, public safety		58,846	59,853	56,336
Health		8,529	14,172	21,631
Education and welfare		9,397	17,950	16,608
Housing		2,372,739	2,285,960	2,017,542
Community amenities		367,883	364,274	346,779
Recreation and culture		63,074	78,870	83,112
Transport		10,273	77,000	10,941
Economic services		197,865	176,940	200,199
Other property and services		91,932	171,547	224,751
		4,835,224	4,123,805	4,722,098
<b>Expenditure from operating activities</b>				
Governance		(544,589)	(550,848)	(723,382)
General purpose funding		(73,684)	(74,449)	(70,867)
Law, order, public safety		(277,288)	(282,047)	(261,967)
Health		(60,161)	(143,044)	(836,341)
Education and welfare		(268,388)	(59,882)	(56,275)
Housing		(2,729,845)	(2,347,947)	(2,444,474)
Community amenities		(676,205)	(710,548)	(611,781)
Recreation and culture		(1,502,412)	(1,397,971)	(1,471,186)
Transport		(3,719,463)	(3,493,276)	(3,500,740)
Economic services		(906,035)	(915,954)	(915,401)
Other property and services		(294,633)	(104,071)	(427,078)
		(11,052,703)	(10,080,037)	(11,319,492)
Non-cash amounts excluded from operating activities	24(a)	3,679,728	3,374,849	3,895,495
<b>Amount attributable to operating activities</b>		(2,324,258)	(2,359,612)	(1,932,854)
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions	2(a)	3,392,107	4,719,789	2,946,755
Proceeds from disposal of assets	10(a)	176,181	128,080	341,473
Purchase of land held for resale	7	(9,167)	(240,000)	(21,141)
Purchase of property, plant and equipment	8(a)	(1,892,537)	(2,291,026)	(5,700,729)
Purchase and construction of infrastructure	9(a)	(2,311,118)	(6,171,219)	(2,080,835)
		(644,534)	(3,854,376)	(4,514,477)
<b>Amount attributable to investing activities</b>		(644,534)	(3,854,376)	(4,514,477)
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	14(b)	(224,097)	(223,736)	(32,911)
Proceeds from borrowings	14(c)	255,000	2,050,000	2,466,148
Transfers to reserves (restricted assets)	4	(1,248,444)	(978,329)	(1,148,992)
Transfers from reserves (restricted assets)	4	1,199,169	1,330,642	1,404,877
<b>Amount attributable to financing activities</b>		(18,372)	2,178,577	2,689,122
<b>Surplus/(deficit) before imposition of general rates</b>		(2,987,164)	(4,035,411)	(3,758,209)
<b>Total amount raised from general rates</b>	23(a)	4,020,644	4,035,411	3,971,702
<b>Surplus/(deficit) after imposition of general rates</b>	24(b)	<b>1,033,480</b>	<b>0</b>	<b>213,493</b>

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF KOJONUP**  
**INDEX OF NOTES TO THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

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SHIRE OF KOJONUP  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2021

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 27 to these financial statements.

INITIAL APPLICATION OF ACCOUNTING STANDARDS

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

These were:

- AASB 1059 *Service Concession Arrangements: Grantors*
- AASB 2018-7 *Amendments to Australian Accounting Standards - Definition of Materiality*

The impact of adoption of these standards is described at Note 27.

NEW ACCOUNTING STANDARDS FOR APPLICATION IN FUTURE YEARS

The following new accounting standards will have application to local government in future years:

- AASB 2020-1 *Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current*
- AASB 2020-3 *Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments*
- AASB 2021-2 *Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates*

It is not expected these standards will have an impact on the financial report.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- Employee Expenses
- Other Financial Assets
- Property, Plant and Equipment
- Infrastructure
- Right-of-use Assets
- Lease Liabilities
- Borrowing Liabilities
- Provisions

**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**2. REVENUE AND EXPENSES**

**(a) Grant revenue**

Grants, subsidies and contributions are included as both operating and non-operating revenues in the Statement of Comprehensive Income:

	2021 Actual	2021 Budget	2020 Actual
	\$	\$	\$
<b>Operating grants, subsidies and contributions</b>			
Governance	37	0	20,000
General purpose funding	1,554,141	727,337	1,569,661
Law, order, public safety	54,148	54,053	50,888
Health	0	0	(309)
Education and welfare	5,802	15,000	15,000
Housing	1,380,208	1,298,000	1,284,716
Community amenities	73,650	58,659	52,270
Recreation and culture	28,045	5,000	47,319
Economic services	31,871	30,000	1,608
Other property and services	15,125	0	27,573
	3,143,027	2,188,049	3,068,726
<b>Non-operating grants, subsidies and contributions</b>			
Housing	1,071,779	1,034,584	1,669,027
Recreation and culture	1,055,957	1,129,652	0
Transport	1,232,006	1,555,553	1,277,728
Economic services	32,365	1,000,000	0
	3,392,107	4,719,789	2,946,755
<b>Total grants, subsidies and contributions</b>	<b>6,535,134</b>	<b>6,907,838</b>	<b>6,015,481</b>
<b>Fees and charges</b>			
Governance	184	1,000	809
General purpose funding	7,265	7,200	7,193
Law, order, public safety	4,188	4,150	4,789
Health	9,397	14,172	12,643
Education and welfare	2,727	2,950	1,608
Housing	841,047	922,960	683,209
Community amenities	293,375	294,415	292,427
Recreation and culture	34,969	37,800	34,638
Transport	975	0	(8)
Economic services	118,144	115,940	128,250
Other property and services	11,460	48,000	55,133
	1,323,731	1,448,587	1,220,691

There were no changes to the amounts of fees or charges detailed in the original budget.

**SIGNIFICANT ACCOUNTING POLICIES**

**Grants, subsidies and contributions**

Operating grants, subsidies and contributions are grants, subsidies or contributions that are not non-operating in nature.

Non-operating grants, subsidies and contributions are amounts received for the acquisition or construction of recognisable non-financial assets to be controlled by the local government.

**Fees and Charges**

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**2. REVENUE AND EXPENSES (Continued)**

**(a) Revenue (Continued)**

**Contracts with customers and transfers  
for recognisable non-financial assets**

Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the Shire was recognised during the year for the following nature or types of goods or services:

	2021 Actual \$	2021 Budget \$	2020 Actual \$
Operating grants, subsidies and contributions	1,568,805	1,555,712	3,068,726
Fees and charges	1,272,874	1,406,405	1,159,404
Other revenue	249,483	323,724	84,576
Non-operating grants, subsidies and contributions	3,392,107	4,719,789	2,946,755
	6,483,269	8,005,630	7,259,461

Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the Shire is comprised of:

Revenue from contracts with customers included as a contract liability at the start of the period

Revenue from contracts with customers recognised during the year	858,555	0	2,347,493
Revenue from transfers intended for acquiring or constructing recognisable non financial assets during the year	2,232,607	3,285,841	4,312,706
	3,392,107	4,719,789	599,262
	6,483,269	8,005,630	7,259,461

Information about receivables, contract assets and contract liabilities from contracts with customers along with financial assets and associated liabilities arising from transfers to enable the acquisition or construction of recognisable non financial assets is:

Trade and other receivables from contracts with customers	333,031		287,249
Contract assets	1,019,408		790,100
Contract liabilities from contracts with customers	(327,096)		(858,555)

Contract assets primarily relate to the Shire's right to consideration for work completed but not billed at 30 June 2020.

Assets associated with contracts with customers were not subject to an impairment charge.

Contract liabilities for contracts with customers primarily relate to grants with performance obligations received in advance, for which revenue is recognised over time as the performance obligations are met.

Information is not provided about remaining performance obligations for contracts with customers that had an original expected duration of one year or less.

Consideration from contracts with customers is included in the transaction price.

Performance obligations in relation to contract liabilities from transfers for recognisable non financial assets are satisfied as project milestones are met or completion of construction or acquisition of the asset. All associated performance obligations are expected to be met over the next 12 months.

**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**2. REVENUE AND EXPENSES (Continued)**

**(a) Revenue (Continued)**

**Revenue from statutory requirements**

Revenue from statutory requirements was recognised during the year for the following nature or types of goods or services:

General rates

Statutory permits and licences

Fines

**Other revenue**

Reimbursements and recoveries

Other

**Interest earnings**

Interest on reserve funds

Rates instalment and penalty interest (refer Note 23(b))

Other interest earnings

	2021 Actual \$	2021 Budget \$	2020 Actual \$
General rates	4,020,644	4,035,411	3,971,702
Statutory permits and licences	50,417	41,582	60,687
Fines	440	600	600
	4,071,501	4,077,593	4,032,989
Other revenue			
Reimbursements and recoveries	37,854	66,000	101,260
Other	249,483	323,724	199,349
	287,337	389,724	300,609
Interest earnings			
Interest on reserve funds	6,113	34,899	31,711
Rates instalment and penalty interest (refer Note 23(b))	40,308	39,000	43,467
Other interest earnings	574	22,000	23,575
	46,995	95,899	98,753

**SIGNIFICANT ACCOUNTING POLICIES**

**Interest earnings**

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

**Interest earnings (continued)**

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes.

**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**2. REVENUE AND EXPENSES (Continued)**

**(b) Expenses**

**Auditors remuneration**

- Audit of the Annual Financial Report
- Other services

**Interest expenses (finance costs)**

Borrowings

Sundry expenses

Note	2021 Actual \$	2021 Budget \$	2020 Actual \$
	30,600	35,000	30,000
	4,200	0	9,240
	34,800	35,000	39,240
14(b)	53,860	56,336	26,045
	53,860	56,336	26,045
	22,189	725,180	533,775
	22,189	725,180	533,775

**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**2. REVENUE AND EXPENSES**

**REVENUE RECOGNITION POLICY**

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Fees and charges	Building, cemetery services, library fees, property hire, private works, planning, development, animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Adopted by Council annually or Set by State legislation or limited by legislation to the cost of provision	Applied fully based on timing of provision/entry, or based on timing of issue of the associated rights	Not applicable	Output method based on provision of service or completion of works, or on payment and issue of the licence, registration or approval
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	Set by mutual agreement with the customer	On receipt of funds	Not applicable	When assets are controlled
Reimbursements	Insurance claims and reimbursable expenses	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed or expense is incurred	Not applicable	When claim is agreed or when expense is incurred



**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**3. CASH AND CASH EQUIVALENTS**

NOTE	2021	2020
	\$	\$
Cash at bank and on hand	3,958,480	4,272,596
<b>Total cash and cash equivalents</b>	<b>3,958,480</b>	<b>4,272,596</b>
<b>Restrictions</b>		
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:		
- Cash and cash equivalents	3,998,758	4,235,444
	<b>3,998,758</b>	<b>4,235,444</b>

The restricted assets are a result of the following specific purposes to which the assets may be used:

Reserves - cash backed	4	3,539,179	3,489,904
Contract liabilities from contracts with customers*	13	327,096	745,540
Unspent loans	14(d)	132,483	0
<b>Total restricted assets</b>		<b>3,998,758</b>	<b>4,235,444</b>

\* Note: The total contract liabilities balance at 30 June 2020 is \$855,555 (Note 13), the corresponding asset balances consist of \$745,540 restricted cash and \$113,015 GST receivable (Note 6).

**SIGNIFICANT ACCOUNTING POLICIES**

**Cash and cash equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**Restricted assets**

Restricted asset balances are not available for general use by the local government due to externally imposed restrictions. Externally imposed restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**4. RESERVES - CASH BACKED**

	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance	2021 Budget Opening Balance	2021 Budget Transfer to	2021 Budget Transfer (from)	2021 Budget Closing Balance	2020 Actual Opening Balance	2020 Actual Transfer to	2020 Actual Transfer (from)	2020 Actual Closing Balance
(a) Reserves cash backed - Leave	\$ 205,018	\$ 20,375	\$ 0	\$ 225,393	\$ 205,018	\$ 22,050	\$ 0	\$ 227,068	\$ 183,200	\$ 21,818	\$ 0	\$ 205,018
(b) Reserves cash backed - Plant	375,327	550,661	(436,573)	489,415	375,326	553,753	(547,920)	381,159	480,346	144,981	(250,000)	375,327
(c) Reserves cash backed - Gravel Pits	32,288	8	(32,296)	0	32,288	323	(32,611)	0	31,971	317	0	32,288
(d) Reserves cash backed - Economic Development	88,253	156	0	88,409	88,253	883	(30,000)	59,136	87,386	867	0	88,253
(e) Reserves cash backed - Building Upgrade and Renewal	11,498	3	(11,501)	0	11,499	115	(11,614)	0	55,212	286	(44,000)	11,498
(f) Reserves cash backed - Historical Buildings	7,501	13	(7,514)	0	7,502	75	(7,577)	0	12,379	122	(5,000)	7,501
(g) Reserves cash backed - Springhaven Lodge	2,078,388	300,000	(331,243)	2,047,145	2,078,388	0	0	2,078,388	1,625,533	600,000	(147,145)	2,078,388
(h) Reserves cash backed - Low Income Housing	41,408	26,000	0	67,408	41,409	18,914	(10,500)	49,823	27,070	24,338	(10,000)	41,408
(i) Reserves cash backed - Sporting Facility	49,912	50,078	(21,870)	78,120	49,913	50,499	(88,000)	12,412	19,775	40,137	(10,000)	49,912
(j) Reserves cash backed - Springhaven Buildings Upgrade and Renewal	15,487	6,538	(22,007)	18	15,487	20,939	(36,136)	290	63,057	19,430	(67,000)	15,487
(k) Reserves cash backed - Bushfire Communications	111,568	197	(2,273)	109,492	111,569	1,116	(100,000)	12,685	110,472	1,096	0	111,568
(l) Reserves cash backed - Landfill Waste Management	50,539	24,514	(19,749)	55,304	50,539	24,927	(50,000)	25,466	36,788	24,751	(11,000)	50,539
(m) Reserves cash backed - Kodja Place Tourist Precinct	951	0	(951)	0	950	10	(960)	0	942	9	0	951
(n) Reserves cash backed - G&P Church Medical Centre Donations	0	0	0	0	0	0	0	0	555,833	0	(555,833)	0
(o) Reserves cash backed - Energy Efficiency	40,308	(2,832)	(33,346)	4,130	40,308	403	(40,711)	0	39,912	396	0	40,308
(p) Reserves cash backed - Land Acquisition and Development	27,191	10,056	0	37,247	27,191	10,272	(35,000)	2,463	46,627	463	(19,899)	27,191
(q) Reserves cash backed - Community Grants	9,717	18	0	9,735	9,718	97	0	9,815	6,634	3,083	0	9,717
(r) Reserves cash backed - Independent Living Units	133,077	119,490	(214,243)	38,324	133,078	115,881	(172,600)	76,359	146,854	226,223	(240,000)	133,077
(s) Reserves cash backed - Youth	11,225	20	0	11,245	11,225	112	0	11,337	11,115	110	0	11,225
(t) Reserves cash backed - Natural Resource Management	93,579	60,179	(42,180)	111,578	93,579	60,936	(89,514)	65,001	98,226	15,353	(20,000)	93,579
(u) Reserves cash backed - Memorial Hall & Lesser Hall Upgrades	4,600	15,018	(7,500)	12,118	4,600	15,000	(7,500)	12,100	0	4,600	0	4,600
(v) Reserves cash backed - Day Care Building Maintenance	9,385	2,666	0	12,051	9,385	2,744	0	12,129	7,700	1,685	0	9,385
(w) Reserves cash backed - Swimming Pool	5,414	15,019	0	20,433	5,413	15,054	0	20,467	5,360	54	0	5,414
(x) Reserves cash backed - Springhaven Equipment	6,478	11	0	6,489	6,477	65	0	6,542	16,316	162	(10,000)	6,478
(y) Reserves cash backed - Saleyards	45,355	79	(5,923)	39,511	45,355	19,854	(50,000)	15,209	46,547	13,808	(15,000)	45,355
(z) Reserves cash backed - RSL Hall Renewal	10,271	18	0	10,289	10,271	103	0	10,374	10,170	101	0	10,271
(aa) Reserves cash backed - Benn Parade Multi-Facility	10,268	4,021	0	14,289	10,268	4,103	0	14,371	10,167	101	0	10,268
(ab) Reserves cash backed - Townscape	10,298	25,035	(10,000)	25,333	10,298	25,103	(20,000)	15,401	10,197	101	0	10,298
(ac) Reserves cash backed - Kodja Place Building Upgrade & Renewal	4,600	5,011	0	9,611	4,600	5,000	0	9,600	0	4,600	0	4,600
(ad) Reserves cash backed - Shire Office/Library Building Upgrade & Renewal	0	1,007	0	1,007	0	0	0	0	0	0	0	0
(ae) Reserves cash backed - Works Depot Building Upgrade & Renewal	0	1,006	0	1,006	0	0	0	0	0	0	0	0
(af) Reserves cash backed - Netball Court Resurface	0	1,007	0	1,007	0	0	0	0	0	0	0	0
(ag) Reserves cash backed - The Spring	0	1,007	0	1,007	0	0	0	0	0	0	0	0
(ah) Reserves cash backed - Sporting Complex Building Upgrade & Renewal	0	1,049	0	1,049	0	0	0	0	0	0	0	0
(ai) Reserves cash backed - Playgrounds & Parks	0	10,009	0	10,009	0	10,000	0	10,000	0	0	0	0
(aj) Reserves cash backed - Trails Network Construction	0	1,007	0	1,007	0	0	0	0	0	0	0	0
	<b>3,489,904</b>	<b>1,248,444</b>	<b>(1,199,169)</b>	<b>3,539,179</b>	<b>3,489,907</b>	<b>978,329</b>	<b>(1,330,643)</b>	<b>3,137,593</b>	<b>3,745,789</b>	<b>1,148,992</b>	<b>(1,404,877)</b>	<b>3,489,904</b>

All reserves are supported by cash and cash equivalents and are restricted within equity as Reserves - cash backed.

# SHIRE OF KOJONUP

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### FOR THE YEAR ENDED 30 JUNE 2021

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Anticipated date of use		Purpose of the reserve	
(a)	Reserves cash backed - Leave	Ongoing	To be used to fund annual and long service leave requirements.
(b)	Reserves cash backed - Plant	Ongoing	To smooth funding allocations over financial years for the purchase of major plant items.
(c)	Reserves cash backed - Gravel Pits	Ongoing	To be used for the purchase and provision of gravel stocks.
(d)	Reserves cash backed - Economic Development	Ongoing	To be used for Pillar 5 - 'Digital' within 'Smart Possibilities' in the Kojonup Community Strategic Plan.
(e)	Reserves cash backed - Building Upgrade and Renewal	Ongoing	To be used for major maintenance, upgrades and renewal of Council owned buildings.
(f)	Reserves cash backed - Historical Buildings	Ongoing	To be used for the purpose of maintaining Historical Buildings and maintaining the Municipal Heritage Inventory.
(g)	Reserves cash backed - Springhaven Lodge	Ongoing	To cash back refundable bonds paid by residents of the facility.
(h)	Reserves cash backed - Low Income Housing	Ongoing	To be used for major maintenance of Jean Sullivan Units. All operating profit is to be transferred to this reserve in accordance with the joint venture agreement.
(i)	Reserves cash backed - Sporting Facility	Ongoing	To fund Council contribution to CSRFF Funding grants or to fund construction or renewal of Shire sporting facilities.
(j)	Reserves cash backed - Springhaven Buildings Upgrade and Renewal	Ongoing	To be used for major maintenance and capital renewal of Springhaven facility buildings.
(k)	Reserves cash backed - Bushfire Communications	Ongoing	To construct and maintain critical bushfire communication infrastructure.
(l)	Reserves cash backed - Landfill Waste Management	Ongoing	To be used for future upkeep, maintenance, expansion, post closure activities and or reclamation of the Shire's waste management facilities.
(m)	Reserves cash backed - Kodja Place Tourist Precinct	Ongoing	To be used for funding projects after considering advice from 'Storyplace/Gallery Work Group'.
(n)	Reserves cash backed - G&P Church Medical Centre Donations	Ongoing	To construct a medical centre as defined within the existing Shire of Kojonup Town Planning Scheme No.3.
(o)	Reserves cash backed - Energy Efficiency	Ongoing	To fund energy efficiency initiatives within the Shire's operations. 50% of any savings resulting from expenditure of this reserve account is to be transferred back into the reserve.
(p)	Reserves cash backed - Land Acquisition and Development	Ongoing	To fund the purchase of land, sub-division expenses and receipt sub-division sales revenue.
(q)	Reserves cash backed - Community Grants	Ongoing	To finance community grant scheme rounds and to financially manage larger community grants that may extend over more than one financial year.
(r)	Reserves cash backed - Independent Living Units	Ongoing	To transfer operating profits from Loton Close units to this reserve to fund major maintenance and future asset replacement.
(s)	Reserves cash backed - Youth	Ongoing	To fund new opportunities for the youth of Kojonup, specifically outcome 1.3 from the 'Smart Possibilities', Kojonup Community Strategic Plan.
(t)	Reserves cash backed - Natural Resource Management	Ongoing	For the Shire of Kojonup to progress the following projects:- 1. Bridal Creeper and tagasaste Eradication program. 2. Managing water resources including water harvesting and re-use opportunities in the Shire for the use in Kojonup parks and reserves during summer. 3. Undertake weed management and planting of native trees and shrubs in conjunction with Schools. Kojonup Aboriginal Corporation and community groups within identified Reserves such as: a) Myrtle Benn, Farrar and Quin Quin; b) Showground's area, and c) Blackwood Road arboretum to improve bio diversity, fauna habitat and natural resource management outcomes.
(u)	Reserves cash backed - Memorial Hall & Lesser Hall Upgrades	Ongoing	To construct a medical centre as defined within the existing Shire of Kojonup Town Planning Scheme No.3.
(v)	Reserves cash backed - Day Care Building Maintenance	Ongoing	For the expenditure of major building maintenance items on the Kojonup Day Care Centre building, corner of Elverd & Homer Streets, Kojonup.
(w)	Reserves cash backed - Swimming Pool	Ongoing	To fund major refurbishment and/or asset replacement of the Kevin O'Halloran Memorial Swimming Pool.
(x)	Reserves cash backed - Springhaven Equipment	Ongoing	To fund major equipment purchases at Springhaven Lodge.
(y)	Reserves cash backed - Saleyards	Ongoing	To fund capital renewal and upgrades to the Kojonup Saleyards
(z)	Reserves cash backed - RSL Hall Renewal	Ongoing	To be used for major refurbishment and/or re-purposing of the Kojonup RSL Hall.
(aa)	Reserves cash backed - Benn Parade Multi-Facility	Ongoing	To be used to fund the co-location of Historical Society, Men's Shed and Kojonup Tourist Railway facilities to the Benn Parade Railway precinct.
(ab)	Reserves cash backed - Townscape	Ongoing	To be used for major townscape improvements to the Kojonup Town Centre.
(ac)	Reserves cash backed - Kodja Place Building Upgrade & Renewal	Ongoing	To be used for building upgrades and renewals to Kodja Place.
(ad)	Reserves cash backed - Shire Office/Library Building Upgrade & Renewal	Ongoing	To be used for major upgrade and capital renewal of the Shire Administration Centre and library buildings.
(ae)	Reserves cash backed - Works Depot Building Upgrade & Renewal	Ongoing	To be used for major upgrade and capital renewal of the Works & Services Depot buildings.
(af)	Reserves cash backed - Netball Court Resurface	Ongoing	To be used for the future replacement of the netball court playing surfaces.
(ag)	Reserves cash backed - The Spring	Ongoing	To be used for major capital upgrades and improvements at the Kojonup Spring area.
(ah)	Reserves cash backed - Sporting Complex Building Upgrade & Renewal	Ongoing	To be used for major upgrade and renewal of the Sporting Complex Building.
(ai)	Reserves cash backed - Playgrounds & Parks	Ongoing	To be used to fund the major asset renewal of playground equipment and park infrastructure.
(aj)	Reserves cash backed - Trails Network Construction	Ongoing	To be used to construct recreational trails within the Shire of Kojonup in accordance with the Great Southern Master Trails Plan and the Shire of Kojonup Trails Plan.

5. OTHER FINANCIAL ASSETS

(a) Non-current assets

Financial assets at fair value through profit and loss

Financial assets at fair value through profit and loss

Units in Local Government House Trust

2021	2020
\$	\$
92,258	89,026
92,258	89,026
92,258	89,026
92,258	89,026

SIGNIFICANT ACCOUNTING POLICIES

Financial assets at fair value through profit and loss

The Shire classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 25.

**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**6. TRADE AND OTHER RECEIVABLES**

**Current**

Rates receivable
Trade and other receivables
GST receivable
Allowance for impairment of receivables
Contracts with customers

**Non-current**

Pensioner's rates and ESL deferred
------------------------------------

2021	2020
\$	\$
428,246	380,812
333,031	287,249
13,797	113,015
(1,142)	(1,142)
1,019,408	790,100
1,793,340	1,570,034
77,752	70,530
77,752	70,530

**SIGNIFICANT ACCOUNTING POLICIES**

**Trade and other receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

**Impairment and risk exposure**

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 25.

**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Classification and subsequent measurement**

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

## 7. INVENTORIES

### Current

Fuel and materials
Land held for resale - cost
Cost of acquisition
Development costs

### Non-current

Land held for resale - cost
Cost of acquisition

The following movements in inventories occurred during the year:

### Balance at beginning of year

Inventories expensed during the year

Additions to inventory

### Balance at end of year

2021	2020
\$	\$
43,315	23,962
183,799	162,660
9,167	21,139
236,281	207,761
78,000	78,000
78,000	78,000
285,761	252,666
(118,418)	(177,030)
146,938	210,125
314,281	285,761

## SIGNIFICANT ACCOUNTING POLICIES

### General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

### Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

### Land held for resale (Continued)

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

## 8. PROPERTY, PLANT AND EQUIPMENT

### (a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land \$	Buildings - non- specialised \$	Buildings - specialised \$	Total land and buildings \$	Furniture and equipment \$	Plant and equipment \$	Tools \$	Total property, plant and equipment \$
<b>Balance at 1 July 2019</b>	2,175,526	8,358,782	16,338,716	26,873,024	133,167	4,021,127	5,400	31,032,718
Additions	0	3,964,992	615,504	4,580,496	120,783	999,450	0	5,700,729
(Disposals)	0	0	0	0	0	(451,647)	0	(451,647)
Depreciation (expense)	0	(178,989)	(453,400)	(632,389)	(15,265)	(501,531)	(1,443)	(1,150,628)
<b>Balance at 30 June 2020</b>	2,175,526	12,144,785	16,500,820	30,821,131	238,685	4,067,399	3,957	35,131,172
<b>Comprises:</b>								
Gross balance amount at 30 June 2020	2,175,526	12,506,728	17,709,710	32,391,964	253,950	4,646,390	12,541	37,304,845
Accumulated depreciation at 30 June 2020	0	(361,943)	(1,208,890)	(1,570,833)	(15,265)	(578,991)	(8,584)	(2,173,673)
<b>Balance at 30 June 2020</b>	2,175,526	12,144,785	16,500,820	30,821,131	238,685	4,067,399	3,957	35,131,172
Additions	0	819,068	439,811	1,258,879	42,027	591,631	0	1,892,537
(Disposals)	(23,000)	0	(232,980)	(255,980)	0	(148,977)	0	(404,957)
Depreciation (expense)	0	(258,290)	(468,446)	(726,736)	(15,293)	(468,134)	(1,409)	(1,211,572)
<b>Balance at 30 June 2021</b>	2,152,526	12,705,563	16,239,205	31,097,294	265,419	4,041,919	2,548	35,407,180
<b>Comprises:</b>								
Gross balance amount at 30 June 2021	2,152,526	13,325,796	17,896,522	33,374,844	295,976	5,036,221	12,541	38,719,582
Accumulated depreciation at 30 June 2021	0	(620,233)	(1,657,317)	(2,277,550)	(30,557)	(994,302)	(9,993)	(3,312,402)
<b>Balance at 30 June 2021</b>	2,152,526	12,705,563	16,239,205	31,097,294	265,419	4,041,919	2,548	35,407,180



## 8. PROPERTY, PLANT AND EQUIPMENT (Continued)

### (b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>(i) Fair Value</b>					
Land and buildings					
Land	2	Market approach using recent observable market data for similar properties / income approach using discounted cashflow methodology	Independent registered valuers	June 2017	Price per m <sup>2</sup> /market borrowing rate
Buildings - non-specialised	2	Market approach using recent observable market data for similar properties / income approach using discounted cashflow methodology	Independent registered valuers	June 2017	Observable open market values of similar assets adjusted for condition and comparability at the highest value and best use.
Buildings - specialised	3	Improvements to land valued using cost approach using depreciated replacement cost	Independent registered valuers	June 2017	Improvements to land using construction costs (level 2) and current condition , residual values and remaining useful life assessments (level 3) inputs
<b>(ii) Cost</b>					
<b>Furniture and equipment</b>	3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2019	Purchase costs (Level 2), current condition, residual values and remaining useful life assessments (Level 3) inputs
<b>Plant and equipment</b>	2/3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2019	Purchase costs (Level 2), current condition, residual values and remaining useful life assessments (Level 3) inputs
<b>Tools</b>	3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2019	Purchase costs (Level 2), current condition, residual values and remaining useful life assessments (Level 3) inputs

Following a change to Local Government (Financial Management) Regulation 17A, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change was effective from 1 July 2019 and represented a change in accounting policy. Revaluations carried out previously were not reversed as it was deemed fair value approximated cost at the date of change.

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9. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - roads \$	Infrastructure - kerbing \$	Infrastructure - drainage \$	Infrastructure - bridges \$	Infrastructure - footpaths \$	Infrastructure - parks \$	Infrastructure - other \$	Total Infrastructure \$
<b>Balance at 1 July 2019</b>	102,256,112	2,524,903	13,601,426	5,308,348	1,127,496	569,651	6,143,554	131,531,490
Additions	1,374,124	59,748	66,279	0	0	0	580,684	2,080,835
Depreciation (expense)	(1,348,217)	(105,150)	(281,669)	(53,619)	(38,754)	(23,253)	(340,310)	(2,190,972)
<b>Balance at 30 June 2020</b>	102,282,019	2,479,501	13,386,036	5,254,729	1,088,742	546,398	6,383,928	131,421,353
<b>Comprises:</b>								
Gross balance at 30 June 2020	104,944,478	2,688,499	14,149,673	5,361,968	1,163,791	586,198	8,013,424	136,908,031
Accumulated depreciation at 30 June 2020	(2,662,459)	(208,998)	(763,637)	(107,239)	(75,049)	(39,800)	(1,629,496)	(5,486,679)
<b>Balance at 30 June 2020</b>	102,282,019	2,479,501	13,386,036	5,254,729	1,088,742	546,398	6,383,928	131,421,353
Additions	1,035,383	56,135	6,346	0	34,949	891,802	286,503	2,311,118
(Disposals)	0	0	0	0	0	0	(16,150)	(16,150)
Depreciation (expense)	(1,392,594)	(107,540)	(282,993)	(53,620)	(38,753)	(23,254)	(333,253)	(2,232,007)
<b>Balance at 30 June 2021</b>	101,924,808	2,428,096	13,109,389	5,201,109	1,084,938	1,414,946	6,321,028	131,484,314
<b>Comprises:</b>								
Gross balance at 30 June 2021	105,979,862	2,744,634	14,156,019	5,361,968	1,198,741	1,478,000	8,280,928	139,200,152
Accumulated depreciation at 30 June 2021	(4,055,054)	(316,538)	(1,046,630)	(160,859)	(113,803)	(63,054)	(1,959,900)	(7,715,838)
<b>Balance at 30 June 2021</b>	101,924,808	2,428,096	13,109,389	5,201,109	1,084,938	1,414,946	6,321,028	131,484,314

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9. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

(i) Fair Value	Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
	Infrastructure - roads	3	Cost Approach using depreciated replacement cost	Management valuation	June 2018	Construction costs (Level 2) and current condition , residual values and remaining useful life assessments (Level 3) inputs
	Infrastructure - kerbing	3	Cost Approach using depreciated replacement cost	Management valuation	June 2018	Construction costs (Level 2) and current condition , residual values and remaining useful life assessments (Level 3) inputs
	Infrastructure - drainage	3	Cost Approach using depreciated replacement cost	Management valuation	June 2018	Construction costs (Level 2) and current condition , residual values and remaining useful life assessments (Level 3) inputs
	Infrastructure - bridges	3	Cost Approach using depreciated replacement cost	Management valuation	June 2018	Construction costs (Level 2) and current condition , residual values and remaining useful life assessments (Level 3) inputs
	Infrastructure - footpaths	3	Cost Approach using depreciated replacement cost	Management valuation	June 2018	Construction costs (Level 2) and current condition , residual values and remaining useful life assessments (Level 3) inputs
	Infrastructure - parks	3	Approach using depreciated replacement cost	registered valuers/Management	June 2018	Construction costs (Level 2) and current condition , residual values and remaining useful life assessments (Level 3) inputs
	Infrastructure - other	3	Approach using depreciated replacement cost	registered valuers/Management	June 2018	Construction costs (Level 2) and current condition , residual values and remaining useful life assessments (Level 3) inputs

10. FIXED ASSETS

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between mandatory revaluation dates

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Shire.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY  
Revaluation (Continued)

At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under roads from 1 July 2019

As a result of amendments to the *Local Government (Financial Management) Regulations 1996*, effective from 1 July 2019, vested land, including land under roads, is treated as right-of-use assets measured at zero cost. Therefore, the previous inconsistency with AASB 1051 in respect of non-recognition of land under roads acquired on or after 1 July 2008 has been removed, even though measurement at zero cost means that land under roads is still not included in the statement of financial position.

Vested improvements from 1 July 2019

The measurement of vested improvements at fair value in accordance with *Local Government (Financial Management) Regulation 17A(2)(iv)* is a departure from AASB 16 which would have required the Shire to measure the vested improvements as part of the related right-of-use assets at zero cost.

Refer to Note 10 that details the significant accounting policies applying to leases (including right-of-use assets).

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**10. FIXED ASSETS**

**(a) Disposals of Assets**

	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss	2021 Budget Net Book Value	2021 Budget Sale Proceeds	2021 Budget Profit	2021 Budget Loss	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land - freehold land	23,000	46,363	23,363	0	0	0	0	0	0	0	0	0
Buildings - specialised	232,980	0	0	(232,980)	0	0	0	0	0	0	0	0
Plant and equipment	148,977	129,818	6,291	(25,450)	186,723	128,080	1,546	(60,189)	451,647	341,473	20,145	(130,319)
Infrastructure - other	16,150	0	0	(16,150)	0	0	0	0	0	0	0	0
	421,107	176,181	29,654	(274,580)	186,723	128,080	1,546	(60,189)	451,647	341,473	20,145	(130,319)

The following assets were disposed of during the year.

	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss
	\$	\$	\$	\$
<b>Plant and Equipment</b>				
<b>Governance</b>				
HOLDEN TRAILBLAZER LTZ 2019	25,600	30,091	4,491	0
<b>Transport</b>				
FFR Isuzu Short tip Truck	51,337	27,727	0	(23,610)
CAT LOADER	42,000	42,000	0	0
HOLDEN COLORADO 4X4	22,200	24,000	1,800	0
PANTHER 1800 MOWER	7,840	6,000	0	(1,840)
	148,977	129,818	6,291	(25,450)
<b>Land</b>				
<b>Housing</b>				
LOT 101 ALBANY HIGHWAY	23,000	46,363	23,363	0
	23,000	46,363	23,363	0
<b>Buildings - Specialised</b>				
<b>Education &amp; Welfare</b>				
OCCASIONAL DAY CARE ELVERD ST	148,500	0	0	(148,500)
<b>Recreation &amp; Culture</b>				
CHANGERUP HALL	72,000	0	0	(72,000)
SCOUT HALL	12,480	0	0	(12,480)
	232,980	0	0	(232,980)
<b>Infrastructure - Other</b>				
<b>Program</b>				
SPRING ST CAR PARK SUB BASE	16,150	0	0	(16,150)
	16,150	0	0	(16,150)
	421,107	176,181	29,654	(274,580)

**SHIRE OF KOJONUP**  
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**10. FIXED ASSETS**

**(b) Depreciation**

	<b>2021 Actual</b>	<b>2021 Budget</b>	<b>2020 Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Buildings - non-specialised	258,290	200,000	178,989
Buildings - specialised	468,446	445,000	453,400
Furniture and equipment	15,293	10,800	15,265
Plant and equipment	468,134	480,000	501,531
Tools	1,409	1,000	1,443
Infrastructure - roads	1,392,594	1,345,000	1,348,217
Infrastructure - kerbing	107,540	100,000	105,150
Infrastructure - drainage	282,993	280,000	281,669
Infrastructure - bridges	53,620	53,500	53,619
Infrastructure - footpaths	38,753	40,000	38,754
Infrastructure - parks	23,254	23,000	23,253
Infrastructure - other	333,253	331,928	340,310
	<b>3,443,579</b>	<b>3,310,228</b>	<b>3,341,600</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Depreciation**

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

**Depreciation rates**

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

<b>Asset Class</b>	<b>Useful life</b>
Buildings - non-specialised	30 to 50 years
Buildings - specialised	30 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Tools	4 to 10 years
Infrastructure - roads and streets	12 to 50 years
Infrastructure - kerbing	12 to 50 years
Infrastructure - drainage	20 to 50 years
Infrastructure - bridges	20 to 50 years
Infrastructure - footpaths	20 to 50 years
Infrastructure - parks	20 to 100 years
Infrastructure - other	20 to 100 years

**Depreciation on revaluation**

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following way:  
(a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or

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**11. REVALUATION SURPLUS**

	2021 Opening Balance	2021 Change in Accounting Policy	2021 Revaluation Increment	2021 Revaluation (Decrement)	2021 Total Movement on Revaluation	2021 Closing Balance	2020 Opening Balance	2020 Change in Accounting Policy	2020 Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$
Revaluation surplus - Land & Buildings	13,433,197	0	0	0	0	13,433,197	13,442,197	(9,000)	13,433,197
Revaluation surplus - Furniture and equipment	77,021	0	0	0	0	77,021	77,021	0	77,021
Revaluation surplus - Plant and equipment	497,970	0	0	0	0	497,970	497,970	0	497,970
Revaluation surplus - Infrastructure - roads	70,905,293	0	0	0	0	70,905,293	70,905,293	0	70,905,293
Revaluation surplus - Infrastructure - other	8,917,853	0	0	0	0	8,917,853	8,917,853	0	8,917,853
	93,831,334	0	0	0	0	93,831,334	93,840,334	(9,000)	93,831,334



**SHIRE OF KOJONUP**  
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**12. TRADE AND OTHER PAYABLES**

**Current**

Sundry creditors	
Prepaid rates	
Accrued salaries and wages	
Accrued interest on long term borrowings	
Springhaven accommodation bonds	
Accrued expenses	

**Non-current**

Refundable deposits - Springhaven	
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2021	2020
\$	\$
742,754	1,170,495
51,364	54,748
92,699	80,540
13,069	15,544
2,047,145	2,078,387
9,706	0
2,956,737	3,399,714
640	640
640	640

**SIGNIFICANT ACCOUNTING POLICIES**

**Trade and other payables**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition

**Prepaid rates**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

13. CONTRACT LIABILITIES

Current  
Contract liabilities

Performance obligations for each type of liability are expected to be recognised as revenue in accordance with the following time bands:

Less than 1 year

2021	2020
\$	\$
327,096	858,555
	Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity
Contract liabilities	
\$	\$
327,096	0

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

With respect to transfers for recognisable non-financial assets, contract liabilities represent performance obligations which are not yet satisfied.

Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity

Grant liabilities represent the the Shire's performance obligations to construct recognisable non-financial assets to identified specifications which are yet to be satisfied.

Grant liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Service concession liabilities

Service concession liabilities relate to the grant of right to an operator in respect of an asset controlled by the Shire. They represent the unearned revenue related to the grant of right, and is recognised as revenue according to the economic substance of the service concession arrangement.

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14. INFORMATION ON BORROWINGS

	2021	2020
(a) Borrowings	\$	\$
Current	231,147	224,096
Non-current	2,686,909	2,663,057
	2,918,056	2,887,153

(b) Repayments - Borrowings

Particulars	Loan Number	Institution	Interest Rate	30 June 2021				30 June 2021				30 June 2021				30 June 2021				30 June 2020				30 June 2020				30 June 2020			
				Actual Principal 1 July 2020	Actual New Loans	Actual repayments	Actual Interest	Budget Principal 1 July 2020	Budget New Loans	Budget repayments	Budget Interest	Actual Principal 1 July 2020	Actual New Loans	Actual repayments	Actual Interest	Budget Principal 1 July 2020	Budget New Loans	Budget repayments	Budget Interest	Actual Principal 1 July 2019	Actual New Loans	Actual repayments	Actual Interest	Budget Principal 1 July 2019	Budget New Loans	Budget repayments	Budget Interest	Actual Principal 1 July 2019	Actual New Loans	Actual repayments	Actual Interest
<b>Health</b>				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
Medical Centre Donation	137	WATC	1.73%	140,000	0	(8,072)	(2,338)	131,928	0	(8,072)	(2,579)	131,928	0	(8,072)	(2,579)	0	140,000	0	(1,016)	(1,016)	0	140,000	0	(1,016)	0	(1,016)	0	(1,016)	0	(1,016)	
<b>Housing</b>																															
Begg Street unit	135	WATC*	3.07%	82,361	0	(9,231)	(2,451)	73,130	0	(9,231)	(2,458)	73,129	0	(9,231)	(2,458)	91,315	0	(8,954)	(2,728)	82,361	0	(8,954)	(2,728)	91,315	0	(8,954)	(2,728)	82,361	0	(8,954)	
GROH Housing - GSHI	138	WATC*	1.44%	1,150,000	0	(106,544)	(15,643)	1,043,456	0	(106,544)	(17,488)	1,043,456	0	(106,544)	(17,488)	0	1,150,000	0	(6,950)	(6,950)	1,150,000	0	(6,950)	(6,950)	0	(6,950)	0	(6,950)	0	(6,950)	
Aged Units - GSHI	139	WATC*	1.17%	50,000	0	(9,731)	(517)	40,269	0	(9,731)	(603)	40,269	0	(9,731)	(603)	0	50,000	0	(246)	(246)	50,000	0	(246)	(246)	0	(246)	0	(246)	0	(246)	
Staff Housing - GSHI	140	WATC*	1.73%	970,000	0	(55,929)	(16,199)	914,071	0	(55,929)	(17,866)	914,071	0	(55,929)	(17,866)	0	970,000	0	(7,043)	(7,043)	970,000	0	(7,043)	(7,043)	0	(7,043)	0	(7,043)	0	(7,043)	
<b>Recreation and culture</b>																															
Sports Complex	134	WATC*	4.94%	247,777	0	(15,566)	(12,046)	232,211	0	(15,566)	(12,050)	232,212	0	(15,566)	(12,050)	262,601	0	(14,824)	(6,125)	247,777	0	(14,824)	(6,125)	262,601	0	(14,824)	(6,125)	247,777	0	(14,824)	
Sports Complex Retaining Wall	136	WATC*	1.99%	90,867	0	(9,315)	(1,747)	81,552	0	(9,315)	(1,762)	81,552	0	(9,315)	(1,762)	100,000	0	(9,133)	(1,930)	90,867	0	(9,133)	(1,930)	100,000	0	(9,133)	(1,930)	90,867	0	(9,133)	
Oval Lighting	142	WATC*	1.45%	0	255,000	0	(647)	255,000	255,000	0	0	255,000	0	255,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Netball Courts & Roof		WATC*		0	0	0	0	0	1,595,000	0	0	1,595,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Transport</b>																															
Airstrip Lighting	141	WATC*	1.51%	156,148	0	(9,709)	(2,272)	146,439	0	(9,709)	(1,528)	146,800	0	(9,348)	(1,528)	0	156,148	0	(7)	(7)	156,148	0	(7)	(7)	0	(7)	0	(7)	0	(7)	
<b>Economic services</b>																															
Land development		WATC*		0	0	0	0	0	200,000	0	0	200,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
				2,887,153	255,000	(224,097)	(53,860)	2,918,056	2,918,056	(223,736)	(56,336)	4,713,417	2,050,000	(223,736)	(56,336)	453,916	2,466,148	(32,911)	(26,045)	2,887,153	2,466,148	(32,911)	(26,045)	453,916	2,466,148	(32,911)	(26,045)	2,887,153	2,466,148	(32,911)	(26,045)
				2,887,153	255,000	(224,097)	(53,860)	2,918,056	2,887,153	(223,736)	(56,336)	4,713,417	2,050,000	(223,736)	(56,336)	453,916	2,466,148	(32,911)	(26,045)	2,887,153	2,466,148	(32,911)	(26,045)	453,916	2,466,148	(32,911)	(26,045)	2,887,153	2,466,148	(32,911)	(26,045)

\* WA Treasury Corporation

**SHIRE OF KOJONUP**  
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**14. INFORMATION ON BORROWINGS (Continued)**

**(c) New Borrowings - 2020/21**

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate	Amount Borrowed		Amount (Used)		Total Interest & Charges	Actual Balance Unspent
					2021 Actual	2021 Budget	2021 Actual	2021 Budget		
Oval Lighting	WATC*	Debenture	10	1.45%	\$ 255,000	\$ 255,000	\$ 255,000	\$ 255,000	\$ 19,856	\$ 0
* WA Treasury Corporation					255,000	255,000	255,000	255,000	19,856	0

**(d) Unspent Borrowings**

		Unspent Balance	Borrowed During Year	Expended During Year	Unspent Balance	
Particulars	Date Borrowed	1 July 2020			30 June 2021	
		\$	\$	\$	\$	
Oval Lighting	WATC*	28/04/2021	0	255,000	(122,517)	132,483
* WA Treasury Corporation			0	255,000	(122,517)	132,483

**(e) Undrawn Borrowing Facilities**

**Credit Standby Arrangements**

	2021	2020
	\$	\$
Bank overdraft limit	200,000	200,000
Bank overdraft at balance date	0	0
Credit card limit	30,000	25,000
Credit card balance at balance date	(655)	0
<b>Total amount of credit unused</b>	<b>229,345</b>	<b>225,000</b>

**Loan facilities**

Loan facilities - current	231,147	224,096
Loan facilities - non-current	2,686,909	2,663,057
<b>Total facilities in use at balance date</b>	<b>2,918,056</b>	<b>2,887,153</b>

**Unused loan facilities at balance date**

132,483	NIL
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**SIGNIFICANT ACCOUNTING POLICIES**

**Financial liabilities**

Financial liabilities are recognised at fair value when the Shire becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**Borrowing costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

**Risk**

Information regarding exposure to risk can be found at Note 25.

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**15. EMPLOYEE RELATED PROVISIONS**

**(a) Employee Related Provisions**

**Opening balance at 1 July 2020**

Current provisions

Non-current provisions

Additional provision

Amounts used

**Balance at 30 June 2021**

**Comprises**

Current

Non-current

	Provision for Annual Leave \$	Provision for Long Service Leave \$	Total \$
Opening balance at 1 July 2020			
Current provisions	376,209	265,638	641,847
Non-current provisions	0	164,046	164,046
	376,209	429,684	805,893
Additional provision	286,473	152,057	438,530
Amounts used	(294,578)	(108,558)	(403,136)
Balance at 30 June 2021	368,104	473,183	841,287
Comprises			
Current	368,104	346,977	715,081
Non-current	0	126,206	126,206
	368,104	473,183	841,287

**Amounts are expected to be settled on the following basis:**

Less than 12 months after the reporting date

More than 12 months from reporting date

Expected reimbursements from other WA local governments

	2021 \$	2020 \$
Less than 12 months after the reporting date	355,276	408,674
More than 12 months from reporting date	486,011	388,977
Expected reimbursements from other WA local governments	0	8,242
	841,287	805,893

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees.

Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

**SIGNIFICANT ACCOUNTING POLICIES**

**Employee benefits**

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

**Short-term employee benefits**

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

**Other long-term employee benefits**

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

**Other long-term employee benefits (Continued)**

rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**Provisions**

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

## 16. NOTES TO THE STATEMENT OF CASH FLOWS

### Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2021 Actual \$	2021 Budget \$	2020 Actual \$
Cash and cash equivalents	3,958,480	3,288,232	4,272,596
<b>Reconciliation of Net Cash Provided By Operating Activities to Net Result</b>			
Net result	1,195,272	2,798,968	321,063
Non-cash flows in Net result:			
Adjustments to fair value of financial assets at fair value through profit and loss	(3,232)	0	(11,687)
Depreciation on non-current assets	3,443,579	3,310,228	3,341,600
(Profit)/loss on sale of asset	244,926	58,643	110,174
Changes in assets and liabilities:			
(Increase)/decrease in receivables	(1,220)	965,180	922,978
(Increase)/decrease in inventories	(19,353)	15,962	(11,954)
(Increase)/decrease in contract assets	(229,308)	0	0
Increase/(decrease) in payables	(442,977)	(1,385,445)	(1,093,261)
Increase/(decrease) in employee provisions	35,394	0	8,444
Increase/(decrease) in other liabilities	(531,459)	0	858,555
Non-operating grants, subsidies and contributions	(2,860,648)	(4,719,789)	(2,310,510)
Net cash from operating activities	830,974	1,043,747	2,135,402

## 17. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2021	2020
	\$	\$
Governance	1,818,244	1,824,394
General purpose funding	420,797	151,731
Law, order, public safety	455,867	433,759
Health	190,440	199,180
Education and welfare	1,014,356	1,193,143
Housing	16,423,523	16,522,436
Community amenities	765,461	720,178
Recreation and culture	13,680,064	12,844,226
Transport	129,736,963	130,474,832
Economic services	5,346,923	5,563,379
Other property and services	3,274,967	2,913,214
	173,127,605	172,840,472



## 18. CONTINGENT LIABILITIES

The Shire is not aware of any reportable contingent liabilities as at the reporting date.

SHIRE OF KOJONUP  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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## 19. CAPITAL COMMITMENTS

### (a) Capital Expenditure Commitments

	2021	2020
	\$	\$
Contracted for:		
- capital expenditure projects	118,737	421,219
Payable:		
- not later than one year	118,737	421,219

The capital expenditure commitments for 2020 relate to building construction works as follows:

Key Worker Housing - 26 Katanning road	59,847	188,013
Key Worker Housing - 28 Katanning road	58,890	0
Key Worker Housing - 8 Newton Street	0	38,153
Independent Living Units - Soldiers Road	0	9,222
Government Regional Officers Housing	0	185,831
	<u>118,737</u>	<u>421,219</u>

## 20. ELECTED MEMBERS REMUNERATION

	2021 Actual \$	2021 Budget \$	2020 Actual \$
<b>Elected member Cr Benn</b>			
President's annual allowance	27,718	27,720	19,996
Meeting attendance fees	19,007	19,075	18,043
Annual allowance for ICT expenses	3,000	3,000	2,250
Travel and accommodation expenses	0	0	197
	49,725	49,795	40,486
<b>Elected member CR Radford</b>			
Deputy President's annual allowance	6,929	6,930	5,180
Meeting attendance fees	12,276	12,275	12,245
Annual allowance for ICT expenses	3,000	3,000	4,732
	22,205	22,205	22,157
<b>Elected member Cr Fleay</b>			
President's annual allowance	0	0	7,653
Meeting attendance fees	12,275	12,275	13,911
Annual allowance for ICT expenses	3,000	3,000	3,187
Travel and accommodation expenses	75	100	365
	15,350	15,375	25,116
<b>Elected member Cr S Pedler</b>			
Meeting attendance fees	13,025	12,275	12,245
Annual allowance for ICT expenses	2,250	3,000	3,000
	15,275	15,275	15,245
<b>Elected member Cr Gale</b>			
Meeting attendance fees	13,025	12,275	8,695
Annual allowance for ICT expenses	2,250	3,000	2,125
Travel and accommodation expenses	534	600	61
	15,809	15,875	10,881
<b>Elected member Cr Webb</b>			
Meeting attendance fees	12,275	12,275	8,695
Annual allowance for ICT expenses	3,000	3,000	2,125
	15,275	15,275	10,820
<b>Elected member Cr Wierenga</b>			
Meeting attendance fees	13,025	12,275	8,695
Annual allowance for ICT expenses	2,250	3,000	2,125
	15,275	15,275	10,820
<b>Elected member Cr Singh</b>			
Meeting attendance fees	13,025	12,275	8,695
Annual allowance for ICT expenses	2,250	3,000	2,125
	15,275	15,275	10,820
<b>Elected member Cr Hobbs</b>			
Meeting attendance fees	0	0	3,633
Annual allowance for ICT expenses	0	0	896
	0	0	4,529

## 20. ELECTED MEMBERS REMUNERATION

	2021 Actual \$	2021 Budget \$	2020 Actual \$
<b>Elected member Cr I Pedler</b>			
Meeting attendance fees	0	0	3,633
Annual allowance for ICT expenses	0	0	897
	0	0	4,530
<b>Elected member Cr Warland</b>			
Meeting attendance fees	0	0	3,633
Annual allowance for ICT expenses	0	0	897
	0	0	4,530
<b>Elected member Cr Mathwin</b>			
Meeting attendance fees	0	0	3,633
Annual allowance for ICT expenses	0	0	897
	0	0	4,530
	164,189	164,350	164,464
Fees, expenses and allowances to be paid or reimbursed to elected council members.			
President's allowance	27,718	27,720	27,649
Deputy President's allowance	6,929	6,930	5,180
Meeting attendance fees	107,933	105,000	105,756
Annual allowance for ICT expenses	21,000	24,000	25,256
Travel and accommodation expenses	609	700	623
	164,189	164,350	164,464

**SHIRE OF KOJONUP**  
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**21. RELATED PARTY TRANSACTIONS**

**Key Management Personnel (KMP) Compensation Disclosure**

The total of remuneration paid to KMP of the Shire during the year are as follows:

	<b>2021</b> <b>Actual</b> \$	<b>2020</b> <b>Actual</b> \$
Short-term employee benefits	592,380	558,576
Post-employment benefits	73,664	86,369
Other long-term benefits	71,891	66,370
	<b>737,935</b>	<b>711,315</b>

*Short-term employee benefits*

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

*Post-employment benefits*

These amounts are the current-year's estimated cost of providing for the Shire's superannuation contributions made during the year.

*Other long-term benefits*

These amounts represent long service benefits accruing during the year.

21. RELATED PARTY TRANSACTIONS (Continued)

Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

The following transactions occurred with related parties:	2021 Actual	2020 Actual
	\$	\$
Purchase of goods and services	258,433	211,789
Short term employee benefits -other related parties	3,170	6,074

Related Parties

The Shire's main related parties are as follows:

- i. Key management personnel*  
Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.
- ii. Other Related Parties*  
An associate person of KMP was employed by the Shire under normal employment terms and conditions.  
  
Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Shire.
- iii. Entities subject to significant influence by the Shire*  
An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

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## 22. INVESTMENT IN ASSOCIATE AND JOINT ARRANGEMENTS

	2021	2020
	\$	\$
(a) Balance of investment in associate		
In 1998/99, the Shire in conjunction with Homeswest, constructed 2 units for low income residents in the Kojonup townsite. In 2002 an additional 3 units were constructed. The Shire's interest in these units is as follows:		
5A and 5B Vanzuilecom Street (2 x 2 Bedroom Units) - 18.20%		
2,4 and 6 Elverd Street (2 x 2 Bedroom Units & 1x3 bedroom Unit) - 20.65%		
Non current assets	174,678	178,462
Net increase/(decrease) in share of associate entity's net assets	(3,784)	(1,771)

## SIGNIFICANT ACCOUNTING POLICIES

## Interests in joint arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint arrangements providing joint ventures with an interest in net assets are classified as a joint venture and accounted for using the equity method. The equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Shire's share of net assets of the associate. In addition, the Shire's share of the profit or loss of the associate is included in the Shire's profit or loss.

### Interests in joint arrangements (Continued)

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements.





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23. RATING INFORMATION (Continued)

(b) Discounts, Incentives, Concessions, & Write-offs

Rates Discounts

Rate or Fee Discount Granted	Discount	Discount	2021 Actual	2021 Budget	2020 Actual	Circumstances in which Discount is Granted
General rates	%	\$	\$	\$	\$	
	2.50%	0	0	0	61,985	Payment of full rates amount owing including all arrears, received on or before 4:30pm, 9 August 2019, or 14 days after the date of service of the rate notice, whichever is the later.
		0	0	0	61,985	
<b>Waivers or Concessions</b>						
Rate or Fee and Charge to which the Waiver or Concession is Granted	Type	Discount	2021 Actual	2021 Budget	2020 Actual	
Property Rates	Concession	%	\$	\$	\$	
General Rates - small balances	Write-off	100.00%	720	720	0	
			149	0	97	
			869	720	97	
Total discounts/concessions (Note 23(a))			869	720	62,082	

Rate or Fee and Charge to which the Waiver or Concession is Granted	Circumstances in which the Waiver or Concession is Granted and to whom it was available	Objects of the Waiver or Concession	Reasons for the Waiver or Concession
Property Rates	Specific Council decisions	Waive rates for community medical centre	To waive the rates applicable to the Community Medical Centre at Lots 2 and 3 Spring Rd, Kojonup.

## 23. RATING INFORMATION (Continued)

### (b) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
<b>Option One</b>				
Single full payment	3/09/2020	0.00	0.00%	8.00%
<b>Option Two</b>				
First instalment	3/09/2020	0.00	0.00%	8.00%
Second instalment	8/01/2021	9.00	5.50%	8.00%
<b>Option Three</b>				
First instalment	3/09/2020	0.00	0.00%	8.00%
Second instalment	4/11/2020	9.00	5.50%	8.00%
Third instalment	8/01/2021	9.00	5.50%	8.00%
Fourth instalment	12/03/2021	9.00	5.50%	8.00%

	2021 Actual \$	2021 Budget \$	2020 Actual \$
Interest on unpaid rates	30,133	30,000	33,917
Interest on instalment plan	10,175	9,000	9,550
Charges on instalment plan	3,888	4,200	4,185
	44,196	43,200	47,652

SHIRE OF KOJONUP  
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24. RATE SETTING STATEMENT INFORMATION

		2020/21 Budget	2020/21	2019/20
	2020/21 (30 June 2021 Carried Forward)	(30 June 2021 Carried Forward)	(1 July 2020 Brought Forward)	(30 June 2020 Carried Forward)
Note	\$	\$	\$	\$
<b>(a) Non-cash amounts excluded from operating activities</b>				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	10(a)	(29,654)	(1,546)	(20,146)
Less: Fair value adjustments to financial assets at fair value through profit and loss		(3,232)	0	(11,687)
Movement in pensioner deferred rates (non-current)		(7,222)	0	(10,518)
Movement in employee benefit provisions (non-current)		(37,840)	0	38,698
Movement in other provisions (current)		39,517	5,978	427,228
Add: Loss on disposal of assets	10(a)	274,580	60,189	130,320
Add: Depreciation on non-current assets	10(b)	3,443,579	3,310,228	3,341,600
<b>Non cash amounts excluded from operating activities</b>		3,679,728	3,374,849	3,895,495
<b>(b) Surplus/(deficit) after imposition of general rates</b>				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
<b>Adjustments to net current assets</b>				
Less: Reserves - cash backed	4	(3,539,179)	(3,137,593)	(3,489,904)
Less: Current assets not expected to be received at end of year				
- Land held for resale	7	(192,966)	(423,799)	(183,799)
- Provision for doubtful debts		1,142	3,142	1,142
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	14(a)	231,147	1,600,361	224,096
- Accrued interest on loans		13,070	15,544	15,544
- Springhaven Lodge bonds		2,047,145	2,078,388	2,078,388
- Springhaven Unit bonds			251	
- Employee benefit provisions		715,081	641,847	641,847
<b>Total adjustments to net current assets</b>		(724,560)	778,141	(712,686)
<b>Net current assets used in the Rate Setting Statement</b>				
Total current assets		5,988,101	4,351,890	6,050,391
Less: Total current liabilities		(4,230,061)	(5,130,031)	(5,124,212)
Less: Total adjustments to net current assets		(724,560)	778,141	(712,686)
<b>Net current assets used in the Rate Setting Statement</b>		1,033,480	0	213,493

## 25. FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
<b>Market risk - interest rate</b>	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
<b>Credit risk</b>	Cash and cash equivalents, trade receivables, financial assets and	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
<b>Liquidity risk</b>	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

### (a) Interest rate risk

#### Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate %	Carrying Amounts \$	Fixed Interest Rate \$	Variable Interest Rate \$	Non Interest Bearing \$
<b>2021</b>					
Cash and cash equivalents	0.17%	3,958,480	0	3,957,940	540
<b>2020</b>					
Cash and cash equivalents	1.29%	4,272,596	3,489,904	782,692	0

#### Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2021 \$	2020 \$
Impact of a 1% movement in interest rates on profit and loss and equity*	39,585	7,827

\* Holding all other variables constant

#### Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 14(b).

## 25. FINANCIAL RISK MANAGEMENT (Continued)

### (b) Credit risk

#### *Trade and Other Receivables*

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. Whilst the Shire was historically able to charge interest on overdue rates and annual charges at higher than market rates, which further encourage payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2020 or 1 July 2021 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables.

The loss allowance as at 30 June 2021 and 30 June 2020 for rates receivable was determined as follows:  
No expected credit loss was forecast on 30 June 2020 or 30 June 2021 for rates receivable as penalty interest applies to unpaid rates and properties associated with unpaid rates may be disposed of to recover debts.

	Current	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
<b>30 June 2021</b>					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	175,249	94,609	72,402	163,738	505,998
<b>30 June 2020</b>					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	59,292	155,016	73,183	163,851	451,342

As at 30 June 2021 and 30 June 2020 no expected credit loss was determined for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2021</b>					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	223,309	19,638	3,376	86,708	333,031
<b>30 June 2020</b>					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	218,360	14,506	6,942	47,441	287,249

## 25. FINANCIAL RISK MANAGEMENT (Continued)

### (c) Liquidity risk

#### Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 14(e).

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<b>2021</b>					
Payables	2,956,737	0	0	2,956,737	2,956,737
Borrowings	308,716	1,226,534	1,718,182	3,253,432	2,918,056
	3,265,453	1,226,534	1,718,182	6,210,169	5,874,793
<b>2020</b>					
Payables	3,399,714	0	0	3,399,714	3,399,714
Borrowings	280,431	1,124,914	1,851,636	3,256,981	2,887,153
	3,680,145	1,124,914	1,851,636	6,656,695	6,286,867

## 26. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

The Shire did not have any events occurring after the reporting date that have a significant effect on the financial statements.



**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**27. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS**

During the year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

**(a) AASB 1059 Service Concession Arrangements: Grantors**

Service concession assets are those assets where a third-party operator constructs assets for the Shire, upgrades existing assets of the Shire or uses existing assets of the Shire to operate and maintain the assets to provide a public service, for a specified period of time. Where, in these circumstances, the third-party operator provides a public service on behalf of the Shire and is deemed to manage at least some of the services under its own discretion, the assets are classified as service concession assets. Newly constructed or upgraded assets are measured at current replacement cost in accordance with the cost approach to fair value in AASB 13 Fair Value Measurement. In the case of existing assets, these are reclassified and treated in the same manner with any difference at the date of reclassification between the carrying amount of the assets and their fair value (current replacement cost) being treated as if it is a revaluation of the asset.

Subsequent to initial recognition or reclassification, service concession assets are accounted for by depreciating or amortising in accordance with 116 Property, Plant and Equipment or AASB 138 Intangible Assets. Where appropriate, any impairment is recognised in accordance with AASB 136 Impairment of Assets.

At the end of the term of any service concession arrangement, the Shire will reclassify the service concession asset based on its nature or function, and account for it in accordance with the accounting standards and policies applicable to the relevant asset classification.

Where the Shire recognises a service concession asset in relation to a newly constructed or upgraded asset, it also recognises a liability. This liability is initially measured at the same amount as the service concession asset, adjusted by the amount of any other consideration provided by the Shire to the third-party operator or from the third-party operator to the Shire.

The Shire does not recognise a liability in the circumstances where an existing asset of the Shire is reclassified as a service concession asset except in circumstances where additional consideration is provided by the third-party operator.

Subsequent to initial recognition, the Shire accounts for the liability as an unearned portion of the revenue arising from the exchange of assets with the third-party operator and reduces the liability according to the economic substance of the service concession arrangement.

The Shire adopted AASB 1059 Service Concession Arrangements: Grantors (issued December 2014) on 1 July 2020 resulting in changes to accounting policies. In accordance with the transition provisions of AASB 1059, the Shire adopted the new rules retrospectively by recognising and measuring service concession assets and related liabilities on 1 July 2020.

The review conducted identified no service concession arrangements applicable to the Shire's activities and as such no adjustments have been recognised in the statement of financial position at the date of initial application (1 July 2020).

SHIRE OF KOJONUP  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2021

28. OTHER SIGNIFICANT ACCOUNTING POLICIES

**a) Goods and services tax (GST)**  
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**b) Current and non-current classification**  
The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

**c) Rounding off figures**  
All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

**d) Comparative figures**  
Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

**e) Budget comparative figures**  
Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**f) Superannuation**  
The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

**g) Fair value of assets and liabilities**  
Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

**h) Fair value hierarchy**  
AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**  
Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**  
Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**  
Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

**Valuation techniques**  
The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

**Market approach**  
Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**  
Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**  
Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

**i) Impairment of assets**  
In accordance with Australian Accounting Standards the Shire's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regularity to ensure the carrying value does not differ materially from that which would be determined using fair value at the end of the reporting period.

**SHIRE OF KOJONUP**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**29. ACTIVITIES/PROGRAMS**

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

<b>PROGRAM NAME AND OBJECTIVES</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b> To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the council for the provision of governance for the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
<b>GENERAL PURPOSE FUNDING</b> To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b> To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
<b>HEALTH</b> To provide an operational framework for environmental and community health.	Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.
<b>EDUCATION AND WELFARE</b> To provide services to disadvantaged persons, the elderly, children and youth.	Maintenance of pre-school facilities.
<b>HOUSING</b> To provide and maintain staff and elderly residents housing.	Provision and maintenance of staff housing and Springhaven Lodge.
<b>COMMUNITY AMENITIES</b> To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
<b>RECREATION AND CULTURE</b> To establish and effectively manage infrastructure and resource which will help the social well being of the community.	Maintenance of public halls, civic centres, swimming pool, recreation centre and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.
<b>TRANSPORT</b> To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, footpaths, depots, cycleways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting, etc.
<b>ECONOMIC SERVICES</b> To help promote the shire and its economic wellbeing.	Tourism and area promotion including the maintenance and operation of The Kodja Place. Provision of rural services including weed control, vermin control and standpipes, building control.
<b>OTHER PROPERTY AND SERVICES</b> To monitor and control council's overheads operating accounts.	Private works operation, plant repair and operation costs and engineering operation costs.

### 30. FINANCIAL RATIOS

	2021 Actual	2020 Actual	2019 Actual
Current ratio	1.28	0.42	1.02
Asset consumption ratio	0.94	0.96	0.97
Asset renewal funding ratio*	N/A	1.00	1.03
Asset sustainability ratio	0.40	0.41	0.38
Debt service cover ratio	4.68	12.59	25.30
Operating surplus ratio	(0.40)	(0.49)	(0.32)
Own source revenue coverage ratio	0.51	0.48	0.52

\* Note: The Asset Renewal Funding Ratio has not been calculated as the Shire's Long Term Financial Plan is outdated.

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$

## SHIRE OF KOJONUP

PERIOD OF AUDIT: 1 JULY 2020 TO 30 JUNE 2021

## FINDINGS IDENTIFIED DURING THE FINAL AUDIT

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
<b>Matters identified during the current year</b>			
1. Asset renewal funding ratio not reported	✓		
2. Bank Reconciliation Reconciling Items		✓	
3. Employee Provisions Calculations		✓	
4. Restricted Cash and cash-backed reserves		✓	
<b>Matters outstanding from the previous year</b>			
5. Payroll Creditors Reconciliation		✓	
6. Emergency Services Levy Receivables		✓	

## KEY TO RATINGS

The Ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating may be reported as a matter of non-compliance in the audit report in the current year, or in a subsequent reporting period if not addressed. However, even if the issue is not likely to impact the audit report, it should be addressed promptly.
- Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- Minor** - Those findings that are not of primary concern but still warrant action being taken.

**SHIRE OF KOJONUP**

**PERIOD OF AUDIT: 1 JULY 2020 TO 30 JUNE 2021**

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**Matters identified during the current year**

**1. Asset renewal funding ratio not reported**

**Finding**

The Asset Renewal Funding Ratio for the year ended 30 June 2021 has not been included in the financial report as required by regulation 50(1)(c) of the Local Government (Financial Management) Regulations 1996.

**Rating: Significant**

**Implication**

The financial report does not comply with regulation 50(1)(c) of the Local Government (Financial Management) Regulations 1996.

**Recommendation**

We recommend that the Shire updates the asset management plan and long-term financial plan as soon as possible in order that asset renewal funding ratio can be calculated based on verifiable information and reasonable assumptions and included in the financial report.

**Management Comment**

*The long-term financial plan will be updated upon completion of a revised Community Strategic plan and Corporate Business Plan.*

**Responsible Person:** Manager Corporate & Community Services  
**Completion Date:** 30 June 2022

## SHIRE OF KOJONUP

PERIOD OF AUDIT: 1 JULY 2020 TO 30 JUNE 2021

## FINDINGS IDENTIFIED DURING THE FINAL AUDIT

**2. Bank Reconciliation Reconciling Items****Finding**

Review of the unrepresented items listing for the municipal account 30 June 2021 bank reconciliation identified a number of reconciling items. These arose due to differences between superannuation payments posted to the general ledger and the actual amounts paid. This was a known issue at the date of our audit visit on 22 November 2021.

**Rating: Moderate****Implication**

The bank reconciliation is an essential accounting control. Mismatched entries in the bank reconciliation can give rise to unrepresented items that can indicate that a liability has been incorrectly calculated, or incorrectly paid.

**Recommendation**

Officers responsible for the approval of payroll should ensure that superannuation payments agree to superannuation liability in the general ledger. Unrepresented items in the listing should be investigated and corrected to clear them from the bank reconciliation.

**Management Comment**

*Agreed. Staff shortages in the Payroll Areas have resulted in this outstanding item carrying forward to future reconciliations.*

**Responsible Person:** Senior Finance Officer  
**Completion Date:** 31 December 2021

## SHIRE OF KOJONUP

PERIOD OF AUDIT: 1 JULY 2020 TO 30 JUNE 2021

## FINDINGS IDENTIFIED DURING THE FINAL AUDIT

**3. Employee Provisions Calculations****Finding**

Audit testing of the calculation of provision for annual and long service leave determined inconsistencies in the pay rates being used to calculate employee entitlements. This included:

- Instances where the pay rate used was from the final pay period for the 2021 financial year. (Pay rate being used was from the first pay period in the 2022 financial year, which differed due to a pay increase.)
- Pay rates being slightly different to that recorded in the payroll system.

Audit recalculation of the provision for employee entitlements using pay rates as recorded in the payroll system noted that the difference was not material.

**Rating: Moderate****Implication**

It is important to ensure that correct pay rates are used when calculating employee entitlements to ensure accuracy in both reporting and record keeping. Use of incorrect pay rates could result in material variances between provisions and the actual liability owing.

**Recommendation**

The Shire should review employee entitlement calculations and update the worksheets to ensure correct data is being used. Regular review of these calculations should also be carried out.

**Management Comment**

*Agreed. 2021/2022 pay rates used will be counter-checked prior to finalising the 2021/2022 Annual Financial Reports*

**Responsible Person:** Manager Corporate & Community Services

**Completion Date:** 30 September 2022



## SHIRE OF KOJONUP

PERIOD OF AUDIT: 1 JULY 2020 TO 30 JUNE 2021

## FINDINGS IDENTIFIED DURING THE FINAL AUDIT

## 4. Restricted Cash

**Finding**

The Shire has recorded a restricted cash balance of \$3,998,758 as at 30 June 2021, which is greater than the Shire's total cash balance of \$3,958,480.

By reporting a restricted cash balance greater than the total available cash at bank balance, this implies that after removing the cash backed reserves balance of \$3,539,179, the Shire does not have sufficient remaining operating funds to meet its current liabilities without dipping into the cash backed reserve balances.

**Rating: Moderate****Implication**

The use of restricted funds to meet operational needs may lead to unauthorised use of funds set aside for a specific purpose and may lead to non-compliance with the relevant conditions and requirements of the various reserve accounts established.

**Recommendation**

The Shire should ensure that sufficient operating cash remains on hand at all times to fund the daily operational activities of the Shire.

Management should review all existing cash backed reserve accounts, including how amounts are determined to be transferred into these reserve accounts, to ensure that there is an appropriate balance between funds held in reserves and remaining operating cash.

**Management Comment**

*Reserve Accounts are held in a separate bank account and therefore cannot be used to fund day-to-day operations. The Shire has an overdraft facility established with its banking institution which is utilised very infrequently. In reality, the management of cash flow via the timing of payments and receipts shows a very different position to a 'snapshot in time', such as the 30 June.*

**Responsible Person:** Senior Finance Officer  
**Completion Date:** Ongoing

**SHIRE OF KOJONUP****PERIOD OF AUDIT: 1 JULY 2020 TO 30 JUNE 2021****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****Matters outstanding from the previous year****5. Payroll Creditor Reconciliation****Initial Finding - 2020**

Payroll Creditors net pay of \$129,902 in the 17 September 2019 pay run had been mis-posted to Transport Licencing Creditors.

The procedures for the fortnightly pay run include a requirement to reconcile the Payroll Creditors and to submit the reconciliation for approval. This error was however not identified during this approval process.

**Finding Status - 2021**

The required correction journal had not been completed at the date of final audit.

**2021 Rating: Moderate** (2020 Rating: Moderate)

**Implication**

Review and approval of fortnightly reconciliations is an essential control to ensure the accuracy of the payroll process. In the absence of a detailed review as part of this process, there is an increased risk that errors or mis-postings may not be identified and rectified.

**Recommendation**

Officers responsible for the approval of monthly reconciliations should ensure that a detailed review of the reconciliations is performed during the process.

**Management Comment - 2020**

*Monthly reconciliations are performed and authorised by a Senior Officer. For the payroll, this includes the 'Payroll Subsidiary Ledger Reconciliation' and 'Payroll Accrued Leave Report'. The payroll creditors and the transport licensing creditors have never been part of this monthly reconciliation process, however, will now be added to the list of monthly reconciliations.*

**Management Comment - 2021**

*Agreed. Management Comment 2020 was made after 30 June 2021 and therefore unable to be corrected in time for the 2020/2021 financial audit.*

**Responsible Person:** Senior Finance Officer  
**Completion Date:** 31 December 2021

**SHIRE OF KOJONUP****PERIOD OF AUDIT: 1 JULY 2020 TO 30 JUNE 2021****FINDINGS IDENTIFIED DURING THE FINAL AUDIT****6. Emergency Services Levy (ESL) Receivables****Initial Finding - 2020**

Audit testing determined that the ESL payable account included receivables totalling \$27,780 at 30 June 2020. This balance has not significantly changed since the prior year. It is difficult to determine whether the entries in this ledger are in fact assets of the Shire.

**Finding Status - 2021**

The account balance has increased to \$38,447 and the required actions appear not to have been undertaken.

**2021 Rating: Moderate** (2020 Rating: Minor)

**Implication**

There is a possibility that these balances may not be collectible, resulting in an understatement of the payables balance in the annual financial report.

**Recommendation**

The Shire should undertake a full investigation of all ESL balances receivable and implement actions to either resolve or correct, as required.

**Management Comment - 2020**

*Agreed. A full reconciliation of account 019B will be undertaken as soon as possible.*

**Management Comment - 2021**

*Agreed. A full reconciliation of account 019B has been undertaken as at October 2021.*

**Responsible Person:** Senior Finance Officer  
**Completion Date:** Completed

# Great Southern Zone of WALGA

## Designated Area Migration Agreement (DAMA)

### Information Paper

<b>Agenda item title</b>	7.2 Designated Area Migration Agreements (DAMA)
<b>Name of Council</b>	Shire of Kojonup
<b>Name of Author</b>	Grant Thompson and Judy Stewart
<b>Zone meeting date</b>	24 June 2022

#### **Background**

##### **Glossary:**

*DAMA – Designated Area Migration Agreement*

*DAR – Designated Area Representative*

*DEPARTMENT – Department of Home Affairs (Australian Federal Government)*

*EMPLOYER – businesses, sponsors, companies, third parties (identified by their Australian Business Number)*

*LMT – Labour Market Testing*

*PR – Permanent Residency*

*SPONSOR – an employer who is responsible for nominating an overseas worker*

The purpose of this report is to present information on Designated Area Migration Agreements (DAMA) to consider the establishment of a DAMA for the Great Southern region, with the vision of attracting skilled and economic migrants to fill areas of demonstrated labour shortage, increase population in the outlying towns and with a view to benefitting local economies by way of population growth (families), increased housing and businesses, and more children for schools.

#### **Comment**

##### **COMMENT**

What is a Designated Area Migration Agreement (DAMA)?

Designated Area Migration Agreements are a formal arrangement between the Commonwealth of Australia and a designated area representative (DAR). A DAR may be a state / territory government or regional body such as Great Southern Development Commission (GSDC) or local government.

A DAMA is generally a formal five year agreement between the Federal Government and a DAR (such as a local government authority acting on behalf of itself and other local governments) that allows employers to sponsor skilled and semi-skilled overseas workers to fill positions that an employer is unable to fill with Australian workers.

A DAR is responsible for the management and administration of a DAMA programme and endorses (by way of an endorsement letter) an *employer's* application for a DAMA *Labour Agreement* with the Australian Government (once the employer has satisfied the DAMA's terms and conditions – see attached).

Endorsement does not guarantee a business will have a Labour Agreement request approved by the Department of Home Affairs' Minister of Immigration, Citizenship and Multicultural Affairs. A DAMA is reviewed annually and covers an approved list of occupations that may vary from year to year. Initially, a DAR negotiates with the Minister who decides whether to establish a DAMA in the region. A DAMA requires the support of various stakeholder groups and in-depth analysis into relevant job statistics.

Under the terms of a DAMA, the designated area may be able to access a broader range of overseas workers that are not available through the standard skilled visa program by allowing variation to standard occupations and skills lists and /or negotiable concessions to visa requirements.

A DAMA is negotiated on behalf of businesses within its region; negotiations encompass the type of occupations to be included and any concessions that may be appropriate to an occupation (e.g., an extension of the age criteria, a concession on English requirements, a relaxation of skills experience required etc.) making the region as attractive as possible for prospective migrants.

Majority of DAMA agreements include occupations available under the standard TSS 482 visa or regional 494 visa program. However, the benefit of a DAMA is that concessions to the English language, TSMIT (Temporary Skilled Migration Income Threshold), Age, Skills and PR requirements may be available.

DAMA labour agreements are generally in effect for five years and use the Temporary Skills Shortage and Employer Nominated Scheme visa programs.

An employer must demonstrate (via Labour Market Testing [LMT]) that they cannot find a suitably skilled Australian worker to do a job before proceeding with an application for a DAMA Labour Agreement; there are currently 674 occupations listed on the Department's website although other occupations may be put forward for consideration (a copy of some of the employer costs is attached).

Occupations vary widely and, as an example, include agricultural, religious, restaurant (fine dining), and advertising industries. An LMT is a business case presented to a DAR and the Department that provides solid evidence of not being able to find a suitable

Australian worker and includes advertising on the Australian Government's *Jobactive* website in addition to other advertising.

A business may also enter into its own Labour Agreement with the Minister (outside of a regional DAMA) if an occupation is not available under the standard visa programme or the DAMA programme; negotiations are based on a labour market survey that demonstrates the reason why a previously unlisted occupation has been applied for.

### **BENEFITS OF DAMA**

Economic benefits to communities, such as the flow on effects of population growth, may be more accurately predicted following analysis of results from a community employer survey.

The key value opportunity is that immigrant workers cannot move from the area of their DAMA but can move between businesses within that area, so people are secured to the region.

**English Language Concession:** The English test scores required under a DAMA can be lower than under the standard visa program making it easier for the applicant's visa to be processed. This especially the case where a person is generally a good English communicator but perhaps not able to meet the requirements of a stringent English test for a visa.

**Temporary Skilled Migration Income Threshold (TSMIT) Concession:** The TSMIT concession allows the employer to pay the visa holder the same or more salary that is paid to an Australian Worker. The DAMA offers salary concessions that reflect the market, ensuring that worker terms and conditions of employment are not eroded, and businesses and consumers are not subject to inflationary costs.

**Skills Concession:** Every occupation requires the applicant to meet certain qualification and work experience criteria to be eligible to work under their occupation. So, the skills concession offer concession relating to, qualifications and experience for some occupations.

**PR requirements:** Under the DAMA agreement, the immigration has provided an opportunity to move from temporary 482 visa to permanent resident, regardless to what the occupation is. The DAMA region has its own specific pathway to PR. This will however involve applicant working in the occupation for 2-4 years being eligible to transition onto the permanent 186- Employer Nominated Scheme Visa.

**Age Concession:** To transition into Permanent residency, every applicant must meet the age criteria of being under the age of 45. The age concession under the DAMA agreement will offer concession related to the age of an applicant.

Another benefit of the DAMA is that the semi-skilled occupations that are in shortage in the particular region could be available under a DAMA, while they are not available

under the standard visa program. Some examples of such occupations are Truck driver, Waiter, Bar attendant, Driller, Driller Assistant, Earthmoving/mobile Plant Operator, Horticultural workers such as process workers and field workers.

### **NEXT STEPS**

The first step in looking into the possibility of a DAMA for the region is to establish whether organisations within the prospective region are conducive to a DAMA being formed.

If approved a Business Case must be undertaken that includes:

- Support letters from:
  - All the involved Shires
  - Any Chambers of Commerce
  - The Regional Development Authority
  - Local Federal and State Members of Parliament
  - Businesses (if possible)
  - Different Business Bodies (if possible)
- Overview of the region's economy and labour issues - can be demonstrated by:
  - Compelling operational needs
  - Economic recovery (Covid-19 economic recovery)
  - Contractual obligations for employers to meet projects, bringing food to the market etc.,
  - Competing for skilled labour
  - Many more
- Survey Results –
  - How many businesses participated in the workforce survey?
  - What are the commentaries on labour issues?
  - What type of occupations are in critical shortage in the region?
  - What type of migration concessions businesses would like to have? E.g.; lift age for PR pathway from 45 to 50 years old, English concession for most occupations, etc.

Advice from the office of Rick Wilson MP states that a request for a DAMA must contain, as a minimum, the following:

- a letter of endorsement from the relevant stakeholders;
- a Designated Area Representative (DAR), endorsed by stakeholders, who can manage the request to establish an agreement;
- a business case if any additional concessions are being requested (for example, English, skills, salary) to the minimum requirements outlined for a company specific labour agreement; and
- an explanation of how the DAR proposes to support employers and facilitate the integration of overseas workers in their local communities (for example - provision of information on workplace rights and sponsorship obligations; basic services in the local area such as health; emergency and educational

- services; community activities such as sporting groups and religious services; engagement of a multicultural officer);
- supporting documentation, which may include:
  - Profit and loss statements;
  - Other financial statements; and
  - Other relevant supporting information.

A case study of a region in Western Australia currently covered (since 21 March 2019) by a Designated Area Migration Agreement (DAMA) is the Goldfields region with the City of Kalgoorlie-Boulder (City) being the DAR and representing other regional and nearby shires.

The Goldfields Region aimed to secure permanent labour so as to avoid having to constantly retrain people such as backpackers (for example, for the community care occupation). The Pilbara region had also applied for a DAMA before the Goldfields was secured; however, was unsuccessful in their application.

By way of an example, the Goldfields DAMA is an employer-sponsored visa programme providing the framework for employers in its designated area to sponsor skilled and semi-skilled workers under visa subclasses 482, 494, and 186 (see attachments 13.3.4-6):

- TSS (482) – a 4-year visa (temporary) under the DAMA LA. The 482 can be a 2 or a 4-year visa depending on the occupation and location.
- SESR (494) – a provisional visa with a PR pathway already – an applicant can apply for PR after 3 to 4 years.
- ENS (186) – a PR pathway visa. Some people can be nominated straight onto the ENS under the Goldfields DAMA but only after they have worked under a Temporary Skills Shortage (482) or Direct Entry Scheme (457) visa within the DAMA region and in the same occupation for 3 years. After they have been nominated under the ENS, they are eligible to apply for a PR right away. Note: a skilled migrant can be nominated straight onto the ENS visa under the standard visa programs.

The opportunity to secure a permanent residency after 4 years makes working in the Goldfields DAMA region attractive for skilled migrants to relocate.

The process of becoming a DAMA took the City approximately 12 months once the application was submitted following a financial consultancy business being engaged to undertake the City's business case (which can take between 3 – 6 months to establish).



The following made up the City's questions for the survey of businesses (using Survey Monkey) referred to in the above Business Case list of requirements and was compiled and analysed by the City's consultant:

*1.1 What are the specific challenges in attracting and retaining workers in your business?*

*1.2 Do you employ or have in the past employed any temporary visa holders? If yes, select from the following: (Other, please specify)*

*1.3 What are the limitations of the standard visa programs? (Other, please specify)*

*1.4 How would being an 'endorsed' sponsor under a DAMA address these challenges: Select all that applies in order of importance:*

*2.1 Is your business currently experiencing labour shortage or anticipate a labour shortage based on business forecasts?*

*2.2 Have you considered the use of the following specific industry agreements to meet your labour shortage needs?*

*Are there any perceived barriers to the existing Labour Agreements?*

*2.3 Which of the following recruitment processes have you used to attract Australian workers since 1 July 2018? (Other)*

*2.4. How many Australian workers have you recruited since 1 July 2018?*

*3.1 For each of the positions you are seeking to fill, do you need to seek any concessions to the English language testing score requirements?*

*If yes, which test component should have lower score requirement*

*Explain why*

*3.2. What strategies are in place for your workplace to support skilled migrant workers to improve their English language proficiency? For example, on the job training, dedicated community programs etc.*

*4.1 For each of the roles you are seeking to fill, will the base salary be below the Temporary Skilled Migration Income Threshold (TSMIT), currently AUD53,900?*

*If yes, what is the market salary rate for the role you are seeking a concession from the TSMIT? - If yes, what is the market salary rate for the role you are seeking a concession from the TSMIT?*

*4.2 Are there any 'cost of living' or other benefits that would normally be offered as non-monetary benefits for Australian workers (e.g., food and board)?*

*If yes, please specify - If yes, please specify*

*5.1 Would the ability to sponsor skilled migrant workers for permanent residence benefit your business?*

*5.2 What would be the benefits for you as an employer?*

*5.3 Currently employers can sponsor workers for permanent residence if they are less than 45 years of age unless, their salary meets the high income threshold in the 3 years prior. Do the age limit or high income threshold pose a challenge for you to attract and retain skilled migrant workers?*

*If yes, what should be the age limit increased to?*

*If yes, what should be the income threshold reduce to?*

*5.4 Currently employers can sponsor workers for permanent residence who have been employed in the same position with the same sponsoring employer for at least 3 years. Does this pose a challenge for you to attract and retain skilled migrant workers?*

*If yes, what changes to the permanent residence requirements would benefit your business?*

*If yes, what changes to the permanent residence requirements would benefit your business? (Other, please specify)*

*6. Please provide any other comments or suggestions on what changes should be made to the employer sponsored visa programs that would help your business attract and retain skilled migrant workers?*

From a human resource perspective, the city provided half an FTE (full time equivalent staff member) to liaise with the consultant throughout the formation of the Business Case and, on an ongoing basis, performs the following human resource tasks:

- Dealing with an approximate average of 1 to 2 business applications per month (at a charge of \$250 for each nomination) for endorsement (including Statutory Declarations and ensuring businesses are financially viable and reliable)
- Spending a lot of time answering queries
- Seeking guidance from a queries team within the Department
- Undertaking of an Annual Report for the Department and Minister
- Negotiation of ongoing Terms and Conditions
- Surveys and analysis of the regional labour market
- Monthly meetings with a Department representative to discuss the DAMA programme (the Department also liaises with businesses)

Other points of note gained through discussions with external organisations include:

1. A subclass 491 visa (for highly skilled and desired occupations) requires nomination by the State Government or an eligible family member and doesn't require a sponsor – *this visa cannot be included in a DAMA*;
2. The City has a population of approximately 30,000;
3. The more local government authorities involved, the better the chance of securing a DAMA; and
4. A larger organisation (e.g., local government, Regional Development Authority) within a region would usually take on the role of region representative (DAR).

Creating a DAMA is an extensive process; particularly for the lead organisation (DAR) involved in the application and consultancy phase through to managing ongoing endorsements etc. and liaising with the Department for the five year term.

Such a project requires the support of many stakeholders including regional shires, Chambers of Commerce, Regional Development Australia (RDS), Development Commissions, and members of parliament all of whom must endorse the organisation that is capable and agreeable to being a Designated Area Representative. Given the scope of this project, it may fall within the scope of the GSDC or RDA?

Accordingly, the recommendation is for GS WALGA Zone to consider and support establishing DAMA in the region.

## **ALTERNATIVE VISA OPTIONS TO DAMA**

### **Pacific Labour Mobility Scheme**

The Scheme enables citizens of partner countries to take up low-skilled and semi-skilled work opportunities in all sectors in rural and regional Australia for up to 3 years. Partner Countries: Fiji, Kiribati, Nauru, Papua New Guinea, Samoa, Solomon Islands, Timor-Leste, Tonga, Tuvalu, and Vanuatu.

**Seasonal worker Program (Agriculture and Accommodation)**

The Scheme enables citizens of partner countries to take up unskilled and low-skilled work opportunities in the Australian agriculture and accommodation sectors in selected rural and regional locations of Australia for up to 9 months.

Partner Countries: Fiji, Kiribati, Nauru, Papua New Guinea, Samoa, Solomon Islands, Timor-Leste, Tonga, Tuvalu, and Vanuatu.

**Industry Labour Agreement**

Labour agreements enable approved businesses to sponsor skilled overseas workers when there is a demonstrated need that cannot be met in Australian labour market and where standard temporary or permanent visa programs are not available. Industry labour agreements are for a specific industry with fixed terms and conditions. The industry is required to show ongoing labour shortage and extensive consultation within the industry. Various approved industry labour agreements are Dairy industry, Fishing industry, Meat industry, Pork industry, Advertising industry, Restaurant (Fine dining) Industry, on-hire, and Minister of Religion Industry labour agreement.

**Standard Business Sponsorship -482 (For highly Skilled Occupations)**

This temporary visa lets an employer sponsor a suitably skilled worker to fill a position for which they can't find a suitably skilled Australian. Based on the occupation, this visa is generally granted for 2-4 years.


**STATUTORY DEPENDENCY**

*Migration Act 1958*

**Financial Implications**

As outlined in the below Project Estimations the cost of a consultant to conduct a survey of regional employers, to research and provide statistics, and to identify any occupations that may fit the criteria for inclusion in a DAMA application is circa \$60,000 to \$70,000 direct costs.

A Team Member resource is required to liaise with the consultant (the City of Kalgoorlie-Boulder's staff representative was estimated to be required on a 0.5 FTE basis for the purpose of establishing the City's DAMA) and, following the successful application involvement with ongoing tasks as above.

		PROJECT ESTIMATIONS				
		Project Name:		DAMA Application & Process		
		Project Owner:		TBD		
		Project Manager:		TBD		
		Expected Project Start Date:		1 May 2022		
		Expected Project End Date:		1 May 2023		
		Project Estimations Plan Status:		Preliminary		
High Level Description of Works - Enter Below						Altus Doc Link
1	Consultant engaged to manage external stakeholder requirements and application process					
2	0.5 FTE Admin Role allocated - Utilise current Shire resources to support the DAMA application					
3	Amdinistration On Costs associated with admin support role					
4	Provide DAMA services to regions as per the outlined Agenda item					
5	One stakeholder becomes the DAR					
6	Costs shared between Shire Organisations					
7	Cost recovery on applications					
Budget Breakdown						
	Item	Quantity	Unit	Rate	Total Price	Summary Cost
Internal Resources						
LABOUR						
1	Project Sponsor	200	Hours	50.00	\$10,000	\$60,500
2	Project Owner	500	Hours	35.00	\$17,500	
3	Team Member Admin Resource	1000	Hours	33.00	\$33,000	
EQUIPMENT						
4	Administration On Costs	1	-	10,000.00	\$10,000	\$10,000
Internal Resources Total						\$70,500
External Resources						
LABOUR						
5	Consultant	700	Hours	100.00	\$70,000	\$70,000
External Resources Total						\$70,000
Sub-total						\$140,500
	Direct Costs (Expensed)					\$70,000
	In Kind (Current Resource Allocation)					\$70,500
Project Owners Contingency		10.0%				\$14,050
Expected Overall Cost of Project						\$154,550
Special Notes / Exclusions						
a.						
e.						

## RISK MANAGEMENT IMPLICATIONS

RISKS			
Risk Profile	Risk Description/Cause	Key Control	Current Action
<i>Financial Risk</i>	<i>Cost of application and external professional fees with no approval</i>	<i>Contract resources  Commitment to the program</i>	<i>Contract the parties to commit to financial input and support and sell the DAMA process within</i>

			<i>the Shires.</i>  <i>Diffuse the potential economic cost over more participants</i>
Risk rating: Moderate			
IMPLICATIONS			
<i>Opportunity Cost – loss of expenditure if not successful.  If application is successful, the cost of administration with no economic value generated.</i>			

## Recommendation

**That the Great Southern Zone of WALGA:**

- 1. Support the creation of a Great Southern DAMA region and help identify a Designated Area Representative.**
- 2. Facilitate a discussion on the funding model for each of the participating organisations.**