



AGENDA

Ordinary Council Meeting

25 March 2025

TO: THE SHIRE PRESIDENT AND COUNCILLORS

NOTICE is hereby given that an Ordinary Meeting of the Council will be held in the Council Chambers, Administration Building, 93 Albany Highway, Kojonup on Tuesday, 25 March 2025 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
20 March 2025

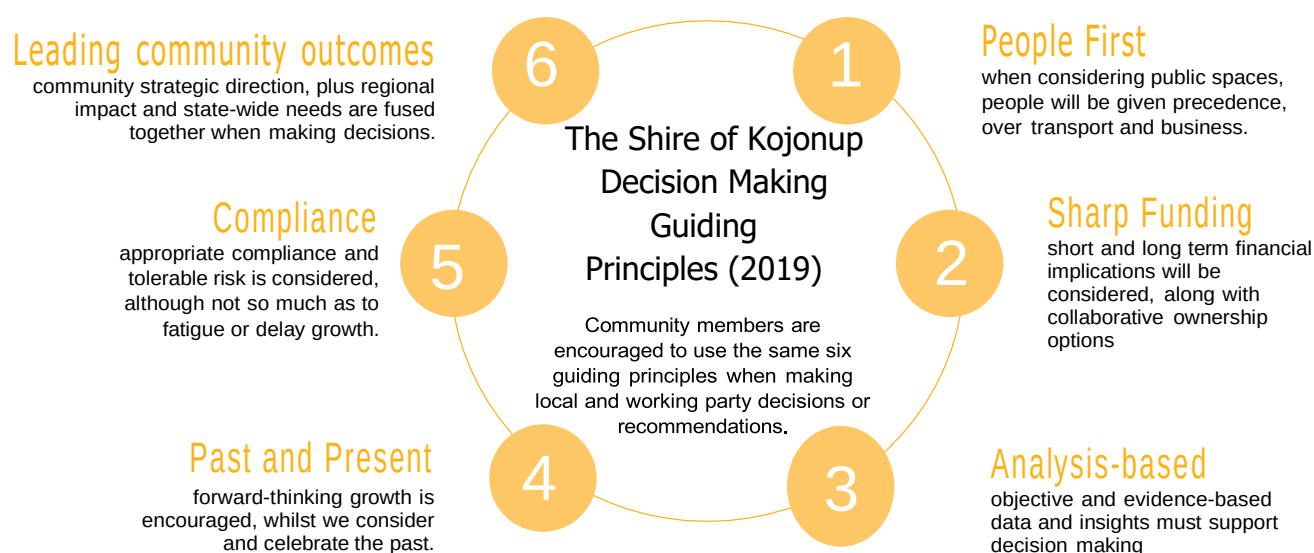
AGENDA FOR AN ORDINARY COUNCIL MEETING TO BE HELD ON 25 MARCH 2025

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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

Almighty God, we pray for wisdom for our reigning monarch King Charles.

We ask for guidance in our decision making and pray for the welfare of all the people of Kojonup.

Grant us grace to listen and work together as a Council to nurture the bonds of one community.

Amen

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

**3 ATTENDANCE
COUNCILLORS**

Cr Bilney	Shire President
Cr Wieringa	Deputy Shire President
Cr Radford	
Cr Egerton-Warburton	
Cr Mathwin	
Cr Mickle	
Cr Webb	

STAFF

Grant Thompson	Chief Executive Officer
Tonya Pearce	Governance and Rates Officer

3.1 APOLOGIES

3.2 APPROVED LEAVE OF ABSENCE

4 DECLARATION OF INTEREST

5 PUBLIC QUESTION TIME

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Not applicable

5.2 PUBLIC QUESTION TIME

6 CONFIRMATION OF MINUTES

6.1 ORDINARY COUNCIL MEETING 10 DECEMBER 2024

Unconfirmed Minutes of an Ordinary Council Meeting held 25 February 2025 are at [attachment 6.1.1](#).

OFFICER RECOMMENDATION

That the Minutes of an Ordinary Council Meeting held 25 February 2025 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 ‘LIFESTYLE’ REPORTS

9.1.1 KOJONUP CLOSED-CIRCUIT TELEVISION – REQUEST FOR VARIATION

AUTHOR	Estelle Lottering – Manger Projects and Regulatory Services
DATE	Monday, 17 March 2025
FILE NO	CP.SEC.2
ATTACHMENT(S)	9.1.1.1 – SAPIO - Variation for Anti Climb

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033

To be “*The Cultural Experience Centre of the Great Southern*”

STRATEGIC/CORPORATE IMPLICATIONS

Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Lifestyle	2. Proactive Community Spirit	2.5 Wellbeing advancement
Performance	12. A High Performing Council	12.6 SoK asset management

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for Council to consider a variation received from the successful Tenderer SAPIO for the installation of anti-climb brackets on the Closed Circuit Television (CCTV) solar poles.

BACKGROUND

As a part of the Local Roads Community Infrastructure Phase 4 (LRCIP 4), a CCTV project was approved as a compliant project for use of the funds.

The Council approved the project in 2023/24 budget as a capital project funded through the LRCIP 4.

COMMENT

Closed Circuit Television is a valuable tool for Council to utilize for the management of our services, assets and facilities. The Shire has been in discussion with the local police for the past two and half years regarding the need for CCTV network in the Shire. The local police have shown their support in writing to assist the process.

Included in the original manufacturers scope is a “light” protection unit attached to the poles to ensure people cannot climb the pole and interfere with the cameras.

SAPIO have approached the Shire and recommended that it upgrade the protections from the standard unit to a heavier duty spike. The obvious value is the deterrent factor of heavier spikes.

The following site locations are all solar powered and will have the anti-climb brackets installed:

1. Showgrounds entrance from Blackwood Road
2. Corner of Blackwood Road / Pensioner
3. Broomehill Kojonup Road
4. Kojonup Katanning Road
5. Corner of Albany Highway and Kojonup-Katanning Road
6. Corner of Soldier and Tunney Road
7. Loton Close Road
8. Corner of Albany and Stock Road

It is the authors recommendation that Council consider funding the variation of eight (8) Anti Climb units for a total variation cost of \$2189.00 inc. of GST.

CONSULTATION

Abraham Gouws (SAPIO)

Brenton Castle (SAPIO)

Grant Thompson (Chief Executive Officer)

STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Policy 2.1.2 Purchasing & Creditor Control outlines the processes to follow when purchasing goods. Due to the anticipated value of this project, proposals were called in line with this policy and legislative requirements for tenders – r.11 of the *Local Government (Functions and General Regulations) 1996*.

FINANCIAL IMPLICATIONS

The 2023/2024 Annual Budget contained an allowance of \$267,000.00 for this project.

Funding of \$219,411.00 is confirmed in the LRCIP Phase 4 funding. The RFP Proposals received through the tender process was more than the confirmed funding.

The successful tenderer quoted an amount of \$226,256.21 which will increase with the variation of \$2,189.00 to the total amount of \$228,445.21.

This variation is still within the approved budget of \$267,000.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risks Description/Cause	Key Controls	Current Action
1 – Project Management	Inadequate analysis, design, delivery and / or status reporting of change initiatives, resulting in additional expenses, time delays or scope changes.	Project status reporting to Council	Project Management Reporting to Council to commence
<i>Risk Rating - Adequate</i>			
IMPLICATIONS			

With any large construction project, implications can include scope variations due to poor project management; unknown variables found after construction commencement e.g. poor contractor workmanship leading to cost overruns etc.

ASSET MANAGEMENT IMPLICATIONS

The construction and implementation of a new asset increases depreciation, operating and maintenance costs impacting the profit and loss statement, asset register and balance sheet.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. Approves the variation for \$2,189.00 for the eight (8) anti climb units for the eight Solar poles of the Closed-circuit Television Project, as presented.

9.2 KEY PILLAR ‘ECONOMICS’ REPORTS

Nil

9.3 KEY PILLAR ‘VISITATION’ REPORTS

Nil

9.4 KEY PILLAR ‘PERFORMANCE’ REPORTS

9.4.1 ACCEPTANCE OF ANNUAL REPORT 2023/2024

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Monday, 17 March 2025
FILE NO	FM.AUD.2 & FM.FNR.1
ATTACHMENT(S)	9.4.1.1 - Annual Report 2023-2024

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “ <i>The Cultural Experience Centre of the Great Southern</i> ” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.1 SoK finances and funding 12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for Council to consider acceptance of the 2023/2024 Annual Report incorporating the audited Annual Financial Statements.

BACKGROUND

Each local government is to prepare an annual report 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 5 February 2025 and resolved as follows:

“That the Audit & Risk Committee present the 2023/24 Audited Annual Financial Report to the Council and recommend to Council that:

- 1. The 2023/2024 Audited Annual Financial Report, and accompanying correspondence, be adopted;*
- 2. The Chief Executive Officer be requested to forward a copy of this Audit Committee recommendation, and the Council agenda item, to the Minister for Local Government and place them on the Shire of Kojonup website in accordance with Section 7.12A (Duties of local government with respect to audits) of the Local Government Act 1995;*

3. *The matters raised in the Auditor’s Management Letter be noted, a report produced internally on how the significant items will be addressed, and those actions be included in the Committee Status Report of future Audit and Risk Committee agendas; and*

4. *The Council direct the Chief Executive Officer to complete the Annual Report compilation and:*

- *present the finalized ‘Electors Annual Report’ for consideration to the March Ordinary Council Meeting held at 3.00pm, Tuesday, 25 March 2025; and*
- *schedule an Annual Electors Meeting to be held at 6.00pm, Wednesday, 9 April 2025 at the Kojonup Sporting Complex.”*

Council, at its 25 February 2025 Ordinary Meeting, resolved as follows:

“That the Audit & Risk Committee present the 2023/24 Audited Annual Financial Report to the Council and recommend to Council that:

1. *The 2023/2024 Audited Annual Financial Report, and accompanying correspondence, be adopted;*

2. *The Chief Executive Officer be requested to forward a copy of this Audit Committee recommendation, and the Council agenda item, to the Minister for Local Government and place them on the Shire of Kojonup website in accordance with Section 7.12A (Duties of local government with respect to audits) of the Local Government Act 1995;*

3. *The matters raised in the Auditor’s Management Letter be noted, a report produced internally on how the significant items will be addressed, and those actions be included in the Committee Status Report of future Audit and Risk Committee agendas; and*

4. *The Council direct the Chief Executive Officer to complete the Annual Report compilation and:*

- *present the finalised ‘Electors Annual Report’ for consideration to the March Ordinary Council Meeting held at 3.00pm, Tuesday, 25 March 2025; and*
- *schedule an Annual Electors Meeting to be held at 6.00pm, Wednesday, 9 April 2025 at the Kojonup Sporting Complex.”*

COMMENT

This year’s Annual Report contains the customary annual snapshot of the activities of Council for 2023/2024 including some statistical information, the Elected Members who formed Council, President’s Report, Councillors’ attendance at meetings, Chief Executive Officer’s Report, Council’s Senior Management Team, the Organisational Structure, changes to staffing, a ‘traffic light’ system indicating progress within Key Pillars of the Shire’s Strategic Community Plan, Statutory Statements, and the Audited Financial Statements for the financial year.

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 Annual Report is adopted, and in the next available Kojonup News and Shire noticeboards.

CONSULTATION

Chief Executive Officer

Governance and Rates Officer

Manager Financial and Corporate Services

STATUTORY REQUIREMENTS

Section 5.26 to 5.33; 5.53 & 5.54 of the *Local Government Act 1995*

Section 7.12A (Duties of local government with respect to audits) of the *Local Government Act 1995*

Regulation 50(1) (c) of the Local Government (Financial Management) Regulations 1996

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 2024. 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

Absolute Majority

OFFICER RECOMMENDATION

That:

1. The 2023/2024 Annual Report, as presented and incorporating the adopted Annual Financial Statements be adopted, in readiness for the Annual Electors Meeting to be held on 9 April 2025; and
2. The Chief Executive Officer forward a copy of the Committee and the Council agenda items to the Minister for Local Government and places the Annual Report on the Shire of Kojonup website in accordance with Section 7.12A (Duties of local government with respect to audits) of the *Local Government Act 1995*.

9.4.2 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (FEBRUARY 2025)

AUTHOR	Jill Johnson – Manager Financial and Corporate Services
DATE	Monday, 17th March 2025
FILE NO	FM.FNR.2
ATTACHMENT(S)	9.4.2.1 – Monthly Financial Statements; 1 February 2025 to 28 February 2025

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033

To be *“The Cultural Experience Centre of the Great Southern”*

STRATEGIC/CORPORATE IMPLICATIONS

Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to note the Monthly Financial Statement for the month ending 28 February 2025.

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 February 2025 to 28 February 2025 represents eight (8) months, or 66% of the year.

The following items are worthy of noting:

- Closing surplus position of \$3,504,960.
- Capital expenditure achieved 35.3% of budgeted projects.
- Cash holdings of \$4,467m of which \$1,168m is held in cash backed reserve accounts and \$3,299 is unrestricted cash.
- Rates debtors outstanding equate to 13% of total rates raised for 2024/2025.
- Page 11 of the statements detail major variations comparing year to date (amended) budgets to year-to-date actuals in accordance with Council Policy 2.1.6.

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 of Kojonup. 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 28 February 2025, as attached, be noted.

9.4.3 MONTHLY PAYMENTS LISTING – FEBRUARY 2025

AUTHOR	Rachael Egerton-Warburton – Finance and Payroll Officer
DATE	Monday, 17 March 2025
FILE NO	FM.AUT.1
ATTACHMENT	9.4.3.1 - Monthly Payment Listing February 2025

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

To receive the list of payments covering the month of February 2025.

BACKGROUND

Nil

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 are 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 February 2025		TO – 28 February 2025
Municipal Cheques	14397-14397	\$226.73
EFTs	35589 - 35740	\$663,923.05
Direct Debits		\$398,086.36
Total		\$1,062,236.14

be received.

9.4.4 BUDGET REVIEW

AUTHOR	Grant Thompson Chief Executive Officer
DATE	Tuesday, 17 March 2025
FILE NO	FM.FNR.2
ATTACHMENT(S)	9.4.4.1 – Kojonup Budget Review 31 December 2024

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A high Performing Council	SOK Finances and Funding

DECLARATION OF INTEREST

Nil

SUMMARY

To consider and adopt the Budget Review Report, and authorise amendments to the Adopted Budget, based on projection outcomes to 30 June 2025.

BACKGROUND

The Local Government Act provides for local governments, including regional local governments, to prepare an annual budget.

6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

*Absolute majority required.

The Local Government (Financial Management) Regulations 1996 require local governments to undertake a review of the Annual Budget.

33A. Review of Budget

- (1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
 - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - (b) consider the local government's financial position as at the date of the review; and
 - (c) review the outcomes for the end of that financial year that are forecast in the budget; and
 - (d) Include the following-
 - (i) the annual budget adopted by the local government;

- (ii) an update of each of the estimates included in the annual budget;
 - (iii) the actual amounts of expenditure, revenue and income as at the date of the review;
 - (iv) adjacent to each item in the annual budget adopted by the local government that stated an amount, the estimated end-of-year amount for the item.
- (2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

*Absolute majority required.

- (4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

A detailed analysis at account level incorporating year to date actual results and budget projections to 30 June 2025, for the period ending 31 December 2024, is presented for consideration. A Statement of Financial Activity, at Nature/Type level, has been prepared to provide a summarisation of the budget review results, as well as a Statement of Closing Funds detailing the projected surplus as at 30 June 2025.

COMMENT

The budget review has been prepared to include the information required by the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996, and the Australian Accounting Standards. Council adopted a 10% or \$10,000 threshold minimum for the reporting of material variances to be used in the Statement of Financial Activity and the annual Budget Review Report.

In summary, based on current trends, it is anticipated that a small surplus can be achieved as at 30 June 2025.

The following table (Table 1) details the proposed budget amendments:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
9608	Proceeds on Sale of Assets F&E – Increase in proceeds due to sale of Springhaven furniture assets to Hall & Prior.	(\$0)	(\$123,225)	(\$123,225)	
9605	Proceeds on Sale of Assets PF&E – Increase in proceeds due to sale of Springhaven plant assets to Hall & Prior.	(\$55,000)	(\$179,775)	(\$124,775)	
New	Proceeds sale of Land – Sale of land not proceeding this financial year.	(\$80,000)	\$0		\$80,000
1132	Rating salaries – Decrease in salary allocations	\$40,000	\$0	(\$40,000)	
1333	Financial Assistance Grant – General Purpose – Decrease in grant allocation due to over payment in 23/24	(\$132,209)	(\$9,496)		\$122,713
1343	Financial Assistance Grant – Local Road– Increase in grant allocation	(\$46,215)	(\$80,679)	(\$34,464)	
1393	Interest Received – Reserves – Decrease in interest earned due to decrease in investment balance available	(\$35,000)	(\$24,000)		\$11,000
1602	Member subscriptions – Increase in WALGA subscriptions and financial reporting template	\$26,114	\$36,124		\$10,010
1852	Salaries – Administration – Decrease in salaries	\$1,048,333	\$1,005,259	(\$43,074)	
1624	Integrated Planning Expense – Defer integrated planning to 25/26	\$20,000	\$0	(\$20,000)	
1702	Administration Allocations – Decrease in administration costs allocated	\$498,312	\$461,189	(\$37,123)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
1852	Administration salaries – Decrease in salaries allocation	\$1,112,727	\$909,972	(\$202,755)	
1912	Admin Conferences & Training – Decrease in training expenses	\$31,100	\$10,100	(\$21,000)	
2022	Bank Charges – Increase in bank fees and ATO penalties	\$17,800	\$37,256		\$19,456
2043	ICT Website Subscriptions – Decrease in WALGA subscription expense	\$16,140	\$1,000	(\$15,140)	
2052	Admin Vehicle expenses – Decrease in Plant cost allocations	\$34,500	\$19,057	(\$15,443)	
2062	Legal Expenses - Increase in legal expenses for Planning, Industrial and Springhaven disposal.	\$20,000	\$40,000		\$20,000
2274	HR/IR Consultants – Increase in consultant expenses.	\$5,000	\$20,000		\$15,000
2277	Finance Consultants – Increase in consultant fees	\$74,400	\$97,500		\$23,100
2182	Less Admin Costs Allocated – Decrease in administration costs allocated to other programs	(\$1,993,259)	(\$1,832,273)		\$160,986
2292	Fire Hazard Reduction Expenses – Increase in wages, overheads and plant cost allocations	\$15,763	\$38,801		\$23,038
2362	Bushfire Mitigation Expenses – Increase in mitigation expenses.	\$0	\$45,500		\$45,500
2343	Operating Grant Income – Increase in Mitigation grant funding	\$0	(\$22,750)	(\$22,750)	
2573	Contract Ranger Expenses – Increase in contractor expense	\$24,000	\$44,000		\$20,000
2633	Ranger income – Decrease in fee income for ranger services	(\$20,000)	\$0		\$20,000

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
3102	Health Admin Salaries – Increase in salaries allocations	\$0	\$10,850		\$10,850
3132	Health Superannuation – Increase in superannuation expense	\$0	\$10,189		\$10,189
3142	Health FBT Expense – Decrease in FBT expense	\$12,000	\$0	(\$12,000)	
3164	Health Contractors – Decrease in contractor expense	\$45,000	\$30,000	(\$15,000)	
3465	Kindy Café Grant Income – Decrease in grant funding	(\$20,000)	(\$7,820)		\$12,180
3752	Spring Haven Salaries – Increase in wages allocation and contract relief staff via agency	\$446,760	\$777,841		\$331,081
3772	Springhaven Superannuation – Increase in superannuation expense	\$143,775	\$168,279		\$24,504
3902	Springhaven Building Operation Expense – Increase in maintenance expenses and replacement equipment	\$27,702	\$48,366		\$20,664
3903	Spring Haven Building Maintenance Unforeseen – Increase in contractor expenses for plumbing repairs, fire equipment repairs, and kitchen appliance repairs.	\$3,400	\$20,648		\$17,248
3915	Refund of Interest on Principal – Refund of interest earned on housing deposits	\$0	\$14,110		\$14,110
3812	Springhaven – Workers Comp Insurance – Increase in premium	\$11,285	\$57,477		\$46,192
3916	Springhaven Insurances – Increase in insurance premiums	\$6,595	\$17,787		\$11,192

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
010A	Springhaven Annual Leave Expense – Increase in payout of annual leave entitlements	\$0	\$64,438		\$64,438
010L	Springhaven LSL Expense – Increase in payout of LSL entitlements	\$0	\$53,481		\$53,481
012D	Springhaven Asset Depreciation – Increase in depreciation expense on assets (non-cash)	\$42,309	\$68,656		\$26,347
4003	Springhaven Residential Rent Income – Increase in rent received	(\$150,000)	(\$187,326)	(\$37,326)	
4013	Spring Haven Personal Care Subsidy – Increase in personal care subsidy from Commonwealth Government	(\$500,000)	(\$604,604)	(\$104,604)	
4143	Miscellaneous Income – Decrease in contribution from Hall and Prior – recorded as proceeds on sale of assets	(\$129,000)	(\$0)		\$129,000
022P	Springhaven Profit on Disposal of Asset – Increase in profit from disposal of assets to Hall and Prior	\$0	(\$71,000)	(\$71,000)	
3703	Residential Rent – Staff – Decrease in rental income due to vacancies	(\$46,904)	(\$16,985)		\$29,919
5027	Verge Pick-Up – Hard Waste – Allocation not required – hard waste collection not taking place this financial year	\$30,000	\$0	(\$30,000)	
6404	Sports Complex – Grounds Maintenance – Decrease in wages, overheads and plant cost allocations. Increase in freight expenses.	\$195,400	\$180,200	(\$15,200)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
6812	Library Salaries – Decrease in salary allocation	\$106,613	\$89,750	(\$16,863)	
7632	Town Streets Drainage Maintenance – Decrease in wages, overheads and plant cost allocations.	\$22,610	\$8,140	(\$14,470)	
7694	Depot – Grounds & Nursery Maintenance – Increase in wages, overheads and plant cost allocations	\$9,000	\$24,350		\$15,350
RM01	Grading – Winter – Increase in Wages, overheads and plant cost allocations.	\$792,260	\$1,218,340		\$426,080
RM03	Drainage Maintenance – Increase in Wages, overheads and plant cost allocations.	\$68,400	\$184,500		\$116,100
RM04	Bitumen Patching/Repair – Increase in Wages, overheads and plant cost allocations.	\$90,520	\$135,257		\$44,737
RM05	Guide Post & Signage Expenses – Increase in Wages, overheads and plant cost allocations.	\$44,600	\$102,490		\$57,890
RM06	Roadside Spraying – Increase in wages and overheads allocations	\$38,020	\$52,000		\$13,980
RM010	Traffic Counter Transportation - Increase in Wages, overheads and plant cost allocations.	\$4,422	\$15,950		\$11,528
RM17	Townsite Trees General Maintenance – Decrease in Wages allocations.	\$18,070	\$5,780	(\$12,290)	
RM18	Townsite Trees – Upgrade, Watering - Decrease in Wages, overheads and plant cost allocations.	\$21,030	\$1,850	(\$19,180)	
7702	Administration allocations – Decrease	\$398,652	\$274,789	(\$123,863)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	in administration costs allocated				
7325	Commodity Route Funding – Increase in funding for Riverdale Rd expenses in 23/24	(\$170,000)	(\$207,574)	(\$37,574)	
7435	Roads to Recovery Grant Funding – only 70% of grant funding available in 1 st year of new program.	(\$761,349)	(\$562,361)		\$198,988
7774	Airstrip Grounds Maintenance – Increase in wages, overheads and plant cost allocations	\$14,584	\$37,500		\$22,916
8302	Salaries – Tourism – Increase In salaries	\$236,998	\$265,908		\$28,910
8364	Tour Guide Expenses – Decrease in wages paid to guides	\$45,805	\$1,427	(\$44,378)	
8367	Story Area – Digital – Increase in contractor expenses for digital story project, part grant funded	\$10,000	\$46,337		\$36,337
8174	Kodja Place Rose Maze Grounds – Increase in materials expense, part grant funded	\$45,840	\$63,471		\$17,631
8333	Operating Grants & Subsidies – Increase in grant funding for Rose Maze and Kodja place	\$0	(\$39,380)	(\$39,380)	
8334	Operating Grant – Story Area – Increase in grant funding for digital story expenses	\$0	(\$15,860)	(\$15,860)	
8393	Sundry Income – Increase in paid parental leave income	\$0	(\$10,990)	(\$10,990)	
8502	Café Salaries – Increase in wages allocations	\$320,833	\$408,749		\$87,916
8567	Café Cost of Goods Sold – Increase in food supplies purchased	\$272,000	\$295,000		\$23,000
8503	Café Trading Income – Trends indicate increase café sales	(\$700,000)	(\$780,000)	(\$80,000)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
8533	Café Catering – Decrease in catering income	(\$15,000)	(\$690)		\$14,310
8552	Building Administration Salaries – Increase in salary allocations	\$0	\$97,772		\$97,772
8572	Building Superannuation – Increase in superannuation expense	\$0	\$13,500		\$13,500
9022	Works Supervisor Salaries – Increase in wage allocations	\$311,267	\$365,780		\$54,513
9042	Works Supervisor Superannuation – Decrease in superannuation expense	\$45,219	\$31,500	(\$13,719)	
9082	Vehicle Operating Expense – Decrease in plant cost allocations	\$27,500	\$10,500	(\$17,000)	
9112	PWOH Meetings – Decrease in wages allocations	\$21,900	\$6,028	(\$15,872)	
9122	Annual Leave – Decrease in wage allocations for annual leave	\$199,551	\$178,321	(\$21,230)	
9142	Sick Leave - Decrease in wage allocations for sick leave	\$99,776	\$88,615	(\$11,161)	
9152	PWOH Superannuation – Decrease in superannuation expenses	\$365,893	\$341,768	(\$24,125)	
9192	Long Service Leave Expense – Decrease in LSL paid	\$209,744	\$151,000	(\$58,744)	
9232	PWOH – Novated Lease Expenses – Decrease in novated lease expenses	\$33,358	\$8,982	(\$24,376)	
9312	Less Overheads Allocated to Works & Services – Increase in overheads allocated to projects	(\$2,175,846)	(\$2,225,600)	(\$49,754)	
9233	Novated Lease Income – Decrease in novated lease contributions	(\$33,358)	(\$8,982)		\$24,376

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
9372	Plant Operation – Wages – Decrease in wages allocations	\$138,540	\$119,500	(\$19,040)	
9352	Tyres and Tubes – Increase in tyre purchases	\$18,000	\$30,000		\$12,000
9342	Fuels & Oils – Decrease in fuels and oils purchased	\$375,000	\$340,000	(\$35,000)	
9402	Less POC allocated to Works & Services – Increase plant costs allocated to other projects and programs	(\$744,587)	(\$1,073,188)	(\$328,601)	
9393	Diesel Fuel Rebate Income – Decrease fuel rebate claimed	(\$25,000)	(\$0)		\$25,000
9482	Salaries and Wages Drawn – Increase in salaries and wages paid	\$4,522,470	\$4,568,510		\$46,040
9492	Workers Compensation Expenses – Increase in workers compensation expenses paid	\$50,000	\$35,000	(\$15,000)	
9512	Less Salary & Wages allocated to Works & Services – Increase in salaries and wages allocated to other projects and programs	(\$4,522,470)	(\$4,568,510)	(\$46,040)	
9493	Workers Compensation Income – Decrease in workers compensation expenses reimbursed	(\$60,000)	(\$35,000)		\$25,000
9626	Sundry Miscellaneous Income – Increase in insurance claim reimbursements	\$0	(\$10,365)	(\$10,365)	
99R1	Transfer to Spring Haven Lodge Reserve – Transfer to reserve for additional housing bonds received	\$0	\$400,000		\$400,000
99R2	Transfer from Springhaven Lodge Reserve – Transfer from reserve to pay Springhaven Housing deposits to Hall & Prior	\$0	(\$4,095,000)	(\$4,095,000)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
0000	Movement in Springhaven Lodge Bonds	\$0	\$4,095,000		\$4,095,000
0000	Write back of Profit on Sale of Asset	\$0	\$71,000		\$71,000
0000	Surplus/Deficit Opening – Increase in closing surplus due to audit adjustments	(\$2,619,834)	(\$3,200,112)	(\$580,278)	
C137	ICT Plan Implementation – Decrease in contractor expense for this financial year	\$450,000	\$400,000	(\$50,000)	
C310	Subdivision Construction – Increase in subdivision costs for Land held for Resale	\$0	\$11,608		\$11,608
C157	13/15 Loton Close – Project deferred	\$80,000	\$0	(\$80,000)	
C140	Staff House – 34 Katanning Road – Decrease in materials expense	\$30,000	\$10,000	(\$20,000)	
C442	Men's Shed – Increase in construction costs	\$323,768	\$342,000		\$18,232
C198	Historic Buildings – Project deferred	\$35,000	\$0	(\$35,000)	
C105	Memorial Hall Capital – Project deferred	\$30,000	\$0	(\$30,000)	
C295	Swimming Pool Buildings – Project deferred	\$30,000	\$0	(\$30,000)	
C408	Harrison Place Toilets – Project deferred	\$10,000	\$0	(\$10,000)	
C349	Café Sound proofing – Project deferred	\$25,000	\$0	(\$25,000)	
C158	Swimming Pool Robotic Cleaner – Increase in materials cost for purchase	\$0	\$11,895		\$11,895
7604	Major plant Purchases – Decrease in purchase price for utility. Shoulder Master and Skid Steer Trailer purchases not proceeding	\$285,000	\$60,952	(\$224,048)	
C507	Spring Street Asphalt – Decrease in wages and	\$347,350	\$374,733		\$27,383

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	overheads. Increase in contractor expenses and materials				
C508	Misson Road Floodway – Project deferred	\$20,000	\$0	(\$20,000)	
C509	Soldier Road Asphalt – Project deferred	\$75,000	\$0	(\$75,000)	
C510	Wanwindup Road Culvert – Project deferred	\$25,000	\$0	(\$25,000)	
C511	Qualeup South Rd Failure – Project Deferred	\$35,000	\$14,380	(\$20,620)	
C512	Newton Street Reseal – Project deferred	\$44,000	\$0	(\$44,000)	
R2R400	Balgarup Road Tree Pruning – Increase in wages, overheads and plant allocations. Increase in contractor expenses	\$0	\$28,918		\$28,918
C436	Shamrock Road Widening 24/25 – Decrease in wages, overheads and plant costs. Increase in contractor expenses and materials	\$690,000	\$657,321	(\$32,679)	
C450	Tambellup West Road - Decrease in wages, overheads and plant costs. Increase in contractor expenses and materials	\$255,000	\$185,427	(\$69,573)	
C319	Kojonup-Frankland Road Seal - Increase in wages, overheads and plant costs. Increase in contractor expenses and materials	\$210,000	\$259,345		\$49,345
C320	Kojonup-Darkan Road Seal - Increase in wages, overheads and plant costs. Increase in contractor expenses and materials	\$195,000	\$333,623		\$138,623
C460	Jingalup Road Widening - Decrease in wages, overheads and plant costs. Increase in	\$210,000	\$232,379		\$22,379

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	contractor expenses and materials				
C463	Kojonup-Darkan Shoulder Blackspot - increase in wages, overheads and plant costs. Increase in contractor expenses and materials	\$229,774	\$219,467	(\$10,307)	
C079	Reilly's Creek Road - Decrease in wages, overheads and plant costs. Increase in contractor expenses and materials	\$255,000	\$228,873	(\$26,127)	
C055	Newton Street Kerbing – Project deferred	\$26,000	\$0	(\$26,000)	
FPC02/C174	Newton Street Footpath – Project deferred	\$35,000	\$0	(\$35,000)	
C357	Apex Playground Park – Additional contractor expenses incurred in 24/25 not included in budget	\$0	\$39,010		\$39,010
6774	The Spring Reserve – Decrease in materials allocation	\$50,000	\$10,000	(\$40,000)	
C138	Bushfire Repeater Tower - Additional contractor expenses incurred in 24/25 not included in budget	\$0	\$62,961		\$62,961
C355	Town Furniture - Increase in wages, overheads and plant costs. Decrease in contractor expenses and materials	\$20,000	\$2,193	(\$17,807)	
C407	Refuse Site Development – Project deferred	\$115,250	\$0	(\$115,250)	
C054	Promotional Signage – Decrease in contractor expenses	\$60,000	\$20,000	(\$40,000)	
	Other Minor variations below the \$10,000 threshold			(\$292,132)	\$389,262
TOTAL				(\$8,158,575)	\$8,151,688
Net Adjustment to 2024/25 Budget				(\$6,887)	

Estimated closing funds in 2024-25 Adopted Budget	\$ 0
Plus, net savings as detailed in table above	(\$6,887)
Net Estimated Closing Funds	(\$6,887)

Based on current revenue and expenditure trends, and projections as at 31 December 2024, it is estimated that a small surplus of \$6,887 can be achieved as at 30 June 2025.

CONSULTATION

Manager Financial and Corporate Services
Darren Long, DL Financial Consulting
Works and Services Manager

STATUTORY REQUIREMENTS

Local Government Act 1995 Section 6.2
Local Government (Financial Management) Regulations 1996, Regulation 33A.

POLICY IMPLICATIONS

Rewriting and implementing controls for Purchase Order Management and Journaling to the Ledger.

FINANCIAL IMPLICATIONS

The financial implications of this report are detailed in the commentary section. Based on current trends, the budget review analysis predicts:

1. an overall increase in operating revenue of \$30,329;
2. an overall increase in operating expenditure of \$812,260;
3. an overall decrease in capital expenditure on assets of \$688,801;
4. an overall decrease in non-operating revenue of \$161,414;
5. an overall increase in Proceeds on Sale of Assets of \$168,000;
6. an overall increase in Transfers to Reserve of \$392,879;
7. an overall increase in Transfers from Reserves of \$4,106,895;
8. an increase in the Opening Surplus of \$580,278.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3) Compliance	Ineffective policies & processes	Financial management reviews	Review Financial and Procurement Policies and Controls.
8) Errors Omissions and Delays	Human Error	Policies and Procedures	
16) Financial Sustainability	Failure or reduction in controls associated with	Internal Layered Audits	Cash Flow Budget and reporting to be implemented

	financial management,		Layered Auditing Program (internal) - PO's and other financial management controls.
Medium to High			
IMPLICATIONS			
This risk has a potential material impact on cashflow and budget management.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. Adopt the 2024/25 Annual Budget Review, as presented in Attachment 1, and note that the estimated closing funds are based on current revenue and expenditure trends; and
2. Approve the following budget amendments, as presented in Table 1 above, as authorised expenditure.

9.4.5 LEASE OF COUNCIL PROPERTY – 162 BLACKWOOD ROAD, KOJONUP – EXPRESSION OF INTEREST

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Wednesday, 12 March 2025
FILE NO	CP.LEA.1
ATTACHMENT(S)	9.4.5.1 – Map showing 162 Blackwood Road, Kojonup 9.4.5.2 - Expression of Interest – Kojonup Tennis Club 9.4.5.3 - 162 Blackwood Road Lease Expression of Interest Public Notice 9.4.5.4 - Info Pack - 162 Blackwood Road

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>“The Cultural Experience Centre of the Great Southern”</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to consider an Expression of Interest received for the lease of Lot 162 Blackwood Road, Kojonup.

BACKGROUND

Lot 162 Blackwood Road, Kojonup, represents approximately 34 hectares of agricultural land situated between Kojonup’s industrial estate and the Showgrounds/Sporting Precinct on Blackwood Road. Previously, this land has been leased by the Kojonup Football and Cricket Clubs for farming purposes to provide funding for the Clubs’ ongoing operations.

The most recent lease over this land expires on 27 March 2025.

At its 29 November 2022 Ordinary Meeting, Council resolved as follows:

“That Council:

- 1. calls for public expressions of interest for the lease of lot 162 Blackwood Road, Kojonup with the following conditions applying:*
 - a) Term of lease to be for a period of three (3) years;*
 - b) The lessee accepts the property on an ‘as is’ basis;*
 - c) The lessee is to maintain perimeter fences at the current standards;*
 - d) The Shire of Kojonup will not be liable for any issues arising from fencing and/or containment of stock;*
 - e) The lessee is responsible for managing and minimising any fire hazard and complying with any relevant conditions of the annual fire break order; and*

- f) Any stocking rates will be agreed by both parties on an 'as needs' basis to respond to any animal welfare, fire hazard reduction, and land quality preservation issues that may arise.
and
2. applies the following grading criteria to each expression of interest for this lease:
- Community Value Creation 50%
 - Price 40%
 - Proposed Property Improvements 10%

A call for Expressions of Interest (EOI) was subsequently advertised at the end of 2022 for the leasing of 162 Blackwood Road, Kojonup, and closed on 20 January 2023.

At its 21 March 2023 Ordinary Council Meeting, Council resolved as follows:

"That the Expression of Interest from the Kojonup Tennis Club for \$2,550.00 per annum for the lease of 162 Blackwood Road, Kojonup, for a two (2) year period commencing 28 March 2023 and concluding 27 March 2025, for cropping purposes, be accepted.

That Council delegates authority to the Chief Executive Officer to negotiate and execute the above-mentioned lease agreement for 162 Blackwood Road, Kojonup with the Kojonup Tennis Club."

COMMENT

At the close of EOIs on 27 February 2025 an EOI has been received from the Kojonup Tennis Club ([attachment 9.4.5.2](#)).

The Kojonup Tennis Club has stated, in its EOI, that it wishes to lease 162 Blackwood Road, Kojonup for a period of one (1) year for \$2,500 per year and in accordance with the advertised conditions of lease ([attachments 9.4.5.3 and 9.4.5.4](#)).

It is recommended that Council resolve to lease 162 Blackwood Road, Kojonup to the Kojonup Tennis Club.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Local Government Act 1995 s. 3.58:

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

Local Government (Functions and General) Regulations 1996 r. 30:

30. Dispositions of property excluded from Act s. 3.58

(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.

(2) A disposition of land is an exempt disposition if —

- (b) the land is disposed of to a body, whether incorporated or not —
- (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
- (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;
- (2a) A disposition of property is an exempt disposition if the property is disposed of within 6 months after it has been —
- (a) put out to the highest bidder at public auction, in accordance with section 3.58(2)(a) of the Act, but either no bid is made or any bid made does not reach a reserve price fixed by the local government; or
- (b) the subject of a public tender process called by the local government, in accordance with section 3.58(2)(b) of the Act, but either no tender is received or any tender received is unacceptable.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The most recent annual lease payments for this parcel of land were \$5,100 for a two (2) year period.

There will also be a cost reduction in fire hazard control for the Shire as the lessee is responsible for this task.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risks Description/Cause	Key Controls	Current Action
10 – Management of Facilities, Venues and Events	Lack of Lease/Contract/Agreement/MOU/Licence documentation	Lease agreements for Shire facilities	Develop Lease agreements register for all Shire facilities
<i>Risk Rating - Adequate</i>			
IMPLICATIONS			
The formation of leases for Shire owned or managed land defines the terms that apply to all parties and lessens the ambiguity if an issue arises during the term of the lease. Due diligence in the use/maintenance of the land by another party (e.g., a lessee) provides for fire hazard risk reduction.			

ASSET MANAGEMENT IMPLICATIONS

Leasing of 162 Blackwood Road, Kojonup, ensures the use, maintenance and fire hazard reduction of this land asset whilst also providing revenue to the Shire and the community.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That the Expression of Interest from the Kojonup Tennis Club for \$2,500.00 per annum for the lease of 162 Blackwood Road, Kojonup, for a one (1) year period commencing 28 March 2025 and concluding 27 March 2026, for cropping purposes, be accepted.

That Council delegates authority to the Chief Executive Officer to negotiate and execute the above-mentioned lease agreement for 162 Blackwood Road, Kojonup with the Kojonup Tennis Club.

9.4.6 KOJONUP HOCKEY OVAL DRAINAGE

AUTHOR	Du-Wayne Lottering – Property Services Manager and NRM
DATE	Monday, 17 March 2025
FILE NO	DB.BDA.12
ATTACHMENT(S)	9.4.6.1 – Kojonup Hockey Drainage – Quote 9.4.6.2 – Kojonup Hockey – A3_500_1 9.4.6.3 – Sub Surface Drainage Specification 9.4.6.4 – SS Detail

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A high Performing Council	SoK Finances and Funding SoK Asset Management

DECLARATION OF INTEREST

Nil

SUMMARY

To consider a capital request to transfer funds from the Sporting Complex Reserve Account (which includes the Hockey Oval) for an asset maintenance request to install drainage for the south side of the hockey oval due to flooding during winter rain periods which forces the Hockey Club to move their games to other sporting facilities due to health and safety concerns.

BACKGROUND

Council Policy 2.1.8 – ‘Financial Governance’ has a section relating to reserve accounts, which states as follows:

‘In addition to grant funding, the Shire’s reserve accounts are one of the primary funding sources for major projects and will be prioritised in the annual budget. Cash reserves are to be established and maintained to accumulate funds for the following purposes:

- 1. To smooth funding allocations over future years;*
- 2. To offset liabilities in respect of previously earned employee entitlements to the extent they require an outflow of funds not allocated in the annual budget;*
- 3. To meet statutory obligations;*
- 4. To fund renewal of existing physical/built assets;*
- 5. To fund future strategic initiatives and the provision of new services and facilities to future residents;*
- 6. To buffer against unpredictable events;*
- 7. To hold unspent grants and contributions; and*
- 8. Other purposes as determined by the Council from time to time.*

When preparing the annual budget each year, consideration will be given to establishing reserve accounts for major projects as contained within the Community Strategic Plan.

COMMENT

This request is being sought due to the current drainage and safety issues regarding the Hockey Oval at Benn Parade.

It requires an urgent correction for the safety of our community members and Shire staff. Various quotes were requested from sports turf consultants and only one quote was received.

Quote received:

1. Sports Turf Construction T/A Subsurface Water Management - \$19,306.00

The author recommends using Subsurface Water Management as they specialise in this type of drainage replacement and irrigation solutions with the least amount of impact and quickest recovery on the hockey oval.

It is recommended that funds from the Sporting Complex Reserve is transferred to fund this emergency purchase.

CONSULTATION

BGL Consulting

Adam Davy Consulting

Chief Executive Officer

STATUTORY REQUIREMENTS

The Local Government Act provides for local governments, including regional local governments, to prepare an annual budget.

6.2. Local government to prepare annual budget

(1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

***Absolute Majority Required**

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There is no impact to the budget if the funds are transferred from the Sporting Complex Reserve. The Sporting Complex Reserve will decrease in value by the selected quote amount.

The combined sporting complex reserves have a current total balance of \$117,915.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risks Description/Cause	Key Controls	Current Action
1 – Asset Sustainability	Failure and Unexpected breakdowns	Routine maintenance schedule: Other infrastructure (Parks, reserves & play equipment)	Review and Update Long Term Asset Management Plan, Road Plan, P&E Plan
<i>Risk Rating - Adequate</i>			
IMPLICATIONS			
If the hockey field is not adequately drained, the risk of injury is significantly higher. Line marking can't be carried out, and currently staff members have to spread sand weekly over the wet areas by manual labour as it is too wet to use plant equipment.			

ASSET MANAGEMENT IMPLICATIONS

The outcome will be a safety feature on the asset to ensure the wellbeing of the community while enjoying the hockey field over the coming annual winter months.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council approves a capital request withdrawal of \$19,306.00 from the Sporting Complex Reserve to fund the urgent Hockey Oval Drainage, as presented.

9.4.7 MINUTES OF AN AUDIT AND RISK COMMITTEE MEETING HELD 5 FEBRUARY 2025

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Wednesday, 12 March 2025
FILE NO	FM.AUD.3
ATTACHMENT(S)	9.4.7.1 - Unconfirmed minutes of an Audit and Risk Committee Meeting held 5 February 2025

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to receive the unconfirmed minutes of the Audit and Risk Committee meeting held 5 February 2025.

BACKGROUND

The Audit and Risk Committee is established under Section 71A of the *Local Government Act 1995* ensuring transparency in the Shire of Kojonup'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 the Council receiving the minutes of its Audit and Risk Committee meeting held 5 February 2025.

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 rd party adverse findings against Shire	Audit and Risk Committee	4 Meetings held per annum
<i>Risk rating: Low</i>			
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 Council receive the unconfirmed minutes of an Audit and Risk Committee meeting held 5 February 2025.

**9.4.8 MINUTES OF A ROADS AND TECHNICAL SERVICES ADVISORY COMMITTEE MEETING
HELD 13 FEBRUARY 2025**

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Wednesday, 12 March 2025
FILE NO	GO.CLR.026
ATTACHMENT(S)	9.4.8.1 - Unconfirmed minutes of a Roads and Technical Services Advisory Committee Meeting held 13 February 2025

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to receive the unconfirmed minutes of the Roads and Technical Services Advisory Committee meeting held 13 February 2025.

BACKGROUND

The Roads and Technical Services Advisory Committee purpose is to advise Council on issues in relation to the Shire of Kojonup’s roads and technical services.

COMMENT

This item is the Council receiving the minutes of its Roads and Technical Services Advisory Committee meeting held 13 February 2025.

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 rd party adverse findings against Shire	Roads and Technical Services Advisory Committee	4 Meetings held per annum
<i>Risk rating: Low</i>			
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 Council receive the unconfirmed minutes of a Roads and Technical Services Advisory Committee meeting held 13 February 2025.

9.4.9 BUSH FIRE ADVISORY COMMITTEE (BFAC) MEETING MINUTES – 13 February 2025

AUTHOR	Estelle Lottering – Project Manager and Regulatory Services
DATE	Tuesday, 14 March 2025
FILE NO	ES.CIR.2
ATTACHMENT(S)	9.4.9.1 – Unconfirmed BFAC Meeting Minutes – 13 February 2025 9.4.9.2 – DFES – LG Package Report – January 2025 – Shane Harris 9.4.9.3 – Notes Meeting – Recommendations to BFAC – Mick Mathwin 9.4.9.4 – 6.2 SOK Policies – Emergency Services – Bush Fire Control Officer Appointments – Shane Harris 9.4.9.5 – 6.3 SOK Policies – Emergency Services – Hazard Reduction burning by brigades – Shane Harris 9.4.9.6 – SOK Policies – Emergency Services – Bush Fire Mitigation – Shane Harris 9.4.9.7 – Letter – Paul Grant 25.1.2025 9.4.9.8 – Kojonup BFAC – DFES Notes February 2025 9.4.9.9 – SoKO BFAC Issues – Actions Status Report 2025

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to receive the unconfirmed minutes of a BFAC meeting held 13 February 2025.

BACKGROUND

The BFAC is established under Section 67 of the *Bush Fires Act 1954* and plays an important role in the Council’s decision-making process.

COMMENT

Unconfirmed minutes of a BFAC meeting held 13 February 2025 are attached. A recommendation to appoint bush fire control officers is addressed separately.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Section 67 of the *Bush Fires Act 1954*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
2 - Business Disruption	Lack of (or inadequate) emergency response/business continuity plans. Lack of training for specific individuals or availability of appropriate emergency response.	Regular LEMC, DEMC Meetings	Nil
Risk Rating - <i>Adequate</i>			
IMPLICATIONS			
Under legislation, the Shire of Kojonup (Shire) may establish and maintain a BFAC. The risk of not having a BFAC is that Staff and Councillors do not necessarily possess the relevant knowledge or experience regarding bush fires. The Shire is reliant on the BFAC to be able to provide this knowledge and to support volunteer bush fire efforts, training and resourcing requirements in protecting community safety and assets.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council receive the unconfirmed minutes of a Bush Fire Advisory Committee meeting held 13 February 2025.

**9.4.10 NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE (NRMAC) MEETING
20 FEBRUARY 2025 – MINUTES**

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Wednesday, 12 March 2025
FILE NO	EM.MET.2
ATTACHMENT(S)	9.4.10.1 - Unconfirmed minutes of a NRM Advisory Committee Meeting held 20 February 2025

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to receive the unconfirmed minutes of the NRMAC meeting held 20 February 2025.

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

This item is solely the Council receiving the unconfirmed minutes of the NRMAC meeting held 20 February 2025.

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 rd party adverse findings against Shire	Natural Resource Management Advisory Committee	4 Meetings held per annum
<i>Risk rating: Low</i>			
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 Council receive the unconfirmed minutes of the Natural Resource Management Advisory Committee meeting held on 20 February 2025.

9.4.11 MINUTES OF A KOJONUP HISTORICAL, TOURISM AND CULTURAL COMMITTEE MEETING HELD 4 MARCH 2025

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Wednesday, 12 March 2025
FILE NO	CS.SRP.3
ATTACHMENT(S)	9.4.11.1 - Unconfirmed minutes of a KHTC Committee Meeting held 4 March 2025

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to receive the unconfirmed minutes of a Kojonup Historical, Tourism and Cultural Committee meeting held 4 March 2025.

BACKGROUND

The Kojonup Historical, Tourism and Cultural Committee was established following Council’s 2023 Local Government Election with defined terms of reference and a membership consisting of five (5) committee members being one (1) Councillor, one (1) Delegate Proxy and three (3) Community Members.

COMMENT

This item is solely the Council receiving the minutes of its Kojonup Historical, Tourism and Cultural Committee meeting held 4 March 2025.

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 rd party adverse findings against Shire	Kojonup Historical, Tourism and Cultural Committee	4 Meetings held per annum
<i>Risk rating: Low</i>			
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 Council receive the unconfirmed minutes of a Kojonup Historical, Tourism and Cultural Committee meeting held 4 March 2025.

9.4.12 UPDATE TERMS OF REFERENCE – AUDIT AND RISK COMMITTEE

AUTHOR	Tonya Pearce – Governance and Rates Officer
ATE	Monday, 17 March 2025
FILE NO	GO.CNM.6
ATTACHMENT(S)	9.4.12.1 – Updated Terms of Reference for the Audit and Risk Committee - Showing Changes 9.4.12.2 – Fact Sheet – Reforms to Governance and Committees 9.4.12.3 – Salaries and Allowances Act 1975.

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

Council to consider updated Terms of Reference (ToR) for its Audit and Risk committee.

BACKGROUND

The Local Government Amendment Act 2024, which advances a range of reforms to the Local Government Act 1995 and associated regulations, became law on 6 December 2024. This new legislation affects local government audit committees as follows:

1. A local government must establish a committee of its council to be called the Audit, Risk and Improvement Committee (ARIC). Audit committees to have an improved focus as 'audit, risk and improvement' that are independently chaired, with greater clarity on how council committees should operate.
2. An employee of the local government is not to be a member of the ARIC, nor is a member to be nominated by, or is to be appointed to represent, any employee of the local government.
3. The presiding member of the ARIC cannot be a council member of the local government or of any other local government.
4. Any deputy presiding member of the ARIC cannot be a council member of the local government or of any other local government.
5. Two or more local governments may agree to establish a single committee to be the audit, risk and improvement committee of each of their councils (a shared committee).

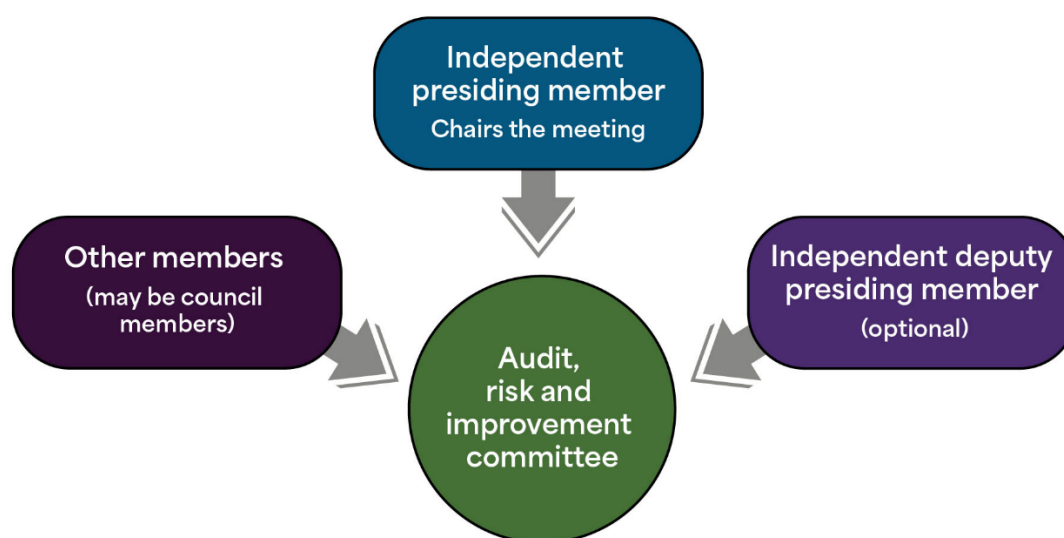
The legislation, while in force since 6 December 2024, has transitional provisions relating to the establishment of ARIC's and will be implemented over 2025. A separate agenda item will be completed for the Council to appoint a community presiding and deputy presiding member to the Committee and amend its name and functions.

The introduction of an independent presiding member provides an opportunity for increased community confidence in the Shire's financial and risk management. Operations may also benefit through appointing an independent chair with risk and financial management expertise that may otherwise be unavailable.

In relation to the current Act, an audit committee is required to be established comprising 3 or more persons appointed by absolute majority by a local government.

Most of the members must be Council Members. The CEO or a local government employee cannot be a member.

Audit, risk and improvement committee model;



The new Audit, Risk and Improvement Committee comprises the following roles, with a total of 3 or more members.

Under the proposed amendments in the Bill, an ARIC now requires an independent presiding member. A local government can choose to appoint an independent deputy presiding member to chair the meeting if the independent presiding member is unable to do so.

If a local government chooses not to nominate a deputy presiding member, the council will need to appoint an independent proxy to chair the meeting should the need arise.

Smaller local governments may also now choose to share an ARIC to reduce the burden on their resources.

COMMENT

Contained within this report are the updated Terms of Reference (ToR) for the new Audit, Risk & Improvement committee.

[Attachment 9.4.12.1](#) contains the proposed updated version of existing ToR's.

The Author is also seeking consideration from the Council to Advertise for the Independent Chair Role of the Committee.

CONSULTATION

Local Government Amendment Act 2024

CEO

STATUTORY REQUIREMENTS

Local Government Act 1995 – sections 5.8 to 5.25: Council meetings, committees and their meetings and electors' meetings

Local Government Amendment Act 2024

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
6 - Engagement Practices	Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Policies and Procedures	Nil
Risk rating - <i>Adequate</i>			
IMPLICATIONS			
Reviewing Terms of Reference allows Council to consider the ongoing relevance of its Committees, provides an opportunity to ensure that a Committee's purpose continues to meet the needs of Council and the Community into the future, and lessens the risk of not identifying Community matters for consideration; particularly, within those Committees that include community membership.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority - establishing a committee

OFFICER RECOMMENDATION

That Council:

1. Approve the creation of a new Audit, Risk & Improvement Committee (ARIC) aligned to the Terms of Reference (ToR), as presented, to supersede the current Audit & Risk Committee ToR's as per the *Local Government Amendment Act 2024*.
2. Authorise and direct the CEO to advertise for the appointment of two roles:
 - a. an Independent Chair to be the Presiding Member; and
 - b. a Deputy Presiding Member of the ARIC.
3. Direct the CEO to present an assessment of candidates for selection to the Council for its consideration post the recruitment process.

9.4.13 TERMS OF REFERENCE – COMMITTEES OF COUNCIL

AUTHOR	Tonya Pearce – Governance and Rates Officer
ATE	Monday, 17 March 2025
FILE NO	GO.CNM.6
ATTACHMENT(S)	9.4.13.1 – Proposed Terms of Reference for a new committee

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

Council to consider updated Terms of Reference (ToR) for a new committee.

Council to consider creating an advisory committee with the Terms of Reference for a Keneang Noongar Advisory Committee.

BACKGROUND

Council has expressed an interest to form a new Keneang Noongar Advisory Committee as per the new focus for Local Government.

COMMENT

Councillors, at their 10 December 2024 Briefing Session, discussed the formation of a Keneang Noongar Advisory Committee and requested the CEO to present a draft ToR for consideration.

The ToR for a new Keneang Noongar Advisory Committee are included in [Attachment 9.4.13.1](#).

Suggested frequency of meetings to be one meeting per quarter.

The ToR represent a statement of commitment to working with the local Keneang Noongar Aboriginal people on a number of key areas and to promote a greater understanding throughout the community of Aboriginal and non-Aboriginal peoples' history and culture.

It is important that any draft be socialised with the Keneang Noongar Elders before the Council fully adopts the ToR.

CONSULTATION

Briefing Session – 10 December 2024

Chief Executive Officer

Elders Luncheon Meeting

STATUTORY REQUIREMENTS

Local Government Act 1995 – sections 5.8 to 5.25: Council meetings, committees and their meetings and electors' meetings

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Minor adjustment to the budget for catering purposes.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
6 - Engagement Practices	Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Policies and Procedures	Nil
Risk rating - <i>Adequate</i>			
IMPLICATIONS			
Creating Terms of Reference allows Council to consider the ongoing relevance of its Committees, provides an opportunity to ensure that a Committee's purpose continues to meet the needs of Council and the Community into the future, and lessens the risk of not identifying Community matters for consideration; particularly, within those Committees that include community membership.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. Approves the Draft Terms of Reference for establishing a Keneang Noongar Advisory Committee to Council and authorises the CEO to distribute the Draft Terms of Reference, as presented, to the Keneang Noongar Elders Meeting for consideration and input.
2. Request the CEO to present feedback to Council for further consideration.

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

14.1.1 COMMUNITY EMERGENCY SERVICES MANAGER

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Monday, 17 February 2025
FILE NO	ES.CIR.2
ATTACHMENT(S)	14.1.1.1 – Draft Recruitment Package CESM 14.1.1.2 – CESM Performance Plan

STATUTORY REQUIREMENTS

Section 5.23(2) of the Local Government Act 1995 permits the Council to close a meeting, or part of a meeting, to members of the public if the meeting deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or

- (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*.

Subsection (3) requires a decision to close a meeting, or part of a meeting and the reason for the decision to be recorded in the minutes.

PROCEDURAL MOTION

That the meeting proceed behind closed doors in accordance with Section 5.23(2) (e) of the *Local Government Act 1995* at _____ pm.

PROCEDURAL MOTION

That the meeting be reopened to the public at _____pm.

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

14.1.1 COMMUNITY EMERGENCY SERVICES MANAGER

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)

6.1	6.1.1	Unconfirmed Minutes of an Ordinary Council Meeting held on 25 February 2025
9.1.1	9.1.1.1	SAPIO - Variation for Anti Climb
9.4.1	9.4.1.1	Annual Report 2023-2024
9.4.2	9.4.2.1	Monthly Financial Statements; 1 February 2025 to 28 February 2025
9.4.3	9.4.3.1	Monthly Payment Listing February 2025
9.4.4	9.4.4.1	Kojonup Budget Review 31 December 2024
9.4.5	9.4.5.1	Map showing 162 Blackwood Road, Kojonup
	9.4.5.2	Expression of Interest – Kojonup Tennis Club
	9.4.5.3	162 Blackwood Road Lease Expression of Interest Public Notice
	9.4.5.4	Info Pack - 162 Blackwood Road
9.4.6	9.4.6.1	Kojonup Hocky Drainage – Quote
	9.4.6.2	Kojonup Hockey – A3_500_1
	9.4.6.3	Sub Surface Drainage Specification
	9.4.6.4	SS Detail
9.4.7	9.4.7.1	Unconfirmed minutes of an Audit and Risk Committee Meeting held 5 February 2025
9.4.8	9.4.8.1	Unconfirmed minutes of a Roads and Technical Services Advisory Committee Meeting held 13 February 2025
9.4.9	9.4.9.1	Unconfirmed BFAC Meeting Minutes – 13 February 2025
	9.4.9.2	DFES – LG Package Report – January 2025 – Shane Harris
	9.4.9.3	Notes Meeting – Recommendations To BFAC – M Mathwin
	9.4.9.4	6.2 SOK Policies – Emergency Services – Bush Fire Control Officer Appointments – Shane Harris
	9.4.9.5	6.3 SOK Policies – Emergency Services –

		Hazard Reduction burning by brigades – Shane Harris
	9.4.9.6	6.4 SOK Policies – Emergency Services – Bush Fire Mitigation – Shane Harris
	9.4.9.7	Letter – Paul Grant 25.1.2025
	9.4.9.8	Kojonup BFAC – DFES Notes February 2025
	9.4.9.9	SoKO BFAC Issues – Actions Status Report 2025
9.4.10	9.4.10.1	Unconfirmed minutes of a NRM Advisory Committee Meeting held 20 February 2025
9.4.11	9.4.11.1	Unconfirmed minutes of a KHTC Committee Meeting held 4 March 2025
9.4.12	9.4.12.1	Updated Terms of Reference for the Audit and Risk Committee - Showing Changes
	9.4.12.2	Fact Sheet – Reforms to Governance and Committees
	9.4.12.3	Salaries and Allowances Act 1975.
9.4.13	9.4.13.1	Proposed Terms of Reference for a new committee

CONFIDENTIAL

14.1.1	14.1.1.1	Draft Recruitment Package CESM
	14.1.1.2	CESM Performance Plan

Kojonup



SHIRE OF KOJONUP

MINUTES

Ordinary Council Meeting

25 February 2025

MINUTES OF AN ORDINARY COUNCIL MEETING HELD ON 25 FEBRUARY 2025

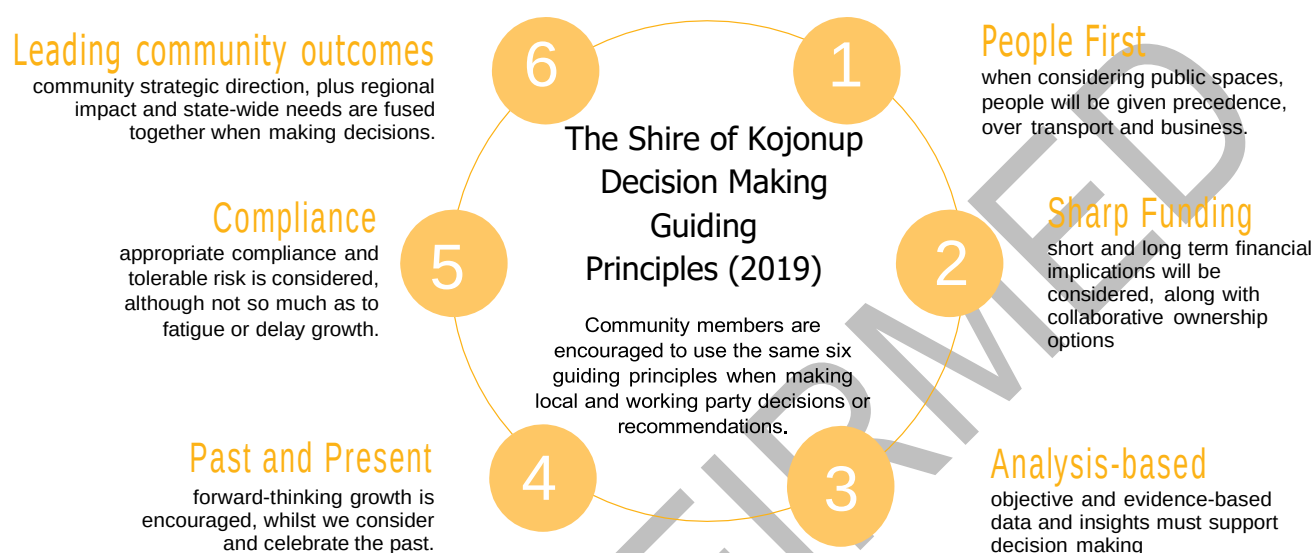
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UNCONFIRMED

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 shall declare the meeting open at 3.00pm 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

Almighty God, we pray for wisdom for our reigning monarch King Charles.

We ask for guidance in our decision making and pray for the welfare of all the people of Kojonup.

Grant us grace to listen and work together as a Council to nurture the bonds of one community.

Amen

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

**3 ATTENDANCE
COUNCILLORS**

Cr Bilney	Shire President
Cr Wieringa	Deputy Shire President
Cr Radford	
Cr Egerton-Warburton	
Cr Mathwin	
Cr Mickle	
Cr Webb	

STAFF

Grant Thompson	Chief Executive Officer
Tonya Pearce	Governance and Rates Officer

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 **ORDINARY COUNCIL MEETING 10 DECEMBER 2024**

Unconfirmed Minutes of an Ordinary Council Meeting held 10 December 2024 are at [attachment 6.1.1](#).

OFFICER RECOMMENDATION/COUNCIL DECISION

1/25 Moved Cr Radford

Seconded Cr Mathwin

That the Minutes of an Ordinary Council Meeting held 10 December 2024 be confirmed as a true record.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

7 **PRESENTATIONS**

7.1 **PETITIONS**

7.2 **PRESENTATIONS**

7.3 **DEPUTATIONS**

7.4 **DELEGATES' REPORTS**

The Chief Executive Officer and Shire President attended a meeting with Minister Whitby. In regards to renewable energy facilities in January 2025, and took Kojonup's Draft Policy, to discuss the need for State Government to take leadership in these facilities. Offered solutions to what problems the shire have encountered. Local Governments struggling for community benefit out of these processes. Contradiction of the Shires responsibility of policing these facilities. alter the rating of a property from UV to GRV and rated accordingly and the community would get income. Since then seen commentary, Minister Whitby has remembered our conversations very readily. It was a good useful meeting with Minister Whitby face to face, instead of via Zoom. Information in regard to the history of meetings that have been attended.

8 **METHOD OF DEALING WITH AGENDA BUSINESS**

Nil

9 **REPORTS**

9.1 **KEY PILLAR 'LIFESTYLE' REPORTS**

Nil

9.2 KEY PILLAR ‘ECONOMICS’ REPORTS

9.2.1 PROPOSED WORKSHOP/MAINTENANCE SHED – LOT 9999 THORNBURY CLOSE, KOJONUP

AUTHOR	Steve Thompson - Consultant Planner, Edge Planning & Property
DATE	Thursday, 13 February 2025
FILE NO	A22323
ATTACHMENT	9.2.1.1 - Approved subdivision plan and industrial estate road layout 9.2.1.2 - Plans and letter from applicant 9.2.1.3 - Extract from <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Economics	4. Grown Existing Business	4.1 Economic support program

DECLARATION OF INTEREST

Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.70 of the *Local Government Act 1995*).

SUMMARY

To consider an application for development approval for a workshop/maintenance shed (transport depot use) at Lot 9999 Thornbury Close, Kojonup.

BACKGROUND

The application site is owned by the Shire, is 21.5746 hectares in area, is vacant and is generally cleared. There are plans to extend the industrial estate southwards including an extension of Thornbury Close via a loop road (see Attachment 9.2.1.1).

Proposal

The applicant seeks approval to construct a shed for storage, workshop, and maintenance (transport depot use). The proposed shed is 496m² in floor area (32m long, 15.5m wide, 6.6m wall height) and will consist of Trimdek Zincalume cladding for the roof and walls. Details provided by the applicant are set out in Attachment 9.2.1.2.

The plans show the proposed shed will be setback 113m from the western boundary (to Thornbury Close), 44m to the northern property boundary (Roche Street) and 99m to the eastern property boundary.

The proposed shed is partially located within the designated bushfire prone area.

COMMENT

Following an assessment of the Development Application against the planning framework, it is recommended that Council conditionally approve the Development Application given:

- It is consistent with the planning framework;
- The shed has generous setbacks from property boundaries;
- The shed's location has taken account of the proposed road extension to the south, in the completion of the Thornbury Close loop (or to the east of the proposed shed);
- The proposed storage, workshop and maintenance shed (transport depot use) will have minimal off site impacts;
- The proposed shed and uses are not considered to create any significant amenity impacts;
- There are manageable bushfire risks;
- There are expected to be minimal environmental impacts;
- It assists to diversify and grow the local economy;
- There are no objections from other Shire officers/units; and
- Recommended development conditions and advice can assist to control the use, address amenity, limit off-site impacts and seek effective management of the development.

ALTERNATIVE OPTIONS AND THEIR IMPLICATIONS

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 shed would not be able to be constructed.

2. *Approve the proposal*

The Council can choose to approve the application, with or without conditions. If this option were chosen, the development can proceed subject to gaining a Building Permit.

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

Nil

STATUTORY REQUIREMENTS

Planning and Development Act 2005 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 (TPS3) which is an operative local planning scheme under the provisions of the Act and Regulations.

The site is zoned 'Industry' under TPS3.

‘Light industry’, ‘warehouse’ (storage) and ‘transport depot’ are all ‘P’ (permitted) uses in the Industry Zone. The proposed uses are subject to various requirements in TPS3 including addressing amenity, servicing, managing stormwater and the provision of landscaping. For instance, TPS3 sets a landscaping standard of 10% of the site area associated with industrial development. This standard can be modified if it addresses clause 5.6 of TPS3.

Attachment 9.2.1.3 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.

POLICY IMPLICATIONS

Nil.

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 Planning Scheme. 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

2/25 Moved Cr Egerton-Warburton

Seconded Cr Radford

That Council grant Development Approval for a workshop/maintenance and storage shed and associated transport depot use at Lot 9999 on Deposited Plan 39776 Thornbury Close, Kojonup pursuant to Schedule 2, Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and subject to the following conditions and advice notes:

1. The development hereby approved must be carried out in accordance with the submitted plans and specifications (addressing all conditions) or otherwise amended by the local government and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
2. The provision of details with the Building Permit application as to how stormwater and associated earthworks will be addressed for the proposed development to the satisfaction of the local government. The local government will require that all stormwater from the building and other impervious areas are collected and detained on site to the satisfaction of the local government prior to occupation. Connection to the Shire's drainage system is at the applicant/owner's cost to the specification and satisfaction of the local government. The stormwater facilities provided in accordance with this condition shall be permanently maintained in an operative condition to the satisfaction of the local government.
3. The development is connected to the reticulated water system prior to occupation.
4. The development is connected to an on-site sewage disposal system, to the satisfaction of the local government, prior to occupation.
5. An access and parking plan is provided to the satisfaction of the local government prior to the issue of a Building Permit. The vehicle access ways, vehicle manoeuvring areas and car parking spaces are then designed, constructed (unsealed standard other than the crossovers) and drained to the satisfaction of the local government prior to occupation. These areas shall be permanently maintained for vehicle parking, access and manoeuvring areas to the satisfaction of the local government.
6. The vehicle crossovers are suitably designed, drained, constructed (sealed) and maintained to the satisfaction of the local government.
7. A Dust Suppression Plan for the unsealed internal roadways and car parking bays must be prepared and submitted to the satisfaction of the local government prior to the

commencement of proposed development works. Following this, the plan is to be suitably implemented to the satisfaction of the local government.

8. The provision of details, with the Building Permit, which show a Landscaping Plan to the satisfaction of the local government. The site is then landscaped in accordance with the approved Landscaping Plan prior to occupation. Following this, the landscaped area shall be suitably maintained to the satisfaction of the local government at all times.
9. A Bushfire Attack Level Assessment is to be submitted with the Building Permit Application. The development is to be constructed in accordance with *AS3959 Construction of Buildings in Bushfire Prone Areas*. The Asset Protection Zone is to be permanently maintained around the building in accordance with the Bushfire Attack Level assessment.
10. An Emergency Evacuation Plan is to be prepared and/or updated to the satisfaction of the local government and then implemented prior to occupation. All measures contained in the Plan are to be maintained to the satisfaction of the local government. The Emergency Evacuation Plan is to be prominently displayed at all times in the approved building.
11. The location and design of the building, servicing, associated improvements, vehicle access and parking do not impact the planned extension of Thornbury Close as a loop road, including the road construction of a public road to the east of the proposed shed.

Advice:

- A) This is not a Building Permit. A Building Permit must be obtained before any building works commence.
- B) The applicant is advised that the approved development must comply with all relevant provisions of the of the *Public Health Act 2016*, the *Health (Miscellaneous Provisions) Act 1911*, the *Shire of Kojonup Health Local Law* and the *National Construction Code*.
- C) The level of noise emanating from the premises shall not exceed that prescribed in the *Environmental Protection Act 1986*, and the *Environmental Protection (Noise) Regulations 1997*.
- D) Any lighting device shall be positioned and shielded so as not to cause any direct, reflected or incidental light beyond the property boundaries. Lighting should be designed in accordance with *AS 4282-2019 Control of the Obtrusive Effects of Outdoor Lighting*.
- E) With regard to signage the applicant is advised that any sign affixed to the approved building wall does not require development approval. However, any form of freestanding signage may require a further application for development approval to be submitted and determined by the local government.

- F) The applicant is responsible for meeting the cost of power provision to the development. Unless an alternative on-site power supply is provided, any works should address Western Power requirements.
- G) If the applicant 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 14. An application must be made within 28 days of the determination.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

UNCONFIRMED

9.3 KEY PILLAR ‘VISITATION’ REPORTS

Nil

9.4 KEY PILLAR ‘PERFORMANCE’ REPORTS

9.4.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (DECEMBER 2024 & JANUARY 2025)

AUTHOR	Jill Johnson – Manager Financial and Corporate Services
DATE	Monday, 17 February 2025
FILE NO	FM.FNR.2
ATTACHMENT(S)	9.3.1.1 – Monthly Financial Statements December 2024 9.3.1.2 – Monthly Financial Statements January 2025

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to note the Monthly Financial Statement for the months ending 31 December 2024 and 31 January 2025.

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 December 2024 to 31 January 2025 represents seven (7) months, or 58% of the year.

The following items are worthy of noting:

- Closing surplus position of \$3,696,749.
- Capital expenditure achieved 26.8% of budgeted projects.
- Cash holdings of \$4,480m of which \$1,166m is held in cash backed reserve accounts and \$3,314 is unrestricted cash.
- Rates debtors outstanding equate to 18% of total rates raised for 2024/2025.
- Page 11 of the statements detail major variations comparing year to date (amended) budgets to year-to-date actuals in accordance with Council Policy 2.1.6.

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 of Kojonup. 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/COUNCIL DECISION

3/25 Moved Cr Mathwin

Seconded Cr Wieringa

That the monthly financial statements for the period ending 31 December 2024 & 31 January 2025, as attached, be noted.

CARRIED 6/1

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

Against: Cr Webb

Question taken on notice by Cr Webb:

There was a payment made to Wagyl Kaip on the 11/12/2024 for \$9221.06. Would like a breakdown of the invoice.

9.4.2 MONTHLY PAYMENTS LISTING – DECEMBER 2024 AND JANUARY 2025

AUTHOR	Rachael Egerton-Warburton – Finance and Payroll Officer
DATE	Friday, 14 February 2025
FILE NO	FM.AUT.1
ATTACHMENT	9.4.2.1 - Monthly Payment Listing December 2024 9.4.2.2 - Monthly Payment Listing January 2025

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be "The Cultural Experience Centre of the Great Southern" STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

To receive the list of payments covering the months of December 2024 and January 2025.

BACKGROUND

Nil

COMMENT

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

Any comments or queries regarding the list of payments are 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 are 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

4/25 Moved Cr Mathwin

Seconded Cr Mickle

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 December 2024		TO – 31 January 2025
Municipal Cheques	14395-14396	\$40,750.70
EFTs	35260 - 35588	\$1,788,827.77
Direct Debits		\$986,699.85
Total		\$2,816,278.32

be received.

CARRIED 6/1

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle
Against: Cr Webb

Question taken on notice by Cr Mathwin:

Would like a breakdown of Message Media expenses.

Question taken on notice by Cr Webb:

There was a payment made to Wagyl Kaip on the 11/12/2024 for \$9221.06. Would like a breakdown of the invoice.

9.4.3 DELEGATION REGISTER – ANNUAL REVIEW

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 2 December 2024
FILE NO	PE.AUT.2
ATTACHMENT	9.4.3.1 - Delegation Register – existing (November 2023) copy – showing changes

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to conduct an annual review of Council's Delegation Register (Register).

BACKGROUND

Section 5.46 (2) of the *Local Government Act 1995* requires that delegations be reviewed at least once every financial year. Council's Delegation Register was last reviewed by the Council in December 2023.

Council has resolved to adopt and delegate the functions referred to within the attached Delegations Register to the Chief Executive Officer (CEO). Under the *Local Government Act 1995*, the Council is only able to delegate to the CEO and the CEO may then on-delegate to other Officers. When a decision is made under delegation, it is as if that decision has been made by the Council.

Any changes made by Council between its annual reviews of the Register are amended in the Register immediately following the Council meeting wherein the change was resolved.

COMMENT

A review of the Delegation Register has been undertaken in accordance with the *Local Government Act 1995* to ensure that it contains the requirements for the Shire of Kojonup to function efficiently and to ensure good governance.

All managers and other relevant staff were given the opportunity to participate in the Register review.

A summary of delegations with recommended, consequential changes are as follows:

- ADMIN 005 – Appointment of Authorised Persons

Update of sub-delegation authority and Act information.

- ADMIN 011 – Authorising Officers to Impound Goods & Sell Uncollected Goods
Update of sub-delegation authority and Act information.

- ADMIN 012 – Power of Entry onto Private Land
Update of sub-delegation authority and Act information.

- ADMIN 013 – Native Title – Party to an Application
Repeal.

- ADMIN 014 – Prosecutions, Enforcement & Legal Proceedings
Update of sub-delegation authority and Act information.

- ADMIN 015 – Tenders or Quotations for the Supply of Goods & Services
Update of sub-delegation authority and Act information.

- EMPL 004 – Staff Employment, Salaries & Contracts
Update conditions.

- FIN 001 – Payments from Municipal & Trust Fund
Update heads of power of sub-delegation and authorisation

- FIN 003 – Write Off Money owed to Shire
Update of sub-delegation authority

- BLDG 001 – Building and Demolition Permits
No longer repealed

- BLDG 004 – Issuing Notices for Building Works
Update of sub-delegation authority, heads of power and statutory framework

- FIRE 002 – Varying Prohibited/Restricted Burning Times (Variations)
Update delegate and information

- FIRE 003 – Institute Prosecutions for Breaches of the *Bush Fire Act 1954*
Update Act information

- FIRE 006 – Varying Restricted Burning Times
Repeal, covered by delegation FIRE 002

- FIRE 008 – Exemptions for Bush Fire Act
New delegation

- RANGER 001 – Institute Proceedings for Offences Under the Cat Acts
Update of sub-delegation authority, head of power, conditions and statutory framework

- RANGER 002 – Institute Proceedings for Offences Under the Dog Acts
New delegation

- RANGER 004 – Institute Proceedings for Offences Under the *Litter Act 1979*
Update head of power information

- ROADS 011 – Activities on Thoroughfares & Trading in Thoroughfares & Public Places Local Law
Update of sub-delegation authority and conditions

CONSULTATION

Chief Executive Officer

Manager Works and Infrastructure

Manager Financial and Corporate Services

Project Manager and Regulatory Services

Manager Kodja Place, Tourism and Marketing

Governance and Rates Officer

STATUTORY REQUIREMENTS

The *Local Government Act 1995*, sections 5.42 to 5.46 and Regulation 19 of the *Local Government (Administration) Regulations 1996* relate to delegations.

Specifically, section 5.42 of the *Local Government Act 1995* allows for the delegation of some powers and duties from the Council to the CEO. Section 5.42 states:

(1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.*
**Absolute majority required.*

A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

POLICY IMPLICATIONS

There are no policy implications for this report.

FINANCIAL IMPLICATIONS

This report or its recommendation does not in itself have a financial implication.

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.	Ineffective policies & processes; Ineffective monitoring of changes to legislation.	Nil
<i>Risk rating: Adequate</i>			
IMPLICATIONS			

This report ensures legislative compliance and continues a framework of delegations to ensure that the Council and staff are aware of and are undertaking their respective roles and responsibilities.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications for this report.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

5/25 Moved Cr Wieringa

Seconded Cr Mickle

That the Delegation Register dated November 2023, with amendments as presented, be adopted in accordance with section 5.42 of the *Local Government Act 1995*.

AMENDMENT

6/25 Moved Cr Mathwin

Seconded Cr Mickle

In the Delegation Register under FIRE002, re-strike Chief Executive Officer and re-instate Shire President

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

9.4.4 POLICY MANUAL REVIEW

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 2 December 2024
FILE NO	CM.POL.2
ATTACHMENT	9.4.4.1 - Policy Manual – existing (December 2023) copy showing proposed changes

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to conduct an annual review of Council’s Policy Manual.

BACKGROUND

Council’s Policy Manual is reviewed, in its entirety, on an annual basis and was last reviewed by Council in December 2023. Amendments to, and formation of, individual policies have been presented to Council for its consideration on an as needs basis in the interim, being incorporated into the Policy Manual at the time of amendment or formation.

COMMENT

The annual review of the Policy Manual has been undertaken by staff and proposed amendments are shown (tracked) in attachment 9.4.4.1.

Please refer to the attachment for detailed information.

CONSULTATION

Chief Executive Officer and Senior Management Team
Administration Staff via Administration Staff Meetings – review of a different policy on a regular basis to ensure relevance of content

STATUTORY REQUIREMENTS

While policies have no legal status, it is considered best practice for local governments to have a set of policies that provide guidance to staff, effectively negating the need for staff to constantly refer to Council. Council may adopt, amend or waive policies under Section 2.7 (2) of the *Local Government Act 1995*.

POLICY IMPLICATIONS

This item recommends amendments to several existing Council policies, as outlined under *Comment*.

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
8 - Errors, Omissions and Delays	Changes to legislation	Policies and Procedures	Nil
<i>Risk rating - Adequate</i>			
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).			
Timely updating of policies in accordance with legislation amendments assists in reducing the likelihood of non-compliance with legal requirements.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

7/25 Moved Cr Egerton-Warburton

Seconded Cr Wieringa

That the attached Shire of Kojonup Policy Manual, dated December 2023 and including amendments as presented, be adopted.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

9.4.5 ANNUAL FINANCIAL REPORT 2023/2024 AND GENERAL MEETING OF ELECTORS

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Tuesday, 23 January 2024
FILE NO	FM.AUD.2 & FM.FNR.1
ATTACHMENT(S)	9.4.5.1 - Annual Financial Report - Shire of Kojonup - 30 June 2024 9.4.5.2 - Final Management Letter - Shire of Kojonup - 30 June 2024 9.4.5.3 - Transmittal Letter to CEO - Shire of Kojonup - 30 June 2024 9.4.5.4 - Opinion - Shire of Kojonup - 30 June 2024

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.1 SoK finances and funding 12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to consider the 2023/2024 Audited Annual Financial Report, incorporating the Audit Report and associated correspondence and consider whether to recommend to the Council to adopt the 2023/2024 Audited Reports.

BACKGROUND

Each local government is to prepare an annual financial report 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.

COMMENT

The Audit Report and Annual Financial Report will be considered by the Council at its 25 February 2025 Ordinary Meeting. The Auditor’s Management Letter is provided as additional information to the Committee and Council for transparency and full disclosure. It is suggested that the Audited Annual Financial Report, incorporating the aforementioned documents, be considered by Council at an Ordinary Council Meeting to be called for 3.00pm, Tuesday, 25 February 2025.

The Annual Electors Meeting must be held within 56 days of the Council 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 by 22 April 2025. In previous years, the Annual Electors Meeting has been held in the evening following the Ordinary Council Meeting (OCM). However, as the OCM is in late April it is recommended that the Annual Electors Meeting be held on Wednesday 9 April 2025 at the Kojonup 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 mediums.

FINDINGS IDENTIFIED DURING THE FINAL AUDIT

Index of findings	Potential impact on audit opinion	Rating			Prior year finding
		Significant	Moderate	Minor	
1. Employee related provisions	No	✓			✓
2. Credit card transactions not reported to council	No			✓	
3. Asset register – land & buildings	No		✓		

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 could indicate the need for a modified audit opinion 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 opinion, 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.

Contained within the 2023/2024 Audit Report were matters identified as significant by the Auditor. The matters raised as significant by the Auditor were as follows:

1. *Employee related provisions*

Finding

This issue was first raised in 2023.

From our review of employee long-service leave provisions at 30 June 2024 we noted provisions balances still exist for 76 employees that are no longer employed by the Shire. The estimated overstatement of the Shire's long service leave provision was \$162,721 at 30 June 2024. Subsequently this finding was corrected in the financial report.

Rating: Significant (2023 Significant)

Implication

Where inaccurate employee data is used to estimate the Shire's employee related provisions, there is an increased risk of material errors occurring in the annual financial report.

Recommendation

The Shire should review the employee data used to develop and recognise employee related provisions and ensure this is current and up to date each year. Adjustments should be recognised to reduce the liability balances for any entitlements paid or where the entitlement is no longer required to be recognised.

Management comment

The Shire will enforce an exit process and checklist when employees leave the Shire to ensure their entitlements are removed from the payroll system. In 2025 the Shire intends to hire a Human Resource Coordinator to coordinate with payroll on exiting the employee from the Shire.

2. Credit card transactions not reported to council

Finding

During our review of the minutes from the Shire Council meetings, we observed that the accounts paid listing presented to the council did not include transactions made using credit cards or purchasing cards. This omission is not in compliance with Section 13A of the Local Government Act (Financial Management) Regulations 1996, which mandates that all accounts paid, including credit card transactions, must be listed. We did not identify any fraudulent transactions in our review of credit card or purchasing card transactions.

Rating: Minor

Implication

The exclusion of credit card and purchasing card transactions constitutes a Non-compliance with the Local Government (financial management) Regulations 1996 requirements and limits visibility into these transactions, increasing the risk of undetected errors, misuse, or fraud.

Recommendation

All corporate credit and purchasing card transactions be submitted to the council for review and approval at the meeting immediately following the payment of these cards. This practice will ensure compliance with the Local Government Financial Management Regulations and enhance transparency and accountability to both the council and the public.

Management comment

The Shire recognises that more information is required to be reported and will improve the reporting process to include the data in the agenda report for Council at the same time the monthly payment listings are provided.

3. Asset register – land & buildings

Finding

During our review asset records and the asset register we noted the following:

- *We were unable to identify or locate the following properties in order to confirm ownership via Landgate online enquiry:*
 - *LB0097 – Harper Road – Townsite (\$38,000)*
 - *LB0236 – Lot 19 Bowler Place – Townsite (\$14,000).*
- *The following properties are included in the Shire's asset register, but are not owned by the Shire:*
 - *LB0221 – 33 Newstead Road – Townsite (\$35,000)*
 - *LB0235 – Lot 107A Albany Highway - Townsite (\$500).*
- *Land additions totalling \$10,661 that were included in the general ledger were not reflected in the additions to the asset register.*

The lots identified above have been reported as uncorrected errors in the management representation letter and should be subject to further review & adjustment if required in 2024- 25.

Rating: *Moderate*

Implication

Asset transactions that are not recorded correctly or in a timely manner can result in the misstatement of asset values in the financial report.

Recommendation

Management should ensure that asset records and registers are regularly reviewed and movements during the period have been appropriately reflected on the registers. Where assets that are not owned by the Shire are identified, they should be removed from the asset register using the appropriate accounting treatment. We also recommend that adequate detail be included for all assets in order to enable these assets to be identified easily.

Management comment

The Shire will implement a verification process of ownership. Once ownership determined the Shire will either remove them from the asset register or confirm Shire ownership.

Secondary the Shire will implement a review process for the asset register to verify the Shires assets at least once per financial year or as required when assets are purchased or disposed of.

Greater detail of all findings can be read in the management letter and correspondence attached.

CONSULTATION

Auditors – Lincolns Accountants Albany
The Office of the Auditor General
Manager Financial and Corporate Services

STATUTORY REQUIREMENTS

Section 5.26 to 5.33; 5.53 & 5.54 of the *Local Government Act 1995*
Section 7.12A (Duties of local government with respect to audits) of the *Local Government Act 1995*
Regulation 50(1) (c) of the Local Government (Financial Management) Regulations 1996

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 2024. 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

Absolute Majority

OFFICER RECOMMENDATION/COMMITTEE DECISION/COUNCIL DECISION

8/25 Moved Cr Radford

Seconded Cr Mickle

That the Audit & Risk Committee present the 2023/24 Audited Annual Financial Report to the Council and recommend to Council that:

1. The 2023/2024 Audited Annual Financial Report, and accompanying correspondence, be adopted;
2. The Chief Executive Officer be requested to forward a copy of this Audit Committee recommendation, and the Council agenda item, to the Minister for Local Government and place them on the Shire of Kojonup website in accordance with Section 7.12A (Duties of local government with respect to audits) of the *Local Government Act 1995*;
3. The matters raised in the Auditor's Management Letter be noted, a report produced internally on how the significant items will be addressed, and those actions be included in the Committee Status Report of future Audit and Risk Committee agendas; and
4. The Council direct the Chief Executive Officer to complete the Annual Report compilation and:
 - present the finalised 'Electors Annual Report' for consideration to the March Ordinary Council Meeting held at 3.00pm, Tuesday, 25 March 2025; and

- schedule an Annual Electors Meeting to be held at 6.00pm, Wednesday, 9 April 2025 at the Kojonup Sporting Complex.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

UNCONFIRMED

9.4.6 COMPLIANCE AUDIT RETURN 2024

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 20 January 2025
FILE NO	CM.REP.1
ATTACHMENT(S)	9.4.6.1 - Compliance Audit Return 2024

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be "The Cultural Experience Centre of the Great Southern" STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for the Audit and Risk Committee to consider, and recommend to Council, the adoption of the Compliance Audit Return for 2024.

BACKGROUND

Completion of the Compliance Audit Return (CAR) is mandatory for each local government. Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* require a local government to carry out a compliance audit for each calendar year. A local government's Audit and Risk Committee must review the CAR and report same to Council to adopt after which a certified copy, together with a copy of the section of Council minutes adopting the CAR plus any other relevant information, must be submitted to the Department of Local Government, Sport and Cultural Industries (Department) by 31 March each year.

Items of note for the Committee in the previous 2023 CAR included the following:

- all relevant persons to have lodged an annual return by 31 August annually;
- delayed receipt of the Shire's Audit Report;
- the need to complete a report on the training completed by Council members in the 2022/2023 year, by 31 July 2023; and
- the need for Council to adopt and publish a policy dealing with attendance of Council members and the Chief Executive Officer (CEO) at events.

It should be noted that all of the above matters were dealt with accordingly. A policy dealing with Councillor and CEO attendance at events was adopted by Council at its 12 December 2023 Ordinary Meeting (CM 141/23).

COMMENT

The 2024 CAR has been completed following a review of processes and documentation for each activity/area in which compliance is being assessed against the *Local Government Act 1995* and its associated regulations.

There are three items of Non-Conformance for the Audit Committees consideration in the 2024 CAR:

Question #	Section of the Act	Question	Response	Comment
Optional Questions # 8	s6.4(3)	By 30 September 2024, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2024?	No	However, an Exemption was applied for, supported by the auditors, and extension granted to 31/10/2024
Finance Questions # 5	s7.12A(4) (a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	Yes/No	Significant item actions were completed and letter outlining remedies sent to Auditors and OAG, but inadvertently not sent to the Minister. The Shire will rectify this in the coming audit outcomes.
Finance Questions # 6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website?	No	Significant item actions were completed and letter outlining remedies was sent to Auditors and OAG, but inadvertently not sent to the Minister. The Shire will rectify this in the coming audit outcomes.

This item is for the Audit and Risk Committee's consideration and recommendation to the Council for adoption and subsequent submission to the Department by 31 March 2025.

CONSULTATION

Chief Executive Officer
Governance and Rates Officer
Audit & Risk Committee

STATUTORY REQUIREMENTS

14. *Compliance audits by local governments*

(1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*

(2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*

(3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*

(3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —*

- (a) presented to the council at a meeting of the council; and*
- (b) adopted by the council; and*
- (c) recorded in the minutes of the meeting at which it is adopted.*

[Regulation 14 inserted: Gazette 23 Apr 1999 p. 1724-5; amended: Gazette 30 Dec 2011 p. 5580-1.]

15. *Certified copy of compliance audit return and other documents to be given to Departmental CEO*

(1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*

- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
- (b) any additional information explaining or qualifying the compliance audit,*

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

(2) *In this regulation —*

certified *in relation to a compliance audit return means signed by —*

- (a) the mayor or president; and*
- (b) the CEO.*

[Regulation 15 inserted: Gazette 23 Apr 1999 p. 1725; amended: Gazette 26 Jun 2018 p. 2386.]

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 Requirements (Statutory/Regulatory)	Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework.	Compliance Audit Report	Internal and External Layered Audits Process Reviews
Risk rating – High Control Rating - Adequate			
IMPLICATIONS			
Maximising compliance with legislation mitigates risk of damage to image and reputation as well as penalties associated with non-compliance; compliance demonstrates good practice methodology is in place.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN ALLIANCE (FORMERLY VROC) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COMMITTEE RECOMMENDATION

9/25 Moved Cr Mickle

Seconded Cr Egerton-Warburton

That Council;

1. Accept the Audit & Risk Committee recommendation that:

- i. a certified copy of the Compliance Audit Return for 2024, as attached; and
- ii. the relevant section of the Council minutes; and
- iii. any additional information explaining or qualifying the compliance audit; be adopted.

2. Authorise the CEO to submit the Compliance and Audit Return, as accepted, to the relevant authority by 31 March 2025.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

9.4.7 REVIEW OF VOLUNTEER HANDBOOK

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Tuesday, 21 February 2025
FILE NO	CM.POL.1
ATTACHMENT(S)	9.4.7.1 - Volunteer Handbook –2025 Review showing changes

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to review the Shire of Kojonup's (Shire) Volunteer Handbook.

BACKGROUND

The Shire's Volunteer Management Handbook (Handbook) was originally produced in 2016 in line with Council's adoption of its Volunteer Management Policy (Policy 2.3.8). Significant changes were made in November 2018 to form a less cumbersome and more user friendly Handbook and further reviews have been undertaken on an annual basis.

With the exception of volunteer firefighters who are recognised and supported via the Bush Fire Advisory Committee and relevant legislation, the Handbook represents a detailed point of reference for other Shire volunteers, provides guidance to managers overseeing volunteer programs and recognises volunteers as an integral part of our organisation. The provision of a Handbook for volunteers is also in keeping with Work Health and Safety best practice principles, working to protect the employer and the volunteer.

The Shire has many different activities that volunteers engage in (mainly at the Kodja Place precinct, the Kojonup Library and as Friends of Myrtle Benn) working alongside staff to deliver and enhance services and initiatives offered by the Shire. Without the support and contribution provided by volunteers, some of these services and initiatives would be difficult to sustain into the future.

COMMENT

The main suggested updates as of this review are to remove references to Springhaven Lodge as a place to volunteer for the Shire, as this is now directly through Hall and Prior (attachment 9.4.7.1).

CONSULTATION

Chief Executive Officer
Governance and Rates Officer
Audit & Risk Committee

STATUTORY REQUIREMENTS

Section 5.40 (e) of the *Local Government Act 1995*

5.40. Principles affecting employment by local governments

The following principles apply to a local government in respect of its employees —

(e) employees are to be provided with safe and healthy working conditions in accordance with the Work Health and Safety Act 2020;

Division 4, Subdivision 1 - 4. - *Work Health and Safety Act 2020 (replacing OSH Act 1984)* - Definitions –

volunteer means a person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses);

Section 7. Meaning of worker

(1) A person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as —

(h) a volunteer;

POLICY IMPLICATIONS

Policy 2.3.8 – Volunteer Management

FINANCIAL IMPLICATIONS

In addition to the social and community benefits associated with volunteering, the value adding that occurs without incurring wage expenses contributes to the ongoing provision of services and initiatives that otherwise may not happen.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
5 - Employment Practices	Failure to effectively manage and lead human resources (full-time, part-time, casuals, temporary and volunteers). Inadequate induction practices.	Induction process	Nil
14 - Safety and Security	Inadequate policy, frameworks, systems and structure to prevent the injury of visitors, staff, volunteers, contractors and/or tenants.	Contractor/Staff/Volunteer site inductions	Nil

Risk rating – Adequate/Adequate

IMPLICATIONS

A Volunteer Handbook ensures that the Shire's volunteers, and their managers, are provided with the necessary information to ensure duties are undertaken in a safe manner and volunteers are informed of their rights and obligations.

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COMMITTEE RECOMMENDATION/COUNCIL DECISION

10/25 Moved Cr Mathwin

Seconded Cr Mickle

That the revised Volunteer Handbook 2025, as attached, be adopted.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

Note: Bush Fire Brigade volunteers are not covered under this Volunteer Handbook and are covered under a separate induction process.

9.4.8 FUNDING ALLOCATION TO THE ADVOCACY PROJECT FOR PREVENTATIVE HEALTHCARE FUNDING IN RURAL WESTERN AUSTRALIA

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Monday, 17 February 2025
FILE NO	CS.SVP.25
ATTACHMENT(S)	9.4.8.1 - ALGA Submission - Provision of remote GP services 9.4.8.2 - Provision Of Medical Services in Rm 6 And 7 Communities Final Submission

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.1 SoK finances and funding

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to consider a recommendation from the Kojonup Ageing in Place committee to allocate \$5,000.00 to the advocacy project for provision of primary and preventative health care funding in regional and remote Western Australia.

BACKGROUND-

Members of the Kojonup Aging in Place Committee have advised the Council, it would like the Council to consider allocating \$5,000.00 to the advocacy project for primary and preventative health care funding in regional and remote Western Australia.

A group of six shires, Jerramungup, Ravensthorpe, Lake Grace, Narembreen, Gnowangerup, and Kojonup which all separately use the services of Livingston Medical have come together to advocate for the Federal and State Governments to support the necessary funding of primary and preventative health care in regional and remote communities.

Two advocacy papers have been formed to be presented to relevant forums (Refer to attachments 9.4.8.1 - ALGA Submission - Provision of remote GP services and 9.4.8.2 - Provision Of Medical Services In Rm 6 And 7 Communities Final Submission)

COMMENT

The outcome from this advocacy project is to seek an increase in funding from Federal and State Governments to the Shire for the provision of the current medical services through the George Church Community Medical Centre.

The author recommendation to the Council is to support the funding as a worthwhile purpose.

Any funding to subsidise these services will also reduce the unnecessary competition for medical services in regional areas.

This allocation is being considered in the 2024/25 budget review process.

CONSULTATION

Chief Executive Officer

Manager Financial and Corporate Services

Kojonup Aging in Place Committee

Remote and Regional Medical Advocacy Group of Shires

STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Shire will allocate and fund \$5,000.00 from its operating expenditure to fund the current advocacy works.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risks Description/Cause	Key Controls	Current Action
6 – Engagement	Relationship breakdowns with community groups	Support local community groups	Review and assess Community Engagement Strategy and Plan
IMPLICATIONS			
The risk implication of not advocating is the Shire continues to fund the medical expenses for the provision of a medical service			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN ALLIANCE IMPLICATIONS (Formerly VROC, VOLUNTARY REGIONAL ORGANISATION OF COUNCILS)

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

11/25 Moved Cr Radford

Seconded Cr Mathwin

That Council:

1. Approve and allocate \$5,000 to the Regional and Remote Medical Services advocacy project for preventative and primary health care funding in regional Western Australia.
2. Authorises the CEO to present the expense in the 2024/25 budget review.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

UNCONFIRMED

9.4.9 KOJONUP AGING IN PLACE COMMITTEE MEETING 4 DECEMBER 2024 - MINUTES

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 17 February 2025
FILE NO	GP.CNM.9
ATTACHMENT(S)	9.4.9.1 - Unconfirmed minutes of a Kojonup Aging in Place Committee Meeting held 4 December 2024

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>“The Cultural Experience Centre of the Great Southern”</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to receive the unconfirmed minutes of a Kojonup Aging in Place Committee meeting held 4 December 2024.

BACKGROUND

The Kojonup Aging in Place Committee replaced the Springhaven Working Group in November 2023 with an objective of recommending to Council on matters related to future proofing infrastructure and facilities for the aged and aged care in Kojonup. The Kojonup Aging in Place Committee held its first meeting on 7 February 2024.

COMMENT

This item is solely the Council receiving the minutes of its Kojonup Aging in Place Committee meeting held 4 December 2024.

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 rd party adverse findings against Shire	Audit and Risk Committee	4 Meetings held per annum
<i>Risk rating: Low</i>			
IMPLICATIONS			
The Kojonup Aging in Place Committee is an advisory committee that reports and makes recommendations for Council consideration; timely receipt of the minutes of this Committee and consideration of items, if any, is conducive to quality management of accommodation, infrastructure and services for the aged and aged care in Kojonup.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHER ALLIANCE IMPLICATIONS (Formerly VROC, VOLUNTARY REGIONAL ORGANISATION OF COUNCILS)

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

12/25 Moved Cr Egerton-Warburton Seconded Cr Mathwin

That Council receive the unconfirmed minutes of a Kojonup Aging in Place Committee meeting held 4 December 2024.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

9.4.10 KEVIN O'HALLORAN SWIMMING POOL EARTHING OF METAL STRUCTURES – RESERVE EMERGENCY FUNDING – VARIATION REQUEST

AUTHOR	Du-Wayne Lottering – Property Services Manager and NRM
DATE	Monday, 17 February 2025
FILE NO	FM.FNR.2
ATTACHMENT(S)	9.4.10.1 – Royal Life Saving 2020 Audit Extract 9.4.10.2 – BK Thomson Quote 00003307 – Old 9.4.10.3 – BK Thomson Quote 00003384 – New 9.4.10.4 – Salty Creek Electrical Quote QT00198 9.4.10.5 – Variation Request – Swimming Pool

'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be "The Cultural Experience Centre of the Great Southern" STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A high Performing Council	SoK Finances and Funding SoK Asset Management

DECLARATION OF INTEREST

Nil

SUMMARY

To consider a variation in capital request to transfer funds from the Sporting Facility Reserve Account (which includes the Swimming Pool) for an emergency asset maintenance request to electrically bond all metal items within 1.25m from the pool to the main earthing system of the premises.

BACKGROUND

Council Policy 2.1.8 – 'Financial Governance' has a section relating to reserve accounts, which states as follows:

'In addition to grant funding, the Shire's reserve accounts are one of the primary funding sources for major projects and will be prioritised in the annual budget.

Cash reserves are to be established and maintained to accumulate funds for the following purposes:

- 1. To smooth funding allocations over future years;*
- 2. To offset liabilities in respect of previously earned employee entitlements to the extent they require an outflow of funds not allocated in the annual budget;*
- 3. To meet statutory obligations;*
- 4. To fund renewal of existing physical/built assets;*
- 5. To fund future strategic initiatives and the provision of new services and facilities to future residents;*
- 6. To buffer against unpredictable events;*
- 7. To hold unspent grants and contributions; and*
- 8. Other purposes as determined by the Council from time to time.*

When preparing the annual budget each year, consideration will be given to establishing reserve accounts for major projects as contained within the Community Strategic Plan.

In September 2024 the Projects Manager and Regulatory Services requested Council to approve withdrawing \$7,453.60 from the Sporting Facility Reserve to fund urgent earthing of metal structures at the swimming pool to ensure safety of the Community and Team Members.

This was approved by Council.

COMMENT

This report is seeking a variation in the cost of earthing the pool facility as required by regulation. An additional \$9,299.04 is required to bring the earthing up to the revised standards.

Since the original quote to undertake this work the standards for the earthing have been revised and the cost to execute the standards has increased.

The original quote each metal structure was expected to be earthed next to the metal assets. New Regulations state all structures earthing needs to go into an underground earthing cable conduit leading to the main switchboard.

The scope was changed and revised quotes were requested from Contractors and established that an additional \$9299.04 would be needed to complete the work to standard. This comes down to the total of \$ 16,752.64 to be withdrawn from the Sporting Reserve.

It requires an urgent correction for the safety of our community members and Shire staff.

Quotes received for replacement equipment:

1. BK Thomson – Quote 00003307
2. Salty Creek Electrical – Quote QT00198 - \$19473.63

Quotes received for variation Earthing around Swimming Pool:

1. BK Thomson – Quote 00003384 - \$16752.64
2. Salty Creek Electrical – Quote QT00198 - \$19473.63

The author recommends using BK Thomson as it is a less expensive option, and BK Thomson is a local contractor used by the Shire for many years.

It is recommended that the variation funds be sourced from the Sporting Facility Reserve and transferred to fund this work.

CONSULTATION

Royal Life Saving Western Australian 2020 Audit

STATUTORY REQUIREMENTS

The Local Government Act provides for local governments, including regional local governments, to prepare an annual budget.

6.2. Local government to prepare annual budget

(1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

***Absolute Majority Required**

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There is no impact to the budget if the funds are transferred from the Sporting Complex Reserve. The Sporting Facility Reserve will decrease in value by the selected quote amount.

RISK MANAGEMENT IMPLICATIONS

If the swimming pool is not adequately bonded, the risk of electrical hazards significantly increases. In the absence of proper bonding, electrical faults can lead to energized metal components, pool water electrification, or potential difference between various metal parts.

ASSET MANAGEMENT IMPLICATIONS

The Swimming Pool will be implementing a safety feature to ensure the safety of the Shire of Kojonup community while enjoying the pool over the coming annual summer months.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

13/25 Moved Cr Radford

Seconded Cr Wieringa

That Council approves a capital variation request of \$9299.04 to complete the earthing works at the Pool facility. and withdraw the total amount of \$16,752.64 from the Sporting Facility Reserve to fund the required earthing of metal structures to ensure Work Health and Safety standards are met and keeping the Community safe from risk of electrocution.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

10 APPLICATIONS FOR LEAVE OF ABSENCE

10.1 Cr Egerton-Warburton – 10 April 2025 – 10 May 2024

COUNCIL DECISION

14/25 Moved Cr Mickle

Seconded Cr Webb

That Cr Egerton-Warburton be granted leave of absence for the 29 April 2025 Ordinary Council Meeting.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Cr Mathwin: Provision of medical services, in the submission that was put together and discussed there is an item that talks to \$100,000 for expenditure on health. 6 of the Shires received the \$100,000. What has Kojonup claimed?

Cr Bilney: Kojonup has not been eligible for the Grant as previous costs were being expended by a separate organisation, not the Shire. Now the Shire is funding the medical facility it will now be able to make a claim against the medical facilities adjustor. Kojonup has not detailed any expenses that surround the medical provision. In the ALGA report, the Shires are advocating to increase the cap. Mechanism is perfectly in place, this year we have claimed the rent forgone for the provision of the house. Next year the shire will claim \$250,000 it pays directly for the services, the vehicle and house costs.

Cr Mathwin: 54 governments received the maximum amount of \$100,000. Only 5 of the 6 Local Governments received medical facilities cost adjuster and the Shire of Kojonup was not granted the cost because the shire work with a local not for profit to engage a General Practitioner (GP). Other Shires who have equal and similar expenditure, because they are directly paying the medical centre, can Kojonup apply for the \$100,000.

Grant Thompson, CEO: For clarity, 54 Shires received a portion of the adjustor, only 6 received the whole amount of \$100,000. The issue here is that in previous years Kojonup has not directly expended the funds. However, in previous years the Shire has not allocated the loan toward the adjustor and it had been missed as a medical facility cost, mainly due to the fact the Shire has not incurred the majority of the medical services costs. It was the George Church Community Medical Centre providing the funds. Now the Shire is directly funding the services it can now make the claim in subsequent years.

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

14.1.1 COMMUNITY EMERGENCY SERVICES MANAGER

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Monday, 17 February 2025
FILE NO	ES.CIR.2
ATTACHMENT(S)	14.1.1.1 – Draft Recruitment Package CESM 14.1.1.2 – CESM Performance Plan

14.1.2 FUNDING CULTURAL SURVEY – WAGYL KAIP

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Tuesday, 18 February 2025
FILE NO	PR.RES.26159
ATTACHMENT(S)	14.1.2.1 - ABH consultation policy section 18 14.1.2.2 - aboriginal heritage act 1972 guidelines 14.1.2.3 - aboriginal heritage survey program information and applicant guidelines 14.1.2.4 - Email Wagyl Kaip - Survey Grant 14.1.2.5 - Kojonup Fire Break Freeze Letter 14.1.2.6 - Kojonup Reserves Cultural Survey Plan 2025 14.1.2.7 - Report on a Site Inspection at Myrtle Benn Flora and Fauna Reserve 14.1.2.8 - SoKO Reserves Map - ID Reserves 14.1.2.9 - WКСN-PW-018 Survey Quote

STATUTORY REQUIREMENTS

Section 5.23(2) of the Local Government Act 1995 permits the Council to close a meeting, or part of a meeting, to members of the public if the meeting deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
- (f) a matter that if disclosed, could be reasonably expected to —

- (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*.

Subsection (3) requires a decision to close a meeting, or part of a meeting and the reason for the decision to be recorded in the minutes.

PROCEDURAL MOTION/COUNCIL DECISION

15/25 Moved Cr Mickle

Seconded Cr Wieringa

That the meeting proceed behind closed doors in accordance with Section 5.23(2) (e) of the *Local Government Act 1995* at 3.38pm.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

PROCEDURAL MOTION/COUNCIL DECISION

20/25 Moved Cr Egerton-Warburton

Seconded Cr Mickle

That the meeting be reopened to the public at 4.22pm.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

14.1.1 COMMUNITY EMERGENCY SERVICES MANAGER

OFFICER RECOMMENDATION/COUNCIL DECISION

16/25 Moved Cr Wieringa

Seconded Cr Egerton-Warburton

That Council approves the appointment of a Community Emergency Services Manager (CESM) to be funded in the 2025/26 financial budget, as presented.

PROCEDURAL MOTION

17/25 Moved Cr Egerton-Warburton

Seconded Cr Wieringa

Table motion to the 25 March 2025 Ordinary Council Meeting.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

14.1.2 FUNDING CULTURAL SURVEY – WAGYL KAIP

OFFICER RECOMMENDATION/COUNCIL DECISION

18/25 Moved Cr Wieringa

Seconded Cr Mickle

That Council:

1. Authorises the CEO to apply for a Grant, to fund the total cost of the cultural survey as presented, through the Department of Planning, Lands and Heritage relevant heritage survey program; and,
2. On the condition that grant funding is approved and sourced, which covers the total cost of the survey, approves a cultural survey to be undertaken on the reserves as presented, otherwise the decision needs to be re-presented back to Council for further consideration; and,
3. Authorises the CEO to present the expense and revenue in the 2024/25 budget review and/or roll over to the 2025/26 budget dependant on the Grant process timeframe and approval.

AMENDMENT

19/25 Moved Cr Webb

Seconded Cr Mathwin

4. Request, in addition to the above, the Chief Executive Officer (CEO) to apply for a second grant application for the walk through assessment and report for the amount of \$9221.06.

MOTION AS AMENDED WAS PUT

That Council:

1. Authorises the CEO to apply for a Grant, to fund the total cost of the cultural survey as presented, through the Department of Planning, Lands and Heritage relevant heritage survey program; and,
2. On the condition that grant funding is approved and sourced, which covers the total cost of the survey, approves a cultural survey to be undertaken on the reserves as presented, otherwise the decision needs to be re-presented back to Council for further consideration; and,
3. Authorises the CEO to present the expense and revenue in the 2024/25 budget review and/or roll over to the 2025/26 budget dependant on the Grant process timeframe and approval.
4. Request, in addition to the above, the Chief Executive Officer (CEO) to apply for a second grant application for the walk through assessment and report for the amount of \$9221.06.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

15 CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 4.23pm.

16 ATTACHMENTS (SEPARATE)

6.1	6.1.1	Unconfirmed Minutes of an Ordinary Council Meeting held on 10 December 2024
9.2.1	9.2.1.1	Approved subdivision plan and industrial estate road layout
	9.2.1.2	Plans and letter from applicant
	9.2.1.3	Extract from <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>
9.4.1	9.4.1.1	Monthly Financial Statements December 2024
	9.4.1.2	Monthly Financial Statements January 2025
9.4.2	9.4.2.1	Monthly Payment Listing December 2024
	9.4.2.2	Monthly Payment Listing January 2025
9.4.3	9.4.3.1	Delegation Register – existing (November 2023) copy – showing changes
9.4.4	9.4.4.1	Policy Manual – existing (December 2023) copy showing proposed changes
9.4.5	9.4.5.1	Annual Financial Report - Shire of Kojonup - 30 June 2024
	9.4.5.2	Final Management Letter - Shire of Kojonup - 30 June 2024
	9.4.5.3	Transmittal Letter to CEO - Shire of Kojonup - 30 June 2024
	9.4.5.4	Opinion - Shire of Kojonup - 30 June 2024
9.4.6	9.4.6.1	Compliance Audit Return 2024
9.4.7	9.4.7.1	Volunteer Handbook –2025 Review showing changes
9.4.8	9.4.8.1	ALGA Submission - Provision of remote GP services
	9.4.8.2	Provision Of Medical Services In Rm 6 And 7 Communities Final Submission

- | | | |
|--------|----------|--|
| 9.4.9 | 9.4.9.1 | Unconfirmed minutes of a Kojonup Aging in Place Committee Meeting held 4 December 2024 |
| 9.4.10 | 9.4.10.1 | Royal Life Saving 2020 Audit Extract |
| | 9.4.10.2 | BK Thomson Quote 00003307 – Old |
| | 9.4.10.3 | BK Thomson Quote 00003384 – New |
| | 9.4.10.4 | Salty Creek Electrical Quote QT00198 |
| | 9.4.10.5 | Variation Request – Swimming Pool |

CONFIDENTIAL

- | | | |
|--------|----------|---|
| 14.1.1 | 14.1.1.1 | Draft Recruitment Package CESM |
| | 14.1.1.2 | CESM Performance Plan |
| 14.1.2 | 14.1.2.1 | ABH consultation policy section 18 |
| | 14.1.2.2 | aboriginal heritage act 1972 guidelines |
| | 14.1.2.3 | aboriginal heritage survey program information and applicant guidelines |
| | 14.1.2.4 | Email Wagyl Kaip - Survey Grant |
| | 14.1.2.5 | Kojonup Fire Break Freeze Letter |
| | 14.1.2.6 | Kojonup Reserves Cultural Survey Plan 2025 |
| | 14.1.2.7 | Report on a Site Inspection at Myrtle Benn Flora and Fauna Reserve |
| | 14.1.2.8 | SoKO Reserves Map - ID Reserves |
| | 14.1.2.9 | WКСN-PW-018 Survey Quote |

QUOTE No : 1040266

Customer : Shire of Kojonup
Site : Shire of Kojonup
Address : 93 Albany Highway, KOJONUP, WA, 6395

Contact : Este Lottering
Created Date : 14/3/2025
Valid For : 30 Days
Request No :

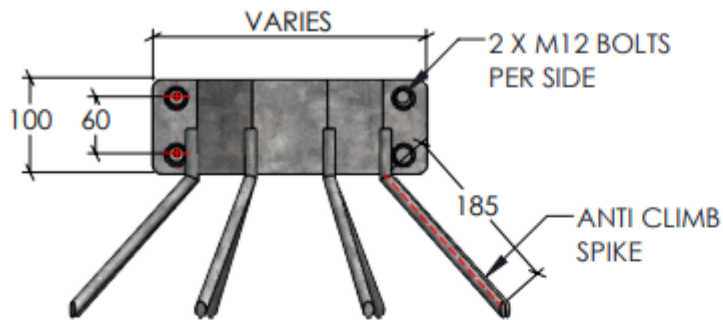
Dear Este,

Thank you for the opportunity to quote on the following scope:

330106 - Variation for Anti-Climb

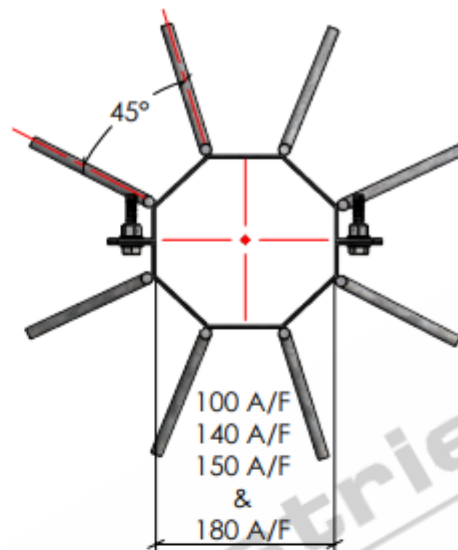
Supply and install of x8 Anti climb brackets for the CCTV solar poles in Kojoup This variation includes the **supply and installation of eight (8) anti-climb brackets** on existing CCTV solar poles at the Shire of Kojonup. The scope covers all required materials and installation. Structural modifications, additional equipment, and ongoing maintenance are excluded. Work will be completed during standard business hours.

QUOTE No : 1040266



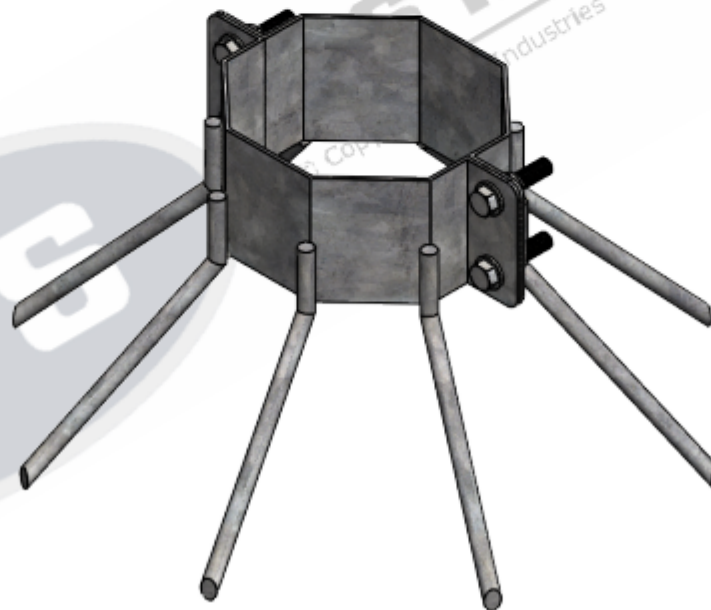
FRONT ELEVATION

SCALE 1:8



BOTTOM ELEVATION

SCALE 1:8



ISOMETRIC ELEVATION

SCALE 1:5

Products

Quantity

QUOTE No : 1040266

Anti Climb Suit 180A/F	8.00
Consumable Install Materials	120.00
Warranty / DLP	1.00
Total ex GST	\$1,990.00
GST	\$199.00
Total Inc GST	\$2,189.00

Why choose Sapio

Sapio provides leading edge electronic security, installation and services across CCTV, Access Control and Intrusion Systems Australia-wide. Coupled with our dual Grade A1 monitored centres which provide the highest standard of monitoring available 24/7, we are here to service all your electronic security needs.

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Thanks and Regards

Brenton Castle

Client Success Manager - WA

Office : 08 6241 8007

Mobile : 0467333606

Email : brenton.castle@sapio.com.au

License No : 47560

General Terms, Exclusions and Conditions.

- The terms of this quotation are set out in the Sapio Customer Terms (SCT). They can be found at <https://sapio.com.au/terms-conditions/>
- This quote is valid for 30 days. Sapio reserves the right to adjust after 30 days.
- All new account holders are required to complete a credit application. Quote is subject to the successful completion of the credit application process.

QUOTE No : 1040266

Quotation Acceptance Form

Upon acceptance of this document, and unless we have entered into a separate written agreement with you, this document is an Order Form for the purpose of the Sapio Terms & Conditions available at <https://sapio.com.au/terms-conditions> and such terms are incorporated by this document. If we have entered into a separate written agreement with you then this document, when accepted, is an order made pursuant to that separate written agreement.

Signed: _____ for Shire of Kojonup

Company Name : _____

Name: _____ Date: _____

Purchase Order No: _____ Purchase Order Value: _____

Payment in Full

Quotation Amount : \$1,990.00

* Please note all amount quoted are ex GST



SHIRE OF KOJONUP

ANNUAL REPORT

2023/2024



PLACEMAKING VISION

The Cultural Experience Centre of the Great Southern.

OUR CORE 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 Team Members 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.

A Word from the Shire President



I am pleased to present to the Community, the Shire of Kojonup Annual Report for the 2023/24 financial year. 2023/24 has been a challenging year with the Council being internally focused on governance, performance and finalising the growth phase of the Federal Government Local Road and Community Infrastructure Programs (LRCIP).

It is fair to state that in this 23/24 financial year the Council's focus has been on two key governance areas;

1. Internal financial and management controls; and
2. Improving the financial decisions of the Council.

The Council relies on an established Audit & Risk Committee providing insight into the risks of the Shire and advising Council on potential governance threats to our organisation.

It has come to pass that many of the financial control issues that Auditors have previously identified have been rectified and improved over the past three years. This is reflected in the outcome from the recent audited finances and the meetings your Council has had with both Lincolns, the Shire auditors, and Office of the Auditor General. Both these organisations stated the Shire has improved materially over the past few years with transparent financial management and oversight of its governance and risk.

As a community resident you should also be aware that this audit was not just about financial controls and management, but covered a cross section of governance across the whole organisation, including risk management, contracts leases and agreements management, compliance audit to regulations, records and ICT controls, financial decisions by Council and other areas of strategy, workplace plans and the implementation of the corporate business plan. Overall, the Shire has been provided with positive feedback about its management and compliance frameworks. This doesn't mean we are perfect, far from it and we still have a long way to go.

The Council is currently in a cultural and organisational change phase that will continue for a few years yet and it is not time to be complacent. The Council takes its obligations to regulatory compliance very seriously. There are still many areas to improve upon. The Council has faced difficult decisions this year, and I can assure you each councillor takes their responsibility very seriously.

Change does not come to fruition without a plan or the right people to implement the plan. As a result, I would like to thank our Chief Executive Officer (CEO), Grant Thompson, and the Management Team for the work it has undertaken throughout the year on the Community's behalf. It is they who ensure the organisational frameworks are managed and controlled to improve our organisational processes and build our workforce.

It is not an easy job to implement change but have no doubt the Council is focused on continuous improvement to create value the Shire needs to be sustainable and improve liveability over time.

The Council appreciates that some key positions have remained vacant over the course of this year and this places an increased workload on others around the Shire. To all our Team Members the Council recognises your input and thanks you for your efforts.

At this point I want to wish Craig McVee, now Retired Manager Works & Services, a happy retirement from the Shire after 42 years of service.

I must also extend my gratitude to all my fellow councillors for their contributions and effort within the Council. To support the changes required and steady the ship has not been easy so thanks to all the Councillors who were involved during the 2023/24 period.

Councillors' dedication and hard work are invaluable to the direction of the Shire, and I urge Community Members to consider standing for Council at some point to contribute to the future of your Shire.

I would also like to acknowledge and thank the many incredible volunteers in our Shire, particularly our bushfire and emergency responders, who selflessly dedicate countless hours each week to serve the community and contribute to the culture in Kojonup. Your commitment, professionalism and sacrifice are noticed and very much appreciated by everyone.

There are many decisions in this year that have created value but may be unseen by everyone.

- In 2023/24 the Council was able to finalise the construction of the Men's Shed;
- Built an EV Charging station;

- in conjunction with the George Church Community Medical Centre agreed on a pathway to secure, and for Council to fund, Medical services in Kojonup, provide a house, a vehicle and cash funding to secure the services of Livingston Medical Services. The community has clearly expressed the importance of having a full-time Medical Service and the Council has listened.
- Your Council secured a pathway to ensure Springhaven and Aged Care was sustainable and future proofed. This was a major land transaction for the Council and the transition of Springhaven to Hall & Prior took a lot of planning and effort.

As a result of this I would like to thank Graeme Prior, Director and owner of Hall & Prior for his support of this transition, and Kristi Holloway, Regional Director Hall & Prior, who worked closely with the Shire Team to ensure this transition was smooth and seamless.

Community Development is an area of Local Government the Council wishes to develop and it is reviewing the community development requirements over the coming year and wants your input. The Council has a goal of holding more community conversations on issues affecting the Shire and in particular Kodja Place and its role and place in the Kojonup Community.

We have much to celebrate in our Shire, and I am incredibly excited for the future. I consider it a privilege to be a part of the governance process whilst we celebrate our culture and ensure Kojonup remains a welcoming place to live, work and visit.

Cr Roger Bilney ***Shire President***

Cr. Bilney's first day as SHIRE PRESIDENT



Your Council



**Shire President
Cr Roger Bilney
2021 - 2025**

Delegate on the following Committees:

- Audit and Risk
- Kojonup NRM Advisory
- Bush Fire Advisory
- Kojonup Aging in Place
- GS Zone of WALGA
- Southern Link VROC
- Regional Joint Development Assessment Panel



**Deputy Shire
President
Cr Cindy Wieringa
2023 – 2027**

Delegate on the following Committees:

- Historical, Tourism and Cultural
- GS Zone of WALGA
- Southern Link VROC
- Great Southern Treasures



**Ned Radford
2023 – 2027**

Delegate on the following Committees:

- Bush Fire Advisory
- Roads and Technical Services Advisory

Delegate deputy:

- Regional Joint Development Assessment Panel
- GS Regional Road Group



**Paul Webb
2021 – 2025**

Delegate on the following Committees:

- Bush Fire Advisory
- Audit and Risk
- Roads and Technical Services Advisory
- GS Regional Road Group



**Cr Alan
Egerton-Warburton
2021 – 2025**

Delegate on the following Committees:

- Kojonup NRM Advisory
- Kojonup Aging in Place
- Roads and Technical Services Advisory
- Regional Joint Development Assessment Panel

Delegate deputy:

- GS Zone of WALGA



**Cr Kerry Mickle
2023 – 2025**

Delegate on the following Committees:

- Audit and Risk
- Disability Access and Inclusion
- Historical, Tourism and Cultural
- GS Recreation Advisory Group

Delegate deputy:

- Regional Joint Development Assessment Panel
- Kojonup Homes for the Aged



**Cr Mick Mathwin
2023 – 2027**

Delegate on the following Committees:

- Audit and Risk
- Bush Fire Advisory
- Kojonup Aging in Place
- Kojonup Homes for the Aged

Delegate deputy:

- GS Zone of WALGA
- Southern Link VROC

Councillor Attendance at Meetings in 2023/2024

CR BILNEY	CR EGERTON- WARBURTON	CR RAFORD	CR P WEBB	CR F WEBB	CR SINGH	CR WIERINGA	CR GALE	CR MATHWIN	CR MICKLE
Ordinary Council									
10	10	10	10	2	3	8	2	7	7
Special Council									
3	3	2	2			3		3	2
Audit and Risk Committee									
3	1	1	3	1			1	2	1
Bush Fire Advisory Committee									
2		4	2					2	
Local Emergency Management Committee									
		1							
Annual Electors Meeting									
2	2	2			1	2	1	1	1
Briefing Sessions									
16	16	16	15	3	5	14	4	11	11



EV Chargers on the ‘EV Highway’

Chief Executive Officer's Report



The Kojonup Community deserves much from its Shire, particularly value for the money it provides through the collection of rates. We call this Community Return on Capital. As the CEO, I am committed to best practice and continuous improvement for the Shire of Kojonup to increase the Community Return on Capital.

This entails a strong focus on improving all the required management controls and regulatory requirements, which are many. Have we got it perfect yet, no, but we are on the path of improvement.

The Kojonup Shire is a medium sized organisation and it needs to be run efficiently to maximise value creation. It is not a large Shire nor is it a small Shire. In fact, compared to its peers it is the middle child of Shires in this Region. It has to operate like a larger Shire but with scarcer resources to implement projects and activities.

Even before the Shire can focus on capital projects, it has obligations to provide certain services as part of its regulatory functions:

1. Roads and Infrastructure;
2. Waste Management Services;
3. Regulatory functions such as:
 - a. Environmental Health,
 - b. Emergency services,
 - c. Town Planning and
 - d. other regulatory building services supporting growth.
4. Financial and risk management;
5. Climate and community resilience;
6. Asset management;
7. Stakeholder relationships;
8. Community Development;

and more. These are but a few of the services that the Shire must fund from the pool of monies it receives from the community.

Over the past ten years, during the Shires build phase, the Shire has attracted significant external funds and has seen the build of a few great assets; new and renewed staff housing, resident housing for community, netball courts & sports complex renewals, Harrison Place toilets, new emergency services tower and more.

As a result of this growth the Shire borrowed matching funds to Grants, accumulating in a high debt level. What this means is that over the past two years the Shire has had to implement austerity measures and cost management to ensure the cost of borrowings (interest and principal) can be serviced and the principal debt reduced over time ensuring positive cashflow.

Furthermore, the budget process is regulated such that a zero sum budget is required, that is all monies coming in must be spent or placed in a reserve account for a specific future use. It is important that community members appreciate any budget requests they are seeking should be presented in the months of March or April for Council to consider them for the subsequent year.

I tell you this because the Shire receives a lot of requests for funding or maintenance and other requests from community during the budget year and this sometimes causes angst amongst members that the Shire “*has no money*”. This is not the case, but what it does mean is the Council has already allocated the money it is responsible for and doesn’t have discretionary money to undertake additional projects or tasks.

As the President stated it has been an internally focused year for the Shire, working on finalising the capex program that had been previously funded from the build phase and commencing focus on the strategic Pillar of a High Performing Shire. Performance of financial controls, of people and roles, project management and regulatory functions and other important functional aspects within the organisation.

Driven by the Strategic Community Plan Pillars, our focus remains on the overall performance of the Shire, ensuring roads are improving with the resources we have at our disposal, community asset management remains a high priority, and subdivisions related to housing and economic growth is on the development radar, all aligned to the strategy.

The following list are the main Shire Managed capital projects in 2023/24:

1. Roads to Recovery (RTR) program of roads to the value of \$299,262.07
2. Soldier Road Footpath - \$298,900.67 (RTR)
3. Regional Road Group (RRG) construction to the value of \$3,447,832.63
4. Major Works Rural Trees (Hubbe Road) - \$138,747.17 (Council funded)
5. New town furniture up to \$44,000
6. Completed the Emergency Services Tower circa \$300,000
7. Purchased new Plant and Equipment up to \$150,000
8. Completed the Menshed – \$425,000
9. Renewed Staff Housing – \$200,000
10. Old School re-roofing - \$100,000
11. Cat Pound - \$6,500

This coming year the Team will be focusing on implementing new Information Communication Technologies, an electronic document and records management system (EDRMS), upgrading the operating systems and cyber security, and a new Enterprise Resource Planning (ERP) System to improve our financial management and reporting, human resource management, customer relationship management, complaints and praise management, infringement management and many other functions that the Shire needs to operate.

The Shire has gone to market and identified its preferred technology partners through the required procurement processes. These systems will drive productivity, a better experience for our community and easier access to information for our Team Members. This is an 18 month program so please be patient with the Team as we roll this out.

The Council is constantly directing the Administration Team that Community Consultation and communication is a priority. Therefore, this coming year you will start to see a change in tack on how we communicate to you and a re-fresh of community development. We are currently reviewing our social media platforms to determine how we can better communicate with community.

I would like to acknowledge the great team at the Shire. We couldn't do this without the right people. Attracting and retaining the people with the right skills is extremely important and a challenge. We are introducing a program of Community First, Safety Always. We want our Team Members to focus on good community service and at the same time go home safe every day to their families.

Although you may not see as much activity outside the organisation, internally the Team is actively implementing new ways of working through systems, processes and better controls to support a more efficient and high performing Council. Do we always get it right? No, but we will always strive to do so.

Lastly, I want to thank all Community Members who have attended Council meetings, Forums, Briefing Sessions, Advisory meetings, Work Shops, lodged submissions, constructive feedback, made suggestions or requests or just volunteered to help - Thank You for taking the time to give us your feedback and taking an interest in the present and future direction of the Shire of Kojonup.

The Team and I look forward to continuing the excellent work in the year ahead.

Grant Thompson
Chief Executive Officer

Shire Management Team 2023-2024

Grant Thompson

Chief Executive Officer

- Strategic Planning
- Organisational performance
- Medical/Health Services
- Environment/NRM/
- Sports Precinct

Craig McVee

Manager Works and Services

- Roads/Verges
- Plant/Equipment
- Signage
- Drainage
- Cultural Officer

Jill Johnson

Manager Financial and Corporate Services

- Financial Management
- Asset and Risk Management
- Integrated Planning and Reporting
- Governance, Policies and Delegations

Robert Jehu

Regulatory Services Manager

- Building Maintenance
- Regulatory Functions
- Swimming Pool Management

Estelle Lottering

Project Manager & Administration Support

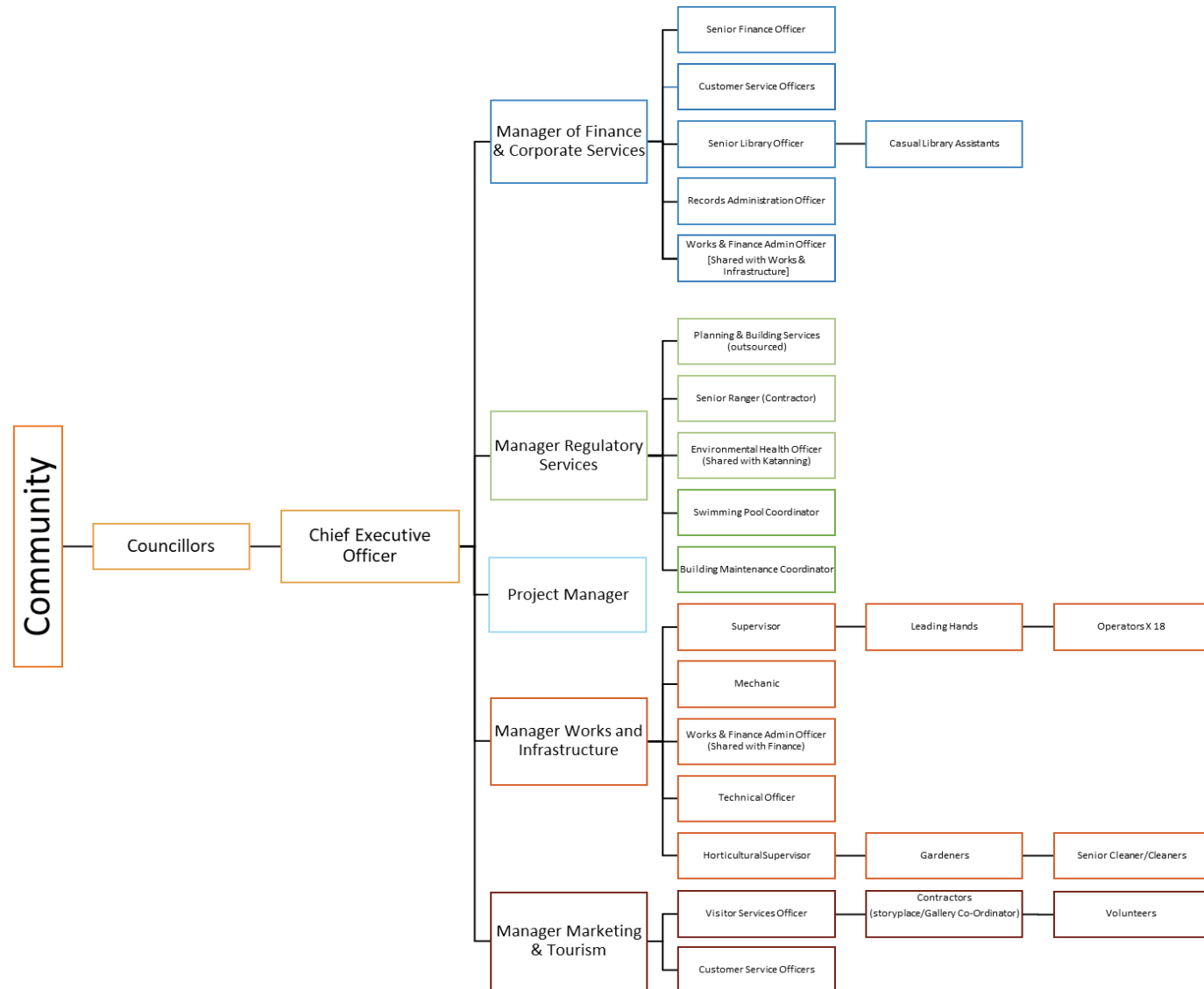
- Project Management
- Regulatory Services Support
- Emergency Services Management

Jill Watkin

Manager Kodja Place, Tourism & Marketing

- Management of The Kodja Place Precinct
- Tourism
- Marketing

Organisational Structure 2023-2024



Changes to Our Team

The Shire thanks the following staff, who departed from the Shire of Kojonup team during the 2023/2024 financial year, for their contribution:

Departing Employees			
Employee Name	Given Names	Date Commenced	Job Title
Aleigha	Barclay	17/07/2023	Casual Restaurant Café Worker
Barnard	Nerida	22/09/2023	Casual Restaurant Café Worker
Bell	Caitlyn	01/09/2020	Personal Care Assistant
Carcillar	Ariel	26/09/2023	Traffic Controller/General Hand
Carcillar	Ariel	22/07/2023	Casual Cleaner
Croucher	David	06/09/2023	Main Cook
Daniels	Nicole	03/03/2022	Kitchenhand / Cook
Dunkley-Cooper	Kane	23/02/2024	Swimming Pool Manager
Fort	Kerry-Anne	12/07/2021	Level 3 Cleaner
Garcia	Leah	08/08/2020	Relief Cleaner
Gatward	Abigail	06/09/2023	Carer - Level 2
Guille	Isobel	07/12/2023	Relief Swimming Pool Manager
Hanekamp	Robert	08/12/2021	Building Maintenance Officer
Jones	Nathan Ian	16/11/2022	Swimming Pool Manager
Keefe	Toia	17/07/2023	Casual Restaurant Café Worker
Kwan	Jason	22/11/2023	Casual Restaurant Café Worker
Levis	Daniel	22/11/2023	Casual All Rounder
Macfarlane	Alexandra	06/03/2019	Activities Co-Ordinator
Marland	Heather McNeill	13/08/2001	Senior Finance Officer
McKenzie	James Alexander	04/07/2022	Traffic Control - General Hand
McKenzie	Richard	09/10/2000	Loader/Plant Operator
Michael	Damian	28/08/2023	Casual All Rounder/Plant Operator
Miotti	Sue	18/09/2014	Works Admin Officer
Murray	Marina	18/05/2015	Supervisor - Horticultural Tradesperson
North	Bronwyn	25/01/2023	Carer - Level 2
O'Regan	Ciara	17/02/2020	Manager Aged Care Services
Page-Dawson	Denahra	25/07/2023	Carer - Level 2
Peet	Emelee	10/10/2022	Bushfire Risk Planning Coordinator
Robertson	Bethany	04/01/2023	Junior Lifeguard
Simmonds	John	09/12/2023	Relief Swimming Pool Manager
Smith	Marni	11/08/2023	Permanent Part Time Café Supervisor
Stewart	Judy	03/09/2018	Manager Governance & Administration
Swain	Stephanie Louise	27/10/2021	Senior Ranger
Swinfield	Mark	13/03/2018	Chemical Applicator
Thurlow	Edward James	13/02/2008	Gardener - Depot
Woolley	Ryan	13/06/2023	Acting Director of Nursing
Zschech	Rhiannon	07/08/2023	Casual Cleaner

We welcomed to our team, the following new employees:

New Employees			
Employee Name	Given Names	Date Commenced	Job Title
Antao	Stephen	08/12/2023	Casual Cleaner
Bauer	Maria	17/07/2023	Casual Restaurant Café Worker - L6
Brown	Eloise	05/06/2024	Property Services Team Leader
Campbell	Michaela	17/07/2023	Casual Restaurant Café Worker
Campbell	Hannah	19/05/2024	Casual Restaurant Café Worker
Chandler	Diahann	17/07/2023	Casual Restaurant Café Worker
Cussons	Sarah Lacey	17/07/2023	Casual Restaurant Café Worker
Dema	Tandin Lekzin	09/10/2023	Personal Care Assistant - Casual
Dema	Karma Lekzin	09/12/2023	Personal Care Assistant
Fernando	Amila Giayan	25/10/2023	Head Chef Manager
Gementiza	Nelvin	26/09/2023	Traffic Controller/General Hand
Greeuw	Samantha	17/07/2023	Casual All Rounder
Jorgensen	Michelle	17/07/2023	Casual All Rounder
Lamug	Rodriego	19/01/2024	Casual Cleaner
Mariano	Jennifer	19/01/2024	Casual Cleaner
Mariano	Jennifer	05/04/2024	Personal Care Assistant
Marinoni	Lucy	06/12/2023	Personal Care Assistant
Neels	Christina	22/11/2023	Casual Cleaner
Padilla	Joan Valerie	18/03/2024	Personal Care Assistant
Pederson	Jazz	17/07/2023	Restaurant Café Worker
Perera Mahamarakkala Kurukulasooriya	Patabadige Shehan Imesh	20/01/2024	Casual Restaurant Café Worker
Plaza	Carol	04/10/2023	Casual Administrator
Potaka	Shonavae	04/02/2024	Casual Restaurant Café Worker
Riley	Gavin	08/01/2024	All Rounder/Plant Operator
Robinson	Amelia	12/02/2024	Casual Restaurant Café Worker
Romic	Jessica	17/07/2023	Supervisor
Romic	Kylie	26/09/2023	Customer Services Officer - Administration
Rumble	Georgia	04/10/2023	Early Childhood Coordinator Assistant - Casual
Stripp	Sharni	02/04/2024	Swimming Pool Coordinator
Wallam	Shiann	17/07/2023	Restaurant Café Worker
Walpole	McAuley	11/09/2023	Traffic Controller/General Hand
Williams	Georgia	17/07/2023	Casual Restaurant Café Worker

Statistically in 2023/2024, the Shire has:

Conducted 11 Council Meetings 	Conducted 17 Briefing Sessions 	Conducted 3 Special Council Meetings 	Obtained \$4,227,254 in Grant Revenue & Contributions 
Received 17,648 visitors to the Kojonup Visitors Centre 	Issued 10 building related approvals at a value of \$1,329,693 million 	Supported 1 Subdivision Applications. 	Issued 5 Development Approvals for Projects 
569 Travel groups camped at the designated camp ground 	Progressed 3 road widening programs for 36.51km totalling \$1,738,349 	Resealed 7.5km of bitumen totalling \$666,549 	Conducted 29.87km of tree pruning and mulching on rural roads 
Re-sheeted 0km of gravel roads totalling \$Nil 	7,688 people attended the K.O'H.M swimming pool between 1 November 2023 and 12 April 2024 	An Area of 2,937km² 	A population count of 1901 in the 2021 Census 

Thank you to ALL volunteers in the Shire who give their time freely to keep us SAFE, SECURE and make Kojonup a GREAT PLACE to live.

“It is TRULY APPRECIATED.”

**Bushfire and Emergency
Service Volunteers**

**Rose Pruning at the Kodja
Place Rose Maze**



Plan for the Future - Strategic Community Plan (SCP)

In accordance with the local government integrated planning requirements the Shire of Kojonup has reviewed its Strategic Community Plan (SCP) and adopted a new SCP, titled *Placemaking*, which sets the strategic direction for the organisation for ten (10) years from 2023 – 2033. It is the community's plan and is based primarily on the feedback from the Community.

From this feedback, a 10-year, Strategic Community Plan was formed. This SCP was named 'Placemaking' and focused on building the liveability in Kojonup around enhancing cultural experiences and asset planning.

The Council has since formed its operating plan, the Corporate Business Plan (CBP), which lays out the implementation and execution of the Strategic Community Plan, all aligned to the feedback received.

The initiatives are prioritised based on the community needs and targets a sustained level of services to support a desired **population of 2250**.

It should be noted that 30% of community members wanted high population growth (i.e. greater than 2400 by 2032) while another 30% of community members partaking in the survey wanted a slight increase in population (i.e. near 2000 by 2032). This is a stretch target.

The number one mentioned key issue potentially **inhibiting** population growth was housing and accommodation. This features heavily in the new SCP. Many community members cited the lack of a district high school going through to year 12 as being another issue for holding population down.

Community members expressed pages of highlights when considering Kojonup's **point of difference**. 27% of all responses related to Kojonup's central location, while 11% of responses highlighted Kojonup's significant history and culture as the point of difference.

Focusing on '**living** in Kojonup', 11% of respondents noted that high school education (not having yr.11 and 12) was a limiting factor, another 11% said that lack of housing options was a concern, while a further 11% cited the poor quality of roads as an issue. It is also worth noting that 9% of the responses related to improving crime and safety. There was much positivity on the character and culture of Kojonup people.

With regards **visitation**, community members strategically highlighted that focus should be on increasing or improving the short-term experiences of visitors, rather than multi-day stop-overs. This is because Kojonup is considered 'on the way' to other places and all roads lead through Kojonup. Many comments were received regarding the main road/town site in regard to safety, beautification, signage and off-street parking.

Regarding **business development**, respondents suggested encouraging a diverse economy, including catering for those who 'work-from-home', supporting new business but also importantly supporting the current businesses to grow. Feedback was gathered on ways existing businesses can thrive.

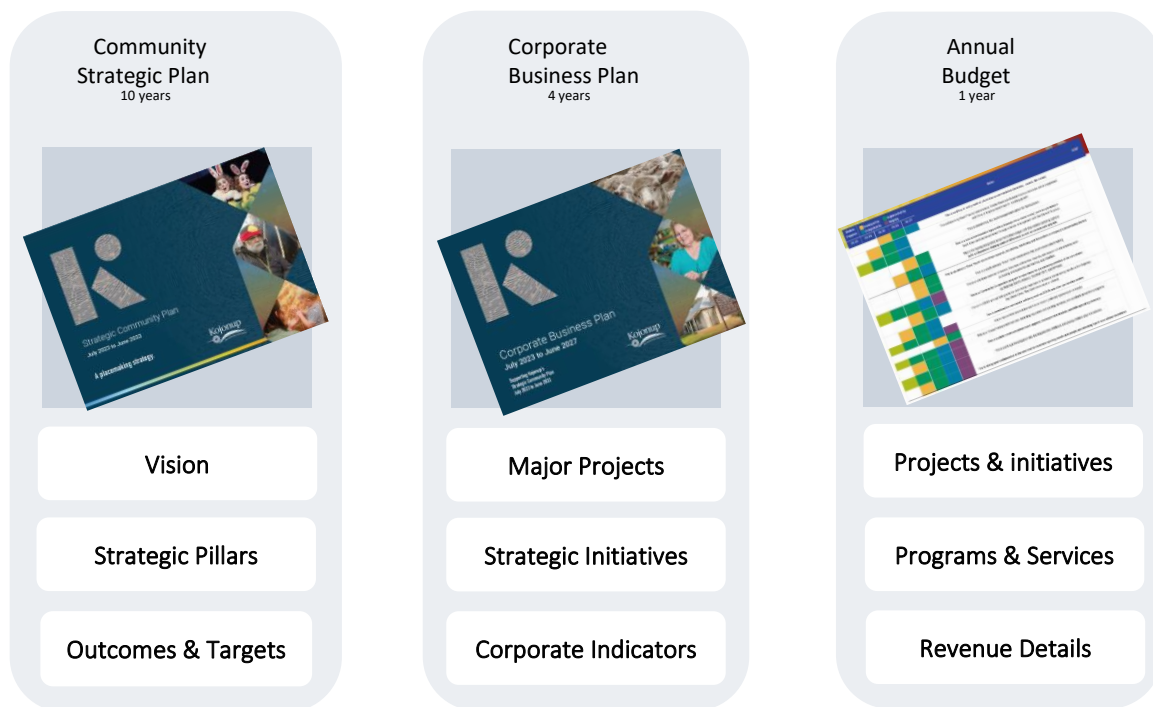
Telecommunications also was a trigger for business growth, thus population growth.

One other aspect the Community informed the Council on, they want a high performing Shire. This became a pillar of the community plan and is reflected heavily in the current execution phase because we need to



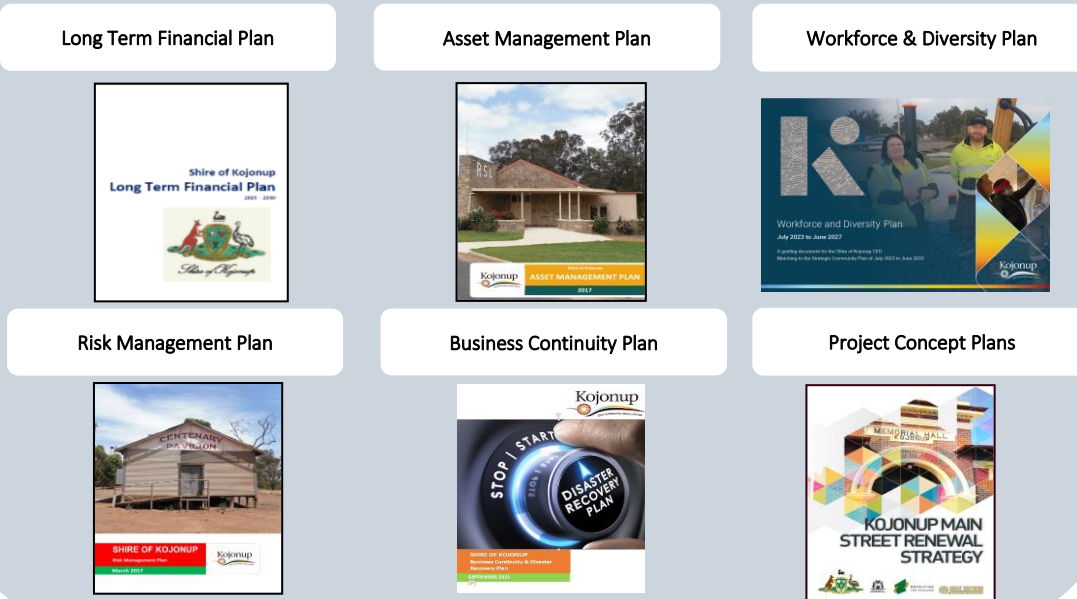
get the base right first and then grow as a community. Community members created a ‘north star’ vision when they created the SCP, a placemaking vision that goes to the heart of Kojonup, its culture, growth and liveability. The updated Corporate Business Plan (CBP) was created and adopted by Council and sets the direction and priorities for Kojonup until 2027. The CBP is the first step towards achieving the community targets and sets out key initiatives for the first four years of the strategy.

Strategic Direction



Informing Plans – 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.



The four (4) 'key pillars' established in the *Placemaking* strategy are as follows:

1. **Lifestyle** (supporting the lifestyle and liveability in Kojonup);
2. **Economics** (Kojonup invests in its own prosperity and drives economic growth);
3. **Visitation** (supporting lifestyle activities and experiences in Kojonup)
4. **Performance** (supporting the social responsibility, Civic duty, Community relationships and the Shires obligation to operational excellence).

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.

There is a reason these are 10 year plans. Change takes time to plan, fund, develop, embed and complete. When you add culture on top of growth it can take longer.

The following commentary outlines actions taken or about to be commenced for each objective within the CBP. You will see that the Shire has been steadily working toward execution in the following dashboard reports and the strategy timeline is on par with the benchmark. Anything above 2 at this point in time is on track.

Key and Legend to the Strategic Dashboard reporting:

Progress Benchmark To Date: <i>greater than 2 is tracking to timeframes</i>			Implementation Overall score:	2.50	Overall initiatives tracking above benchmark 
	Target Type	Target type description	Scoring		
	Not started:	Initiative at idea / concept stage, deliberately dependent on other process or approval to complete before commencing	1		
	Scoped:	Concept in planning stage or ready to be presented to key stakeholders.	2		
	Developed:	Concept Approved to go to next level. A clear work plan for the implementation phase has been developed, high confidence in executability based on resourcing plan, early work may have started.	3		
	Implemented:	Program of work and/or build phase has commenced, but not yet embedded in the organisation - if we stop paying attention the change is not likely to be sustained or things go wrong. Minimum of 6 months required before embedding/completion.	4		
	Embedded:	Initiative/Program has been embedded in the organisation and is now business as usual.			
	Completed:	Post-implementation or construction of an asset is complete, consideration of next wave deliverable to go further.			

Key Pillar 1 – Lifestyle

This Pillar focuses on strategic issues: Housing, Land development, Proactive Community Spirit, regional infrastructure development supporting the lifestyle and liveability in Kojonup.

Shire of Kojonup Corporate Annual Plan 2023/24						
Key Pillar	Outcome	Strategy Initiated Deliverables	CBP Actions	Phase	Score	Notes
Cultural Experience Lifestyle	1. Diverse Accommodation Options	1.1 Abundant short-stay	1.1.1 Accommodation audit - Participate in Regional Housing Strategy	Completed	4	GS Regional Housing Audit in conjunction with GSDC, Review and Strategy Completed. Kojonup a key Shire participant on the Group. Document release ETA 2025.
			1.1.2 Occupancy rate assessment	Completed	4	As a part of the Housing Audit the gaps identified in the market
		1.2 House, land development stimulus	1.2.1 Review existing stimulus policy	Scoped	2	In Process, Katanning Road Subdivisions and title being finalised
			1.2.1 Progress Subdivisions	Scoped	2	
		1.3 Future-proof aged care	1.3.1 Aged care management appraisal	Completed	4	Springhaven Major Land Transaction Completed
			1.3.2 Aged care business case	Completed	4	
			1.3.3 EOI Undertaken and preferred partner identified	Completed	4	
			1.3.4 Transition to New Operator	Completed	4	
	2. Proactive Community Spirit	2.1 Placemaking Community Advisory Team	2.1.1 Terms of reference	Completed	4	Kojonup Historical and Cultural Advisory Committee Created and this covers the terms of reference of Placemaking Committee
			2.1.2 Expression of interest	Completed	4	
		2.2 Placemaking Youth Advisory Team	2.2.1 Terms of reference	Not started	1	Youth Committee on hold until 2025
			2.2.2 Expression of interest	Not started	1	
		2.3 Volunteer support	2.3.1 Review and benchmark existing support	Not started	1	Review not started at this stage
			2.3.2 Community engagement	Scoped	2	Community Development structural changes scoped and reviewed
			2.3.3 Volunteer of the Year terms of reference	Scoped	2	Concept scoped and partially implemented
		2.4 Community Revenue Team	2.4.1 Review Revenue Streams	Implemented	2	Review is ongoing, Grant role identified internally to be SME on Grant applications
			2.4.2 CRT & Community Development to be scoped	Implemented	3	Finance team restructured to include revenue collection
		2.5 'Experience-Kojonup' Community Incentive Scheme	2.5.1 Develop criteria and TOR	Not started	2	Scope to be presented to Council 2025
		2.6 Wellbeing advancement	2.6.1 Kojonup health and regional wellbeing plan to be developed	Scoped	2	Being progressed
	3. Regional Development	3.2 Roads prioritisation	3.2.1 Annual road prioritisation methodology review	Completed	3	Roads Program completed for 2023/2024
			3.2.2 10 Year Road Plan updated 2025 Review	Scoped	2	10 Year Road Plan draft developed and being reviewed
		3.3 Telecommunications advocacy	3.3.1 Black spot mapping and advocacy item	Completed	3	Undertaken blackspot priority advocacy project through the WALGA Zone. Telstra advised of key areas in the Shire and advocated for program to improve the services. Ongoing.
		3.4 Children care and activities	3.4.1 Childcare Management structure and future proofing childcare	Implemented	4	Worked with KCCC, wound up and Wanslea Leasing Childcare facility
		3.5 Sport collaboration	3.5.1 SoK Sport Alliance review	Scoped	2	Shire relationship with KSA and all Sporting Clubs to be reinvigorated
Key Pillar	Outcome	Deliverable	Action	Lifestyle Key Pillar average score:	2.75	Above benchmark 😊
Progress Benchmark To Date: <i>greater than 2 is tracking to timeframes</i>				Implementation Overall score:	2.50	Overall initiatives tracking above benchmark 😊

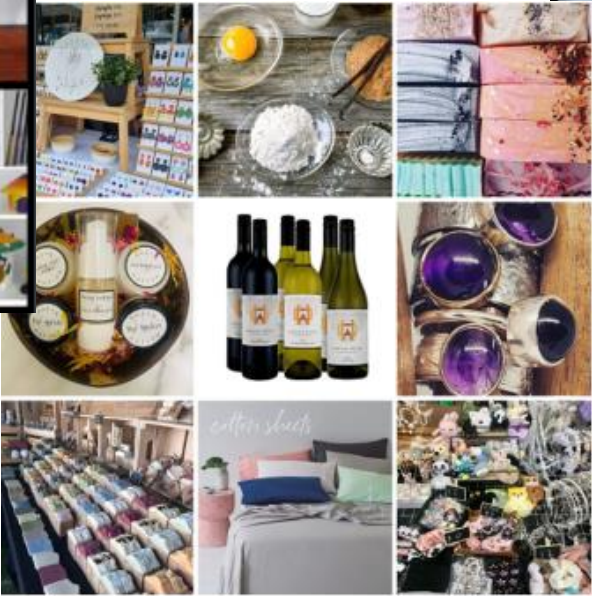
**World Poetry Day Guest Presenter: Andi, Leonie
& Tanya**



**Play Café: Each
Wednesday at the
APEX PARK
During school term.**



Twilight Markets November 2023



Key Pillar 1 – Economics

This Pillar focuses on strategic issues: Economic Growth, Industrial Land development, infrastructure and programs that support industry development supporting the economic growth for all residents in Kojonup.

Shire of Kojonup Corporate Annual Plan 2023/24						
Key Pillar	Outcome	Strategy Initiated Deliverables	CBP Actions	Phase	Score	Notes
Cultural Experience Economics	4. Grown Existing Business	4.1 Economic support	4.1.1 Business Group established	Not started	1	Scheduled 2025/26
		4.2 'Ko-work' entrepreneurs centre	4.2.1 Kodja Place Business Hub concept developed	Implemented	3	KP Meeting rooms established and rented out for use
		4.3 School-based 'Creative-Kojonup' partnership	4.3.1 KP Schools Program for School Naidoc Week	Embedded	4	Yearly Event with all regional schools participating
	5. Assisted New Business	5.1 Industrial land release	5.1.1 Subdivision to be completed over the course of the plan with land released in stages	Implemented	2	New land leased, plan developed to release more lots, roads and headworks constraints holding up the full development. Council reviewing fastracking release over coming period of 3-5 years
		5.2 SoK Diversity WA Partnership	5.2.1 Diversity Awareness Programs to be established	Scoped	1	On hold so Advisory Committee can consider
			5.2.2 Noongar Advisory Committee to be established	Scoped	2	Terms of Reference being developed
		5.3 Reason-to-stop retail attraction	5.3.1 Shire to encourage visitors to stop with attractive assets such as toilets, parks etc	Implemented	3	Positive Feedback on stopping points
		5.4 Four 'R's business	5.4.1 Focus on recycling and develop future waste management strategies	Scoped	2	
		5.5 Cultural experience new business	5.5.1 New cultural business established	Scoped	2	
	6. Attracted Cultural Industry	6.1 'Creative-Kojonup' creative industries collective	6.1.1 Town Teams project to be established	Scoped	3	
		6.2 'Creative-Kojonup' experiential culture-awareness training	6.2.1 Cultural Awareness Programs to be established for community	Not started	1	
		6.3 Cultural industry support	6.3.1 New cultural business established	Implemented	3	Tours and On Country business established through WAITOC
Key Pillar	Outcome	Deliverable	Action	Economics Key Pillar Average Score	2.25	On Par with benchmark 😐
Progress Benchmark To Date: <i>greater than 2 is tracking to timeframes</i>				Implementation Overall score:	2.50	Overall initiatives tracking above benchmark 😊



Black Cockatoo Café

Kojonup EV CHARGING STATION is on the MAP



Kojonup LIBRARY



Key Pillar 3 – Visitation

This Pillar focuses on strategic issues: Retail Growth, Cultural Experiences for both Visitors and Residents, Streetscape and assets, and the future generation of Kojonup, Youth supporting lifestyle activities and experiences in Kojonup.

Shire of Kojonup Corporate Annual Plan 2023/24						
Key Pillar	Outcome	Strategy Initiated Deliverables	CBP Actions	Phase	Score	Notes
Cultural Experience Visitation	7. Experience-Kojonup Anytime Adventure	7.1 The Kodja Place Cultural Place up-scale	7.1.1 New technology for storytelling to be implemented in Kodja Place	Embedded	4	Grant funding has allowed this project to commence and upgrade the technologies in Kodja Place
		7.2 'Experience-Kojonup' attraction upscale	7.2.2 Integrate the Historical Precinct assets with town trail and tours from Kodja Place	Scoped	3	Work has taken place to finalise the town trail and incorporate the historical precincts and points of interest into the town walk
		7.3 'Experience-Kojonup' nature	7.3.1 Develop a natural trails implementation and funding plan	Scoped	2	On hold due to Outdoors Great Southern (OGS) going into administration. OGS managed the implementation and funding phases on behalf of regional Shires. Governance issues to be managed with other regional participating Shires.
		7.4 Digital 'Experience-Kojonup'	7.4.1 New technology for tourists to access information and use of QR codes	Scoped	2	Underway as a part of the town trail and Kodja Place programs
	8. Experience-Kojonup Occasional Adventures	8.1 'Creative Kojonup' visual arts	8.1.1 Art and visual art events and programs for Community	Embedded	4	Annual calendar of events. Ongoing
		8.2 'Experience-Kojonup' performing arts	8.2.1 Performing Art events and programs for Community	Scoped	2	To be developed further.
		8.3 Cultural experience annual event calendar	8.3.1 Calendar and events notices created	Implemented	4	Ongoing development required
	9. Experience-Kojonup Vibrant Spaces	9.1 Experience-Kojonup main street renewal (phase A).	9.1.1 Community Survey required	Not started	1	This project kick off planning phase 2026
		9.2 Experience-Kojonup main street renewal project (phase B)	9.2.1 Community Survey required	Not started	1	This project kick off planning phase 2027
		9.3 'Kojonup Proud' region-wide program		Not started	1	This project kick off planning phase 2026
		9.4 Kojonup Youth Precinct	9.4.1 Implement and construct a Youth Precinct	Scoped	2	On hold, Funding required for precinct project, target 2025/26 for planning and grant applications, dependent on long term financial plan 2025
Key Pillar	Outcome	Deliverable	Action	Visitation Key Pillar average score	 2.36	On Par with benchmark 
Progress Benchmark To Date: <i>greater than 2 is tracking to timeframes</i>				Implementation Overall score:	2.50	Overall initiatives tracking above benchmark 

WILDFLOWERS
Photographed by locals
and visitors during the
annual BLOOM
FESTIVAL



Key Pillar 4 – Performance

This Pillar focuses on strategic issues: Higher Performing Shire, Governance, efficient use of community capital supporting the Social responsibility, Civic duty and Community relationships in Kojonup.

Shire of Kojonup Corporate Annual Plan 2023/24

Key Pillar	Outcome	Strategy Initiated Deliverables	CBP Actions	Phase	Score	Notes
Shire of Kojonup Performance	10. Contributed Socially	10.1 Environment Action Plan	10.1.1 NRM Committee Revitalisation	Implemented	4	NRM re-established with strategic charter undertaken
			10.1.2 Develop Regional Alliance for Climate and Community resilience	Scoped	3	Committee established
			10.1.3 Develop and participate in inland drought study and community resilience plan	Scoped	3	Kojonup participating in program in conjunction with GSDC and partnering Shires
		10.2 Shire and Community Reconciliation Action Plan	10.2.1 RAP to be developed and driven with the Noongar advisory committee and community	Scoped	1	Inline with the implementation of the Noongar Advisory Committee
		10.3 Diversity and Inclusion Action Plan	10.3.1 Develop workforce and diversity plan in line with regulations	Embedded	4	Completed as a part of Integrated Planning requirements
	11. Fresh Community Engagement	11.1 Targeted community engagement	11.1.1 Review and enhance Community Stakeholder and Communication Plan and engagement mediums	Scoped	2	Under development and motted for rollout in 2025
		11.2 Self-help communication system	11.2.1 Website and online functional refresh/upgrade	Scoped	3	Partial upgrades and changes for base platform done, interdependent on new ERP systems for integration into back end.
		11.3 'Experience-Kojonup' brand & storytelling	11.3.1 Continually review Brand and Kojonup marketing	Not started	1	Brand is now scheduled for a review in 2027
		11.4 Visionary milestone celebrations	11.4.1 Community survey required	Not started	1	Due 2025/2026
	12. A High-Performing Council	12.1 SoK finances and funding	12.1.1 Undergo refresh of financial riaks and controls	Embedded	4	Completed as per Audit and Risk Committee
			12.1.2 Review revenue streams and grant funding	Scoped	2	Under review
			12.1.3 Review costs structure and internal cost management	Implemented	3	Review undertaken, implementation occurring
			12.1.4 Long term financial plan to be reviewed and updated	Scoped	3	Scheduled for 2025 to be completed as per Audit and Risk Committee
		12.2 SoK monitoring and reporting	12.2.1 Improve data and information flow to Council	Implemented	4	Completed as per Audit and Risk Committee
			12.2.2 Improve Data and information flow to Community	Scoped	2	Under review, dependent on new systems implementation, scheduled for completion 2026
		12.3 SoK values and culture growth	12.3.1 Develop organisational cultural change program	Scoped	2	Ongoing changes to structure and culture, 5 year plan interdependent on workplace and diversity plan. One Community, One Shire, One Team program. Scheduled for further roll out 2025/2026
		12.4 Community data and knowledge commitment	12.4 Create annual Community survey instrument	Scoped	2	under development
		12.5 Information Communication Technology (ICT) upgrade program	12.5.1 Implement new ERP system	Implemented	3	Tendered and preferred vendor selected due fo completion 2026
			12.5.2 Implement new Managed services regime	Completed	4	Tendered and implemented 2024
			12.5.3 Electronic Document Records Management System Upgrade	Embedded	3	Tendered, preferred vendor selected, due for implementation March 2025
		12.6 Asset management	12.6.1 Asset management system review to be undertaken.	Scoped	3	Part of ERP system
			12.6.2 Asset management program to be implemented	Scoped	2	New Manager appointed and system under review
12.6.3 Long term asset management plan (LTAMP) to be reviewed and updated	Scoped		2	LTAMP to be completed in 2025		
				Performance Key Pillar Average score	2.65	Tracking above benchmark 
		Progress Benchmark To Date: greater than 2 is tracking to timeframes		Implementation Overall score:	2.50	Overall initiatives tracking above benchmark 

Kojonups newest Australian Citizens of the Year



Ciara O'Regan
September 2023



Alexandra Macfarlane
September 2023

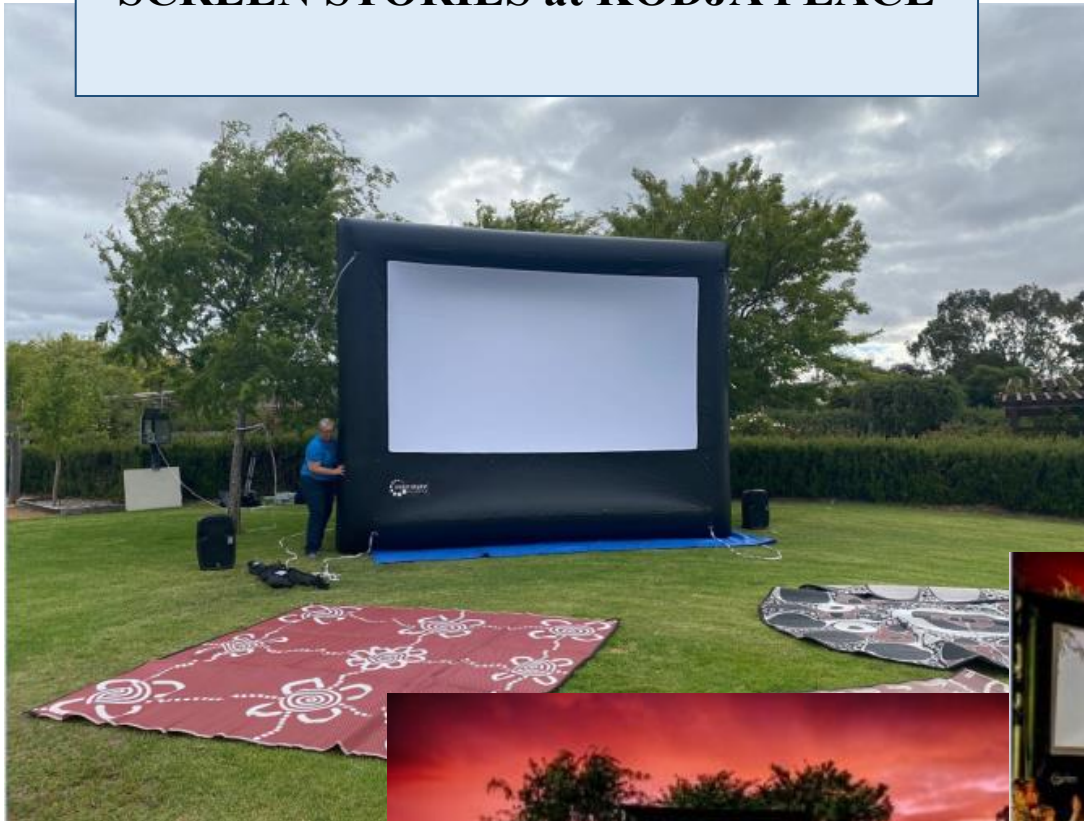


COMMUNITY Meetings

**Construction of a new FOOTPATH at the
SPORTING COMPLEX**



SCREEN STORIES at KODJA PLACE



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. We are conscious of this obligation when interacting and discussing with other local governments related to shared platforms.

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 2023/2024 the Shire of Kojonup Cat Local Law, from the previous year, was sent back to the Council for further edits and the Council was required to agree on an undertaking related to managing cats in public spaces. It is now in effect with those undertakings agreed to by Council.

Disability Access and Inclusion Report

The Shire of Kojonup reports all DAIP activities against outcomes in its DAIP Strategy. During the 2023/2024 reporting period:

1. New disability parking bays were created at The Kodja Place and Black Cockatoo café to improve accessibility for community members with disability.
2. The toilets in Kodja Place were renovated to include accessible sinks and bathrooms. The Kodja Place bathrooms hand dryers were placed lower for easy access by people with disability especially in wheelchairs.
3. Part of the Shire's Ten Year Footpath Improvement / Replacement Program, took place by improving footpaths on Soldier road (leading to the cemetery and Myrtle Benn Nature Reserve) and Benn Parade (leading to the Kojonup Sport Precinct). These upgrades will ensure improved accessibility throughout the community.

4. The Shire of Kojonup recently completed the new Electric Vehicle Charging station with 6 charging bays. These charging bays were designed to have improved ramps and pathways for accessibility. The build of the ramp to the pay meter has been designed to give easy wheelchair access. This charging station has increased the accessibility to a public facility to minimise any lost opportunities by those with a disability.
5. Disability awareness training was provided to team members in July 2023. Annual staff performance reviews provide staff with the opportunity to discuss further training requirements specific to their role. These activities mean that staff are now better equipped to provide services to people with disability.
6. The Shire of Kojonup recently launched a new accessible website for the Kojonup Shire which now meets WCAG 2.0 standard, Level A using high contrast and text re-sizing options. These upgrades allow people with disability especially those with vision impairments to have better access to the Shire's online information. The Shire of Kojonup ensures that all public information regarding community groups and Health Services Providers are updated and available on the website.



Related Party Disclosures

There were nil Related Party Disclosures during the 2023/2024 period.

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.

The Shire of Kojonup has a legislatively current Recordkeeping Plan, and Information Management Policy, and has in place Procedure, Risk Assessment and Records Training (Tips & Tricks) documents.

The Shire is now focused on Privacy & Responsible Information Sharing (PRIS) regulations formulated by State Government under the *Privacy & Responsible Information Sharing Act 2024* (PRIS Act). The legislation broadly aligns to the following:

1. guiding privacy principles and a framework to govern the collection, use, disclosure and security of personal information across the public sector;

2. a mandatory information breach notification scheme, requiring agencies to notify the Information Commissioner and affected individuals of serious information breaches involving personal information;
3. a statutory mechanism for WA public sector agencies to share information only when adhering to new stringent standards for risk assessment, decision making, governance and transparency; and
4. a mechanism that supports Aboriginal data governance in WA, by requiring that Aboriginal people and communities are involved or consulted when government information that primarily affects Aboriginal people is shared.

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 with a copy being available from the Shire Administration Office, 93 Albany Highway, Kojonup, or from our website at: www.kojonup.wa.gov.au

During the 2023/2024 period the Shire of Kojonup received nil Freedom of Information applications.

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 nil complaints made in accordance with this legislation in the 2023/24 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 2023/2024 period, nil public interest disclosures were lodged.



MONTHLY FINANCIAL REPORT

28 FEBRUARY 2025

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**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 28 FEBRUARY 2025

Prepared by: Darren Long (Finance Consultant)

Reviewed by: Jill Johnson (MFCS)

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34 . Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. 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 statement. The Council currently holds no monies in the Trust Fund.

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

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.

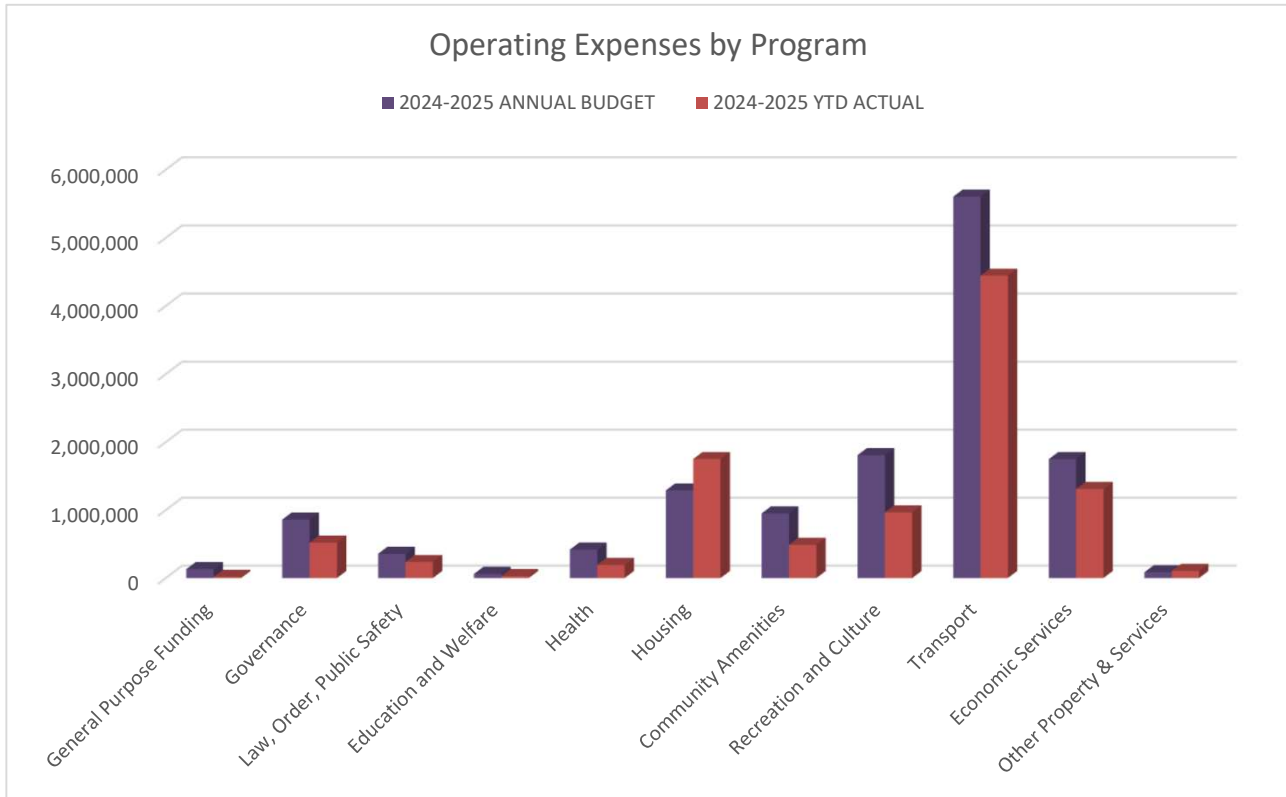
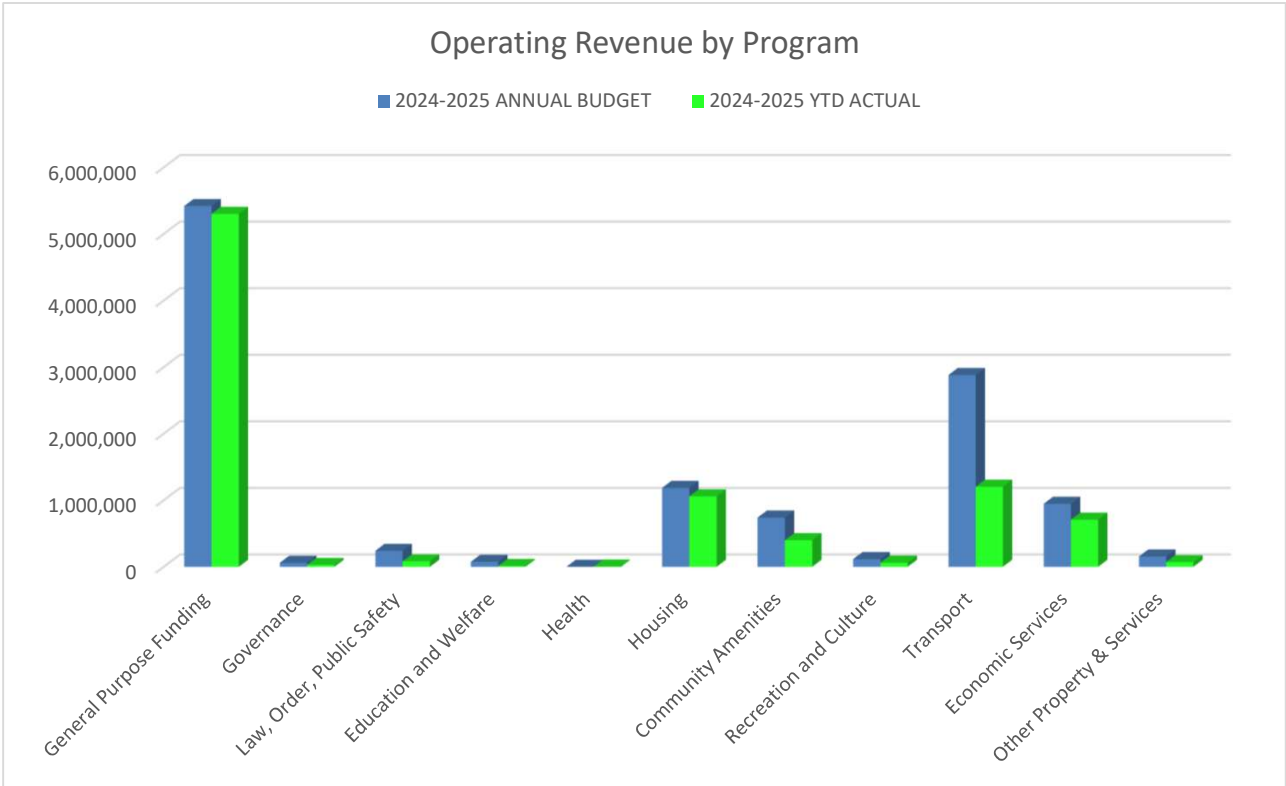
CRITICAL ACCOUNTING ESTIMATES

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.

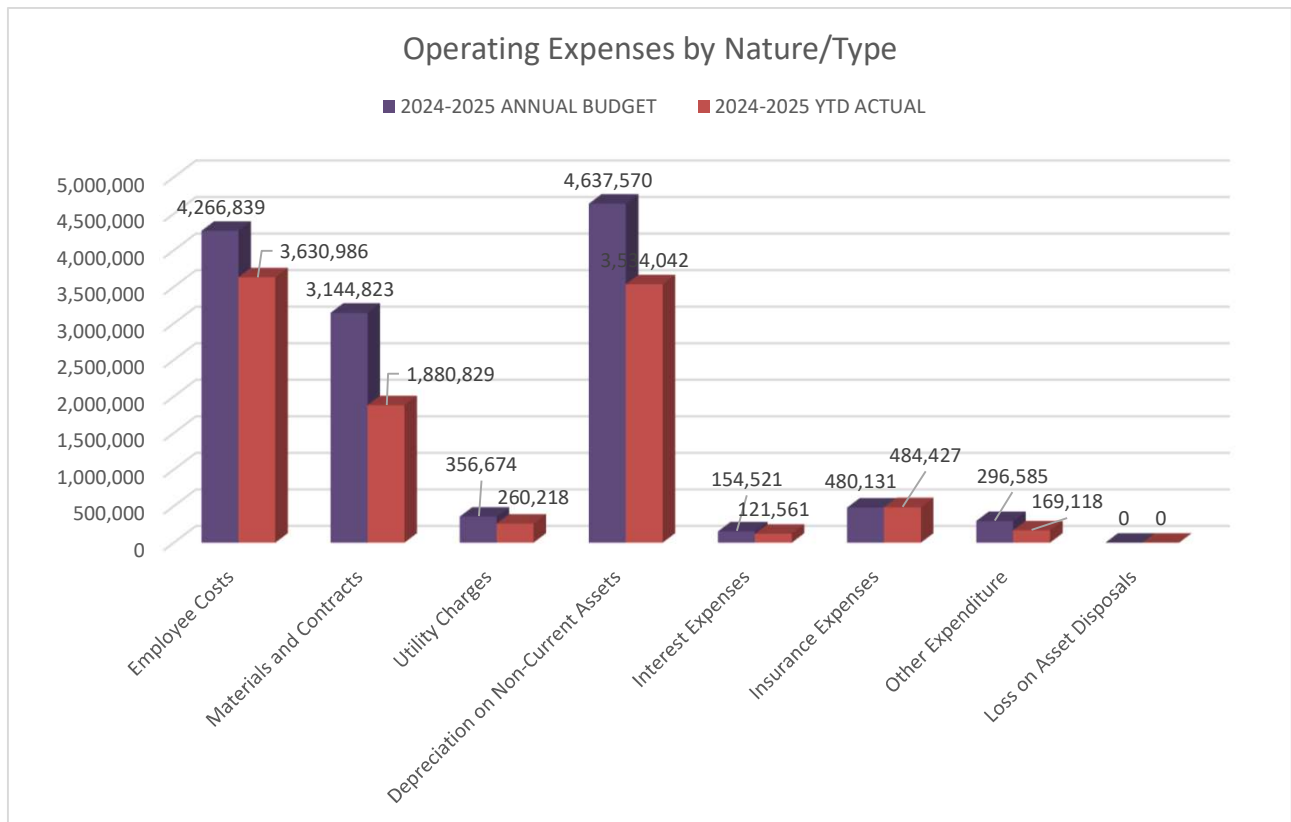
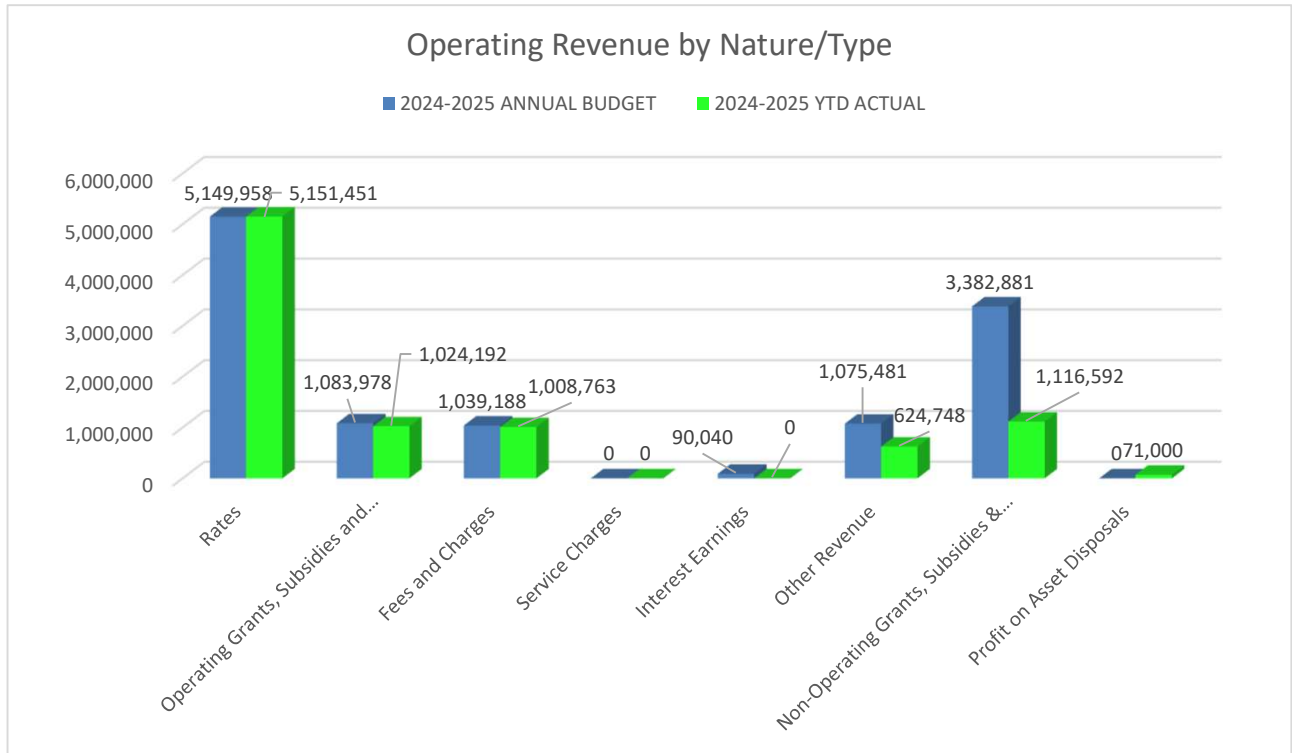
ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

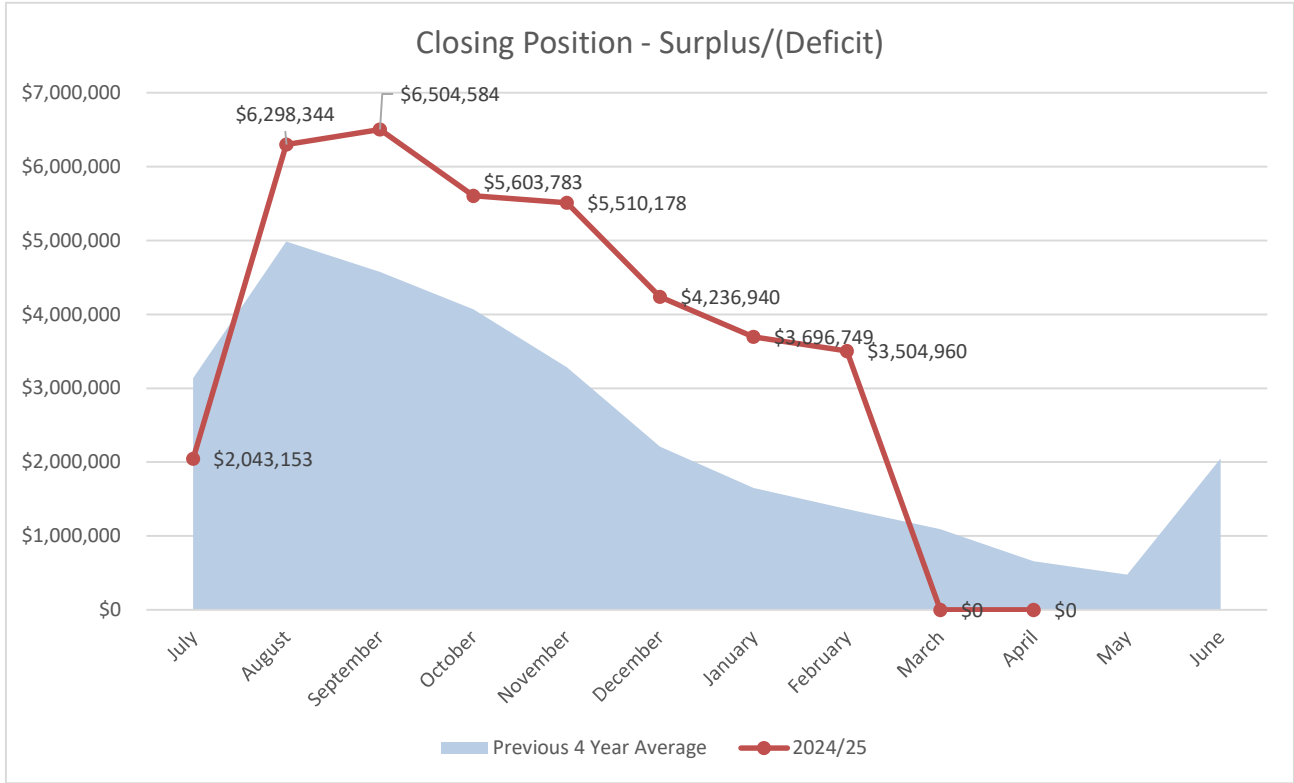
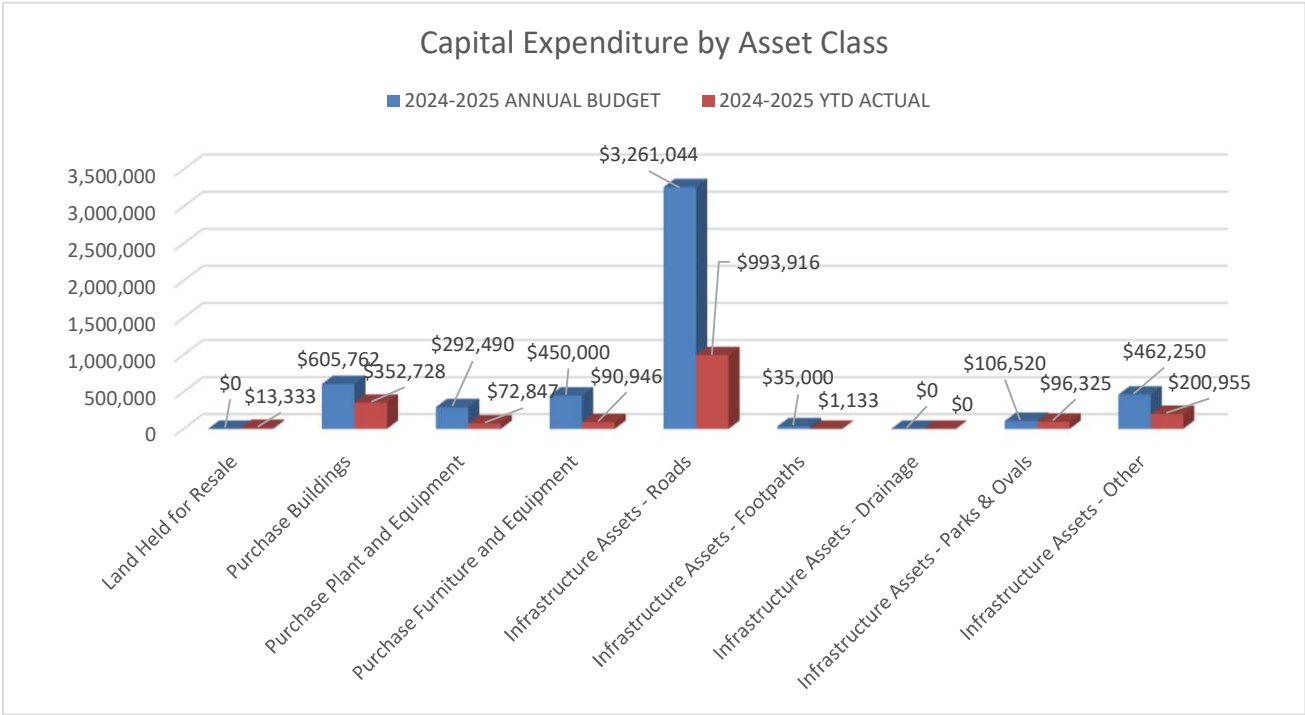
**SHIRE OF KOJONUP
EXECUTIVE SUMMARY
FOR THE PERIOD ENDING 28 FEBRUARY 2025**



SHIRE OF KOJONUP EXECUTIVE SUMMARY FOR THE PERIOD ENDING 28 FEBRUARY 2025



SHIRE OF KOJONUP EXECUTIVE SUMMARY FOR THE PERIOD ENDING 28 FEBRUARY 2025



**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

STATUTORY REPORTING PROGRAMS

The local governments operations as disclosed in these financial statements encompass the following service orientated activities/programs.

	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of the Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which are which are not directly related to specific shire services.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer community.	Supervision of various by-laws, fire prevention, emergency services and animal control.
HEALTH To provide an operational framework for good community health.	Food and water quality, pest control, immunisation services, child health services and health education.
EDUCATION AND WELFARE To meet the needs of the community in these areas.	Management and support for families, children, youth and the aged within the community by providing Youth, Aged and Family Centres, Home and Community Aged Care Programs and assistance to schools.
HOUSING To help ensure adequate housing.	Provision of residential housing for council staff. Provision of housing for aged persons, low income families, government and semi government employees.
COMMUNITY AMENITIES Provide services required by the community.	Rubbish collection services and disposal of waste, stormwater drainage, protection of the environment, town planning and regional development and other community amenities (cemeteries and public toilets).
RECREATION AND CULTURE To establish and manage efficiently infrastructure and resources which will help the social wellbeing of the community.	Public halls, recreation and aquatic centres, parks and reserves, libraries, heritage and culture.
TRANSPORT To provide effective and efficient transport services to the community.	Construction and maintenance of roads, footpaths, bridges, street cleaning and lighting, road verges, streetscaping and depot maintenance.
ECONOMIC SERVICES To help promote the Shire and its economic wellbeing.	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.
OTHER PROPERTY AND SERVICES To monitor and control Shire's overhead operating accounts.	Private works, public works overheads, plant and equipment operations, town planning schemes and activities not reported in the above programs.

SHIRE OF KOJONUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDING 28 FEBRUARY 2025

	2024-2025 ANNUAL BUDGET	2024-2025 YTD BUDGET	2024-2025 YTD ACTUAL	VARIANCE
EXPENDITURE (Excluding Finance Costs)	\$	\$	\$	
General Purpose Funding	(130,881)	(81,123)	(17,193)	-79%
Governance	(859,593)	(554,478)	(519,688)	-6%
Law, Order, Public Safety	(357,103)	(258,364)	(234,952)	-9%
Education and Welfare	(60,870)	(42,172)	(29,899)	-29%
Health	(416,187)	(277,934)	(190,686)	-31%
Housing	(1,251,417)	(1,141,762)	(1,720,909)	51%
Community Amenities	(950,890)	(671,151)	(489,128)	-27%
Recreation and Culture	(1,730,704)	(1,174,923)	(900,520)	-23%
Transport	(5,601,720)	(3,749,015)	(4,441,799)	18%
Economic Services	(1,737,577)	(1,181,396)	(1,309,615)	11%
Other Property and Services	(85,680)	(198,118)	(105,231)	-47%
Operating Expenses	(13,182,621)	(9,330,435)	(9,959,620)	
REVENUE				
General Purpose Funding	5,419,882	5,348,564	5,301,569	-1%
Governance	59,925	42,483	28,611	-33%
Law, Order, Public Safety	105,080	76,303	82,206	8%
Education and Welfare	25,496	23,914	12,010	-50%
Health	1,400	933	2,118	127%
Housing	1,185,364	1,055,079	1,057,892	0%
Community Amenities	307,134	299,550	305,266	2%
Recreation and Culture	71,660	24,039	61,934	158%
Transport	213,791	203,791	235,234	15%
Economic Services	893,770	595,823	652,364	9%
Other Property & Services	155,143	103,425	69,951	-32%
Operating Revenue	8,438,645	7,773,903	7,809,155	
<i>Sub-total</i>	<i>(4,743,976)</i>	<i>(1,556,532)</i>	<i>(2,150,466)</i>	
FINANCE COSTS (INTEREST)				
Law & Order	(24,905)	(16,980)	(18,320)	8%
Health	(1,800)	(1,800)	(1,800)	0%
Housing	(36,763)	(29,649)	(29,569)	0%
Recreation & Culture	(77,120)	(36,582)	(63,876)	75%
Transport	(1,721)	(1,721)	(1,721)	0%
Economic Services	(12,212)	0	(6,275)	0%
Total Finance Costs	(154,521)	(86,732)	(121,561)	
NON-OPERATING REVENUE				
Law, Order & Public Safety	135,335	0	0	0%
Education & Welfare	50,000	0	0	0%
Community Amenities	433,053	0	93,882	0%
Recreation & Culture	44,411	0	0	0%
Transport	2,667,671	1,249,267	966,992	-23%
Economic Services	52,411	0	55,718	0%
Total Non-Operating Revenue	3,382,881	1,249,267	1,116,592	
PROFIT/(LOSS) ON SALE OF ASSETS				
Housing - Profit	0		71,000	0%
Total Profit/(Loss)	0	0	71,000	
NET RESULT	(1,515,616)	(393,997)	(1,084,435)	
Changes in Revaluation Surplus			0	
TOTAL COMPREHENSIVE INCOME	(1,515,616)	(393,997)	(1,084,435)	

"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
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES

Revenues (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. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST REVENUE

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION

Depreciation expense raised on all classes of assets.

FINANCE COSTS

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

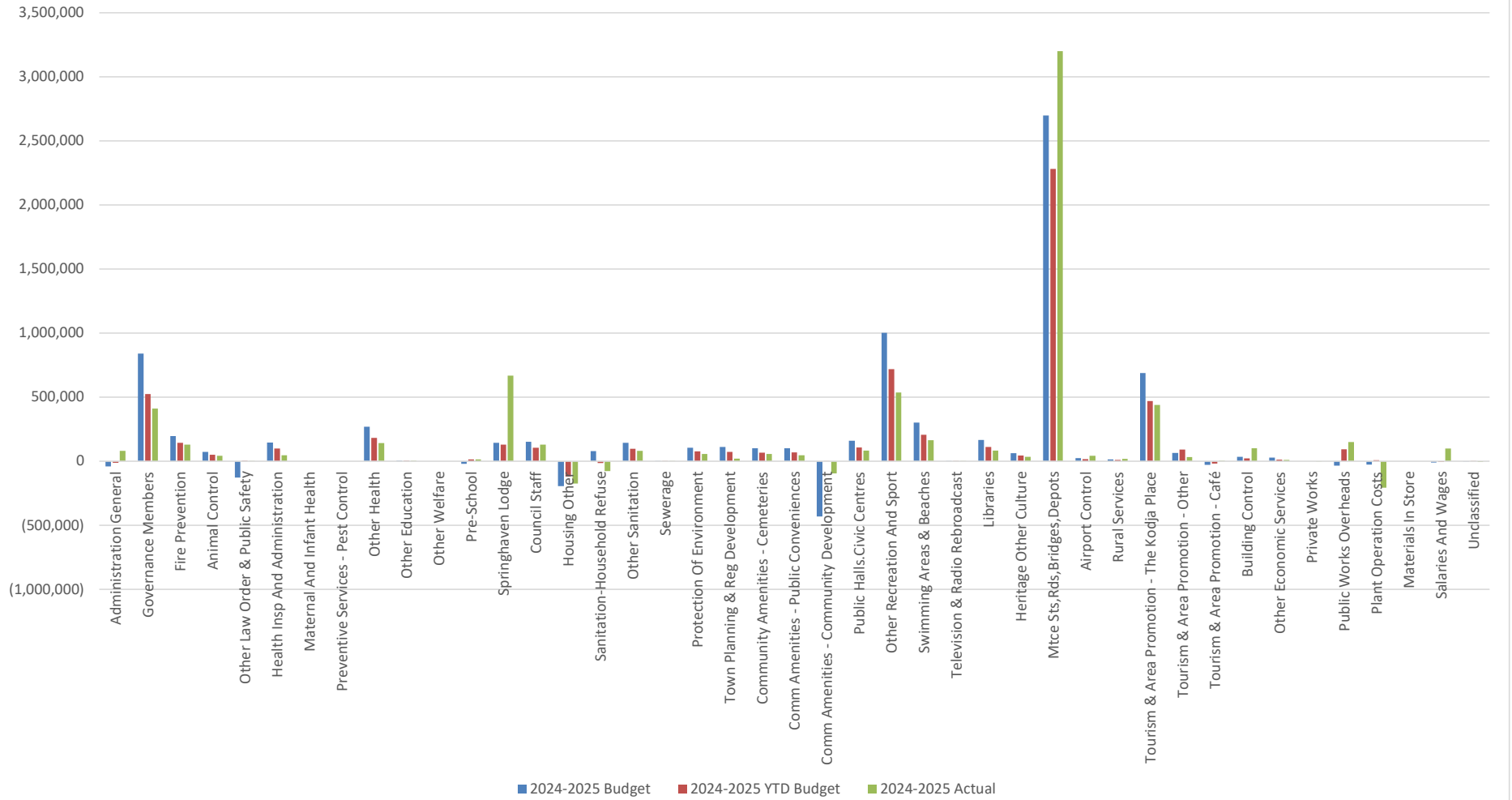
OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF KOJONUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 28 FEBRUARY 2025

	2024-2025 ANNUAL BUDGET	2024-2025 YTD BUDGET	2024-2025 YTD ACTUAL
Expenses			
Employee Costs	(4,266,839)	(3,111,594)	(3,630,986)
Materials and Contracts	(3,144,823)	(2,176,114)	(1,880,829)
Utility Charges	(356,674)	(242,093)	(260,218)
Depreciation on Non-Current Assets	(4,637,570)	(3,091,589)	(3,534,042)
Interest Expenses	(154,521)	(86,732)	(121,561)
Insurance Expenses	(480,131)	(476,628)	(484,427)
Other Expenditure	(296,585)	(232,417)	(169,118)
	(13,337,142)	(9,417,167)	(10,081,181)
Revenue			
Rates	5,149,958	5,149,963	5,151,451
Operating Grants, Subsidies and Contributions	1,083,978	962,699	1,024,192
Fees and Charges	1,039,188	838,638	1,008,763
Service Charges	0	0	0
Interest Earnings	90,040	65,123	0
Other Revenue	1,075,481	757,480	624,748
	8,438,645	7,773,903	7,809,155
	(4,898,497)	(1,643,264)	(2,272,027)
Non-Operating Grants, Subsidies & Contributions	3,382,881	1,249,267	1,116,592
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0	0
Profit on Asset Disposals	0	0	71,000
Loss on Asset Disposals	0	0	0
	3,382,881	1,249,267	1,187,591
Net Result	(1,515,616)	(393,997)	(1,084,435)
Other Comprehensive Income			
Changes on revaluation of non-current assets	0	0	0
Total Other Comprehensive Income	0	0	0
TOTAL COMPREHENSIVE INCOME	(1,515,616)	(393,997)	(1,084,435)

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



SHIRE OF KOJONUP
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING 28 FEBRUARY 2025

	2024-2025 ANNUAL BUDGET	2024-2025 YTD BUDGET (a)	2024-2025 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)	VAR
OPERATING REVENUE	\$	\$	\$			
Rates	5,149,958	5,149,963	5,151,451	Within Threshold	Within Threshold	
Operating Grants and Subsidies	1,083,978	962,699	1,024,192	61,493	Within Threshold	
Fees and Charges	1,039,188	838,638	1,008,763	170,125	20.29%	▲
Interest Earnings	90,040	65,123	0	(65,123)	(100.00%)	▼
Profit on Asset Disposal	0	0	71,000	71,000	0.00%	
Other Revenue	1,075,481	757,480	624,748	(132,732)	(17.52%)	▼
	8,438,645	7,773,903	7,880,154			
LESS OPERATING EXPENDITURE						
Employee Costs	(4,266,839)	(3,111,594)	(3,630,987)	(519,393)	(16.69%)	▼
Materials & Contracts	(3,144,823)	(2,176,114)	(1,880,829)	295,285	13.57%	▲
Utilities	(356,674)	(242,093)	(260,219)	(18,126)	Within Threshold	
Depreciation on Non-Current Assets	(4,637,570)	(3,091,589)	(3,534,042)	(442,453)	14.31%	▼
Interest Expense	(154,521)	(86,732)	(121,561)	(34,829)	(40.16%)	▼
Insurances	(480,131)	(476,628)	(484,427)	Within Threshold	Within Threshold	
Loss on Asset Disposal	0	0	0	Within Threshold	0.00%	
Other Expenditure	(296,585)	(232,417)	(169,118)	63,299	27.24%	▲
	(13,337,142)	(9,417,168)	(10,081,183)			
<i>Increase(Decrease)</i>	(4,898,497)	(1,643,264)	(2,201,029)			
ADD						
Movement in Employee Benefits (Non-current)	0	0	0	Within Threshold	0.00%	
Movement in Employee Benefits (Current)	0	0	0	Within Threshold	0.00%	
Movement in Doubtful Debt Provision	2,000	0	0	Within Threshold	0.00%	
Land Held for Resale	0	0	(63,458)			
Movement in Springhaven Bonds	0	0	(3,695,000)	(3,695,000)	0.00%	
Profit on the disposal of assets	0	0	(71,000)	(71,000)	0.00%	
Depreciation Written Back	4,637,570	3,091,589	3,534,042	442,453	14.31%	▲
	4,639,570	3,091,589	(295,416)			
<i>Sub Total</i>	(258,928)	1,448,325	(2,496,445)			
INVESTING ACTIVITIES					0.00%	
Land Held for Resale	0	0	(13,333)	(13,333)	0.00%	
Purchase Buildings	(605,762)	(390,762)	(352,728)	38,034	Within Threshold	
Purchase Plant and Equipment	(292,490)	(292,490)	(72,847)	219,643	75.09%	
Purchase Furniture and Equipment	(450,000)	(200,000)	(90,946)	109,054	54.53%	
Infrastructure Assets - Roads	(3,261,044)	(2,127,461)	(993,916)	1,133,545	53.28%	
Infrastructure Assets - Footpaths	(35,000)	(11,250)	(1,133)	10,117	89.93%	
Infrastructure Assets - Drainage	0	0	0	Within Threshold	0.00%	
Infrastructure Assets - Parks & Ovals	(106,520)	(86,520)	(96,325)	Within Threshold	11.33%	
Infrastructure Assets - Other	(462,250)	(280,200)	(200,955)	79,245	28.28%	
Proceeds from Sale of Assets	135,000	135,000	250,000	115,000	85.19%	▲
Contributions for the Development of Assets	3,382,881	1,249,267	1,116,592	(132,675)	(10.62%)	▼
	(1,695,185)	(2,004,416)	(455,591)			
FINANCING ACTIVITIES						
Repayment of Debt - Loan Principal	(508,766)	(367,998)	(416,036)	(48,038)	13.05%	
Transfer from Reserves	0	0	4,095,000	4,095,000	0.00%	
Transfer to Reserves	(156,955)	(20,719)	(422,081)	(401,361)	(1937.15%)	
	(665,721)	(388,717)	3,256,883			
Plus Rounding						
<i>Sub Total</i>	(2,619,834)	(944,808)	304,848			
FUNDING FROM						
Estimated Opening Surplus at 1 July	2,619,834	2,619,834	\$3,200,112	580,278	22.15%	▲
Closing Funds	0	0	0			
	2,619,834	2,619,834	3,200,112			
NET SURPLUS/(DEFICIT)	1	1,675,026	3,504,960			

SHIRE OF KOJONUP
SUMMARISED NET CURRENT POSITION
FOR THE PERIOD ENDING 28 FEBRUARY 2025

	ACTUAL 30 JUNE 2024	ACTUAL YTD
Cash - Unrestricted	\$3,265,077	\$3,298,601
Cash - Restricted General	\$0	\$0
Cash - Restricted Reserves	\$4,840,738	\$1,167,819
Accounts Receivable - Rates	\$473,511	\$865,002
Accounts Receivable - Sundry	\$713,284	\$500,254
GST Receivable	(\$0)	\$43,838
Contract Assets	\$3,766	\$3,766
Inventories	\$1,452	\$119,307
Land held for Resale	\$214,458	\$227,791
Loans - Clubs	\$0	\$0
CURRENT ASSETS	\$9,512,286	\$6,226,377
LESS: CURRENT LIABILITIES		
Payables	(\$418,286)	(\$376,611)
ATO Liabilities	(\$69,859)	(\$116,903)
Unspent Grant Liabilities	(\$841,286)	(\$841,286)
Employee Provisions	(\$741,815)	(\$741,815)
Accrued Interest on Loans	(\$41,618)	(\$41,618)
Interest Bearing Loans	(\$517,952)	(\$101,916)
Springhaven Accommodation Bonds	(\$3,695,000)	\$0
CURRENT LIABILITIES	(\$6,325,816)	(\$2,220,150)
LESS: EXCLUSIONS		
Cash - Restricted Reserves	(\$4,840,738)	(\$1,167,819)
Cash - Restricted Cash	\$0	\$0
Interest Bearing Loans	\$517,952	\$101,916
Self Supporting Loan Debtors	\$0	\$0
Less Land held for Resale	(\$151,000)	(\$227,791)
Less Provision for Doubtful Debts	\$8,993	\$8,993
Add back Cash backed LSL Provision		
Add Back Springhaven Bonds	\$3,695,000	\$0
Add Back Accrued Interest on Loans	\$41,618	\$41,618
Add: Current liabilities not expected to be cleared at end of year	\$741,815	\$741,815
Unspent loan funds - Loan 150	\$0	
Roundings	\$2	\$0
NET CURRENT POSITION - SURPLUS/(DEFICIT)	\$3,200,112	\$3,504,960

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 28 FEBRUARY 2025

EXPLANATION OF MATERIAL VARIANCES

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Operating Revenue						
Operating Grants	962,699	1,024,192	61,493	Within Threshold	PERMANENT/ TIMING	Decrease in Grant- FAGS- Untied Portion by \$92k, Increase in Grant -FAGS- Roads by \$26k, Decrease in Grant- kindy Café by \$12k, Increase in Spring H - Grant -Personal Care subsid by \$98k, Increase in Contribution- Dept Education by \$37k, Increase in Grant -MRWA Direct Grant by \$27k, Decrease in PWOH- Novated Lease Contribution Income by 13k
Profit on Sale of Assets	0	71,000	71,000	0%	PERMANENT	Increase on profit on disposal of assets - relating to Springhaven assets disposed of to Hall and Prior.
Other Revenue	757,480	624,748	(132,732)	-18%	PERMANENT/ TIMING	Decrease in Governance by \$ 17k, Decrease in Housing by \$129k, Decrease in Economic Services by \$23k, Increase in Economic Services by \$71k, Decrease in Other Property Services by \$17k, Decrease in property services by \$13k, Increase in Other Property Services by \$16k, Decrease in Other property & Services by \$18k,

**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 28 FEBRUARY 2025**

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
<u>Operating Expenses</u>						
Employee Costs	(3,111,594)	(3,630,987)	(519,393)	-17%	PERMANENT/ TIMING	Decrease in Rating Salaries \$26k, Decrease in Admin Salaries \$101k, Decrease in FBT Admin Staff \$13k, Increase in Fire Hazard Reduction \$17k, Increase in Health Salaries \$11k, Increase in Health Superannuation \$12k, Increase in Spiring Haven Salaries \$267k, Decrease in Spring Haven Superannuation \$75k, Decrease in Spring Haven Grounds Maintenance \$16k, Increase in Springhaven A/L \$64k, Increase in Springhaven LSL \$53k, Decrease in J Sullivan Grounds Maintenance \$10k, Decrease in Swimming Pool Salaries \$19k, Decrease in Apex Park Conveniences \$11k, Decrease in Apex Park Ground Maint \$21k, Decrease in Sport Complex-Grounds Maint \$55k, Decrease in Library Salaries \$20k, Decrease in Town Drainage \$11k, Increase in Depot Grounds & Nursery Maint \$16k, Increase in Airstrip Ground Maint \$17k, Decrease in Kodja Place Tour Expenses \$29k, Increase in Cafe Salaries \$76, Increase in Salaries Works Supervisors \$149k, Decrease in Superannuation (Supervisors) \$11k, Decrease in Staff Meetings \$10k, Decrease in Public Holidays \$12k, Decrease in Sick Leave \$22k, Decrease in Superannuation \$123k, Decrease in Long Service Leave \$176k, Decrease in Less Allocated to Works & Services \$346k, Increase in Drainage Maintenance by \$76k, Increase in Bitumen Patching / Repair \$51k, Increase in Guide Post & Signage \$59k, Increase in Rural Limb & Tree Removal \$97k, Increase in Traffic Counters - Transportation \$11k, Increase in Tree Rural Major Works \$21k, Increase in Townsite Verge Mtce \$13k, Decrease in Townsite Trees - Upgrade, Watering \$10k.

**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 28 FEBRUARY 2025**

EXPLANATION OF MATERIAL VARIANCES

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Materials & Contracts	(2,176,114)	(1,880,829)	295,285	14%	TIMING	Decrease in Integrated Planning Expense by \$13k, Increase in Auditors by \$43k, Decrease in Telephone & Internet by \$71k, Decrease in Software Licensing Fees By \$57k, Increase in ICT Support by \$24k, Decrease in ICT Website (Subscription & Upgraded) by \$16k, Decrease in Admin Vehicle Expenses by \$ 14k, Increase in Admin Vehicle Expenses by \$20k, Increase in Financial Consultants by \$21k, Increase in Bridge Expenses by \$62k, Increase in Salaries by \$23k, Decrease in Contract Ranger Expenses by \$14k, Decrease in Health - Other Employment costs by \$15k, Decrease in health Contractors by \$20k, Decrease In Doctor Services Contribution by \$ 42k, Increase in Spring H- Salaries & Wages by \$64k, Increase in Staff Housing - Building Maint by \$10k, Increase in SHL Building Maintenance - Unforeseen by \$14k, Decrease in Verge Pick Up - Hard Waste by \$20k, Decrease in Local Planning Strategy & Scheme by \$17k, Increase in S/Pool Equipment Maintenance by \$ 16k, Decrease in Bridge Maintenance by \$20k, Decrease in Great Southern Treasures by \$20k, Decrease in Kodja Place - Events by 24k, Decrease in Kodja Place _ Retail Stock (COGS) by \$33k, Increase in Black Cockatoo Minor Expenses by \$18k, Increase in Black Cockatoo Cost Goods Purchase by \$17k, Decrease in Building Control Expenses by \$11k, Decrease in Other Staff Expenses by \$17k, Increase in Training by \$12k, Decrease in PWOH- Novated Lease Expenses by \$13k, Decrease In Fuel & Oil By \$157k, Decrease in Tyres & Tubes by \$12k, Increase in Parts, EXT Works & Sundries by 19k, Decrease in less POC Allocated To W. & S. by \$81k, Increase in Gardening By \$ 320k, Increase in Drainage Maintenance by \$38k, Increase in Rural Limb & tree Removal - Fallen by \$10k,
Utilities	(242,093)	(260,219)	(18,126)	Within Threshold	TIMING	Increase in Telephone & Internet by 14k, Increase in Water Standpipes by \$12k

**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 28 FEBRUARY 2025**

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Depreciation on Assets	(3,091,589)	(3,534,042)	(442,453)	14%	TIMING	Increase in Spring H- Depreciation by \$ 76k, Increase in Transport Depreciation \$132k, Decrease in Plant Operation Costs Depreciation \$41k.
Interest Expense	(86,732)	(121,561)	(34,829)	-40%	TIMING	Increase in interest on Recreation Loans \$14k.
Other Expenses	(232,417)	(169,118)	63,299	27%	TIMING	Increase in Bank Charge by \$10k, Increase in Refund of interest on deposit Principal by \$14k, Decrease in Sothern Dirt Contribution by \$ 15k, Increase in Great Southern Treasures by \$22k, Increase in Kodja Place - Retail Stock (COGS) by \$25k, Increase in Less Pock Allocated To W. & S by \$ 48k

**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 28 FEBRUARY 2025**

EXPLANATION OF MATERIAL VARIANCES

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
<u>Investing Activities</u>						
Land held for Resale	0	(13,333)	(13,333)	0%	PERMANENT	Increase in Land held for resale subdivision expenses \$13k.
Buildings	(390,762)	(352,728)	38,034	Within Threshold	PERMANENT/ TIMING	Increase in Men's Shed project expenses \$18k, Decrease in Swimming Pool Buildings project expenses \$30k, Decrease in Harrison Place Toilets & Park project expenses \$10k, Decrease in Black Cockatoo Café project expenses \$22k.
Plant & Equipment	(292,490)	(72,847)	219,643	75%	TIMING	Decrease in Major Plant Purchase by 224k.
Furniture & Equipment	(200,000)	(90,946)	109,054	55%	TIMING	Decrease in ICT plan Implementation by \$109k.
Infrastructure - Roads	(2,127,461)	(993,916)	1,133,545	53%	TIMING	Increase in RTR- Tone Road -Failure by 21k, Decrease in RTR Spring Street Asphalt by \$174k, Decrease in RTR Solider Road - Asphalt by \$ 14k, Increase in R2R400 Balgarup Road Tree Pruning Works by \$29k, Increase in CJ417 Widening -Shamrock Road 23/24 c/Over by \$154k, Decrease in CJ436 Widening by \$ 404k, Decrease in Broomehill Road Failure Repairs by \$45k, Decrease in CJ450 Widening _ Tambellup West Road by \$177k, Decrease in Bitumen Reseal-Kojonup Frankland road by \$ 776k, Decrease in Bitumen Reseal Kojonup Darkan Road by \$63k, Decrease in Road Widening - Jingalup Rd 22/23 by \$81k, Decrease in Kojonup Darkan Shoulder Blackspot by \$10k, Increase in Reillys Creek Road - Gravel Sheet by \$14k
Infrastructure - Others	(280,200)	(200,955)	79,245	28%	TIMING	Increase in Bushfire Repeater project \$63k, Decrease in CCTV project \$131k.
Proceeds from Sale of Assets	135,000	250,000	115,000	85%	PERMANENT	Sale of Springhaven assets not anticipated.

**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 28 FEBRUARY 2025**

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Financing Activities						
Transfer from Cash Backed Reserves	0	4,095,000	4,095,000	0%	PERMANENT	Increase in transfer from Springhaven Lodge Res \$4.09M, Deposits refunded and balance of Springhaven Housing deposits transferred to Hall & Prior.
Transfer to Cash backed Reserves	(20,719)	(422,081)	(401,361)	-1937%	TIMING	Increase in Transfers to Reserve, Springhaven Housing deposits received.

SHIRE OF KOJONUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 28 FEBRUARY 2025

	Note	2023-24 ACTUAL \$	2024-25 ACTUAL \$	Variance \$
Current assets				
Unrestricted Cash & Cash Equivalents		3,265,077	3,298,601	33,524
Restricted Cash & Cash Equivalents		4,840,738	1,167,819	-3,672,919
Trade and other receivables		1,186,795	1,340,838	154,044
ATO Receivables		0	68,255	68,255
Contract Assets		3,766	3,766	0
Inventories		1,452	119,307	117,855
Land Held for Resale		214,458	227,791	13,333
Total current assets		9,512,286	6,226,377	-3,285,909
Non-current assets				
Trade and other receivables		110,473	110,473	0
LG House Unit Trust		103,963	103,963	0
Land Held for Resale		0	0	0
Land		2,292,085	2,292,085	0
Buildings		27,039,482	26,936,459	-103,023
Furniture & Equipment		319,297	300,408	-18,889
Plant & Equipment		3,525,664	3,197,594	-328,070
Tools		0	0	0
Roads Infrastructure		93,022,471	91,269,848	-1,752,623
Kerbing Infrastructure		2,684,095	2,684,095	0
Drainage Infrastructure		11,518,902	11,518,902	0
Bridges Infrastructure		5,793,354	5,793,354	0
Footpaths Infrastructure		1,409,351	1,410,484	1,133
Parks Infrastructure		2,539,850	2,608,668	68,818
Other Infrastructure		6,368,951	6,597,413	228,462
Total non-current assets		156,727,938	154,823,745	-1,904,192
Total assets		166,240,224	161,050,122	-5,190,101
Current liabilities				
Trade and other payables		4,154,904	527,898	3,627,006
ATO Liabilities		69,859	7,235	62,624
Contracts Liability		841,286	841,286	0
Interest-bearing loans and borrowings		517,952	101,916	416,036
Provisions		741,815	741,815	0
Total current liabilities		6,325,816	2,220,150	4,105,666
Non-current liabilities				
Interest-bearing loans and borrowings		4,479,878	4,479,878	0
Non-Current Payables		0	0	0
Provisions		69,293	69,293	0
Total non-current liabilities		4,549,171	4,549,171	0
Total liabilities		10,874,987	6,769,321	4,105,666
Net assets		155,365,237	154,280,802	-1,084,435
Equity				
Retained surplus		69,384,025	73,056,945	3,672,919
Net Result		0	-1,084,435	-1,084,435
Reserve - asset revaluation		81,140,473	81,140,473	0
Reserve - Cash backed		4,840,738	1,167,819	-3,672,919
Total equity		155,365,237	154,280,802	-1,084,435

This statement is to be read in conjunction with the accompanying notes

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 28 FEBRUARY 2025

PROGRESS OF THE CAPITAL PROGRAM/SMART IMPLEMENTATION

COA	Description	SMART Implement. Ref.	Resp. Officer	Asset Class	Asset Invest. Type	2023/2024 Original Budget	2023/2024 YTD Budget	2023/2024 YTD Actuals	% of Annual Budget
Governance									
C137	ICT Plan Implementation		CEO	F&E	Renewal	450,000	200,000	90,946	20%
						450,000	200,000	90,946	
Law Order & Public Safety									
C138	Bush Fire Repeater Tower	5.1.2	MRS	Infr.	New	0	0	62,961	0%
2885	CCTV Infrastructure		CEO	Infr.	New	267,000	267,000	135,800	51%
C440	Cat Pound		MRS	L&B	New	0	0	0	0%
						267,000	267,000	198,761	
Education & Welfare									
C441	Old School - Re-Roof		BMC	L&B	Renewal	1,994	1,994	0	0%
						1,994	1,994	0	
Housing									
C157	Staff - 15 Loton Close		CEO	L&B	New	80,000	0	0	0%
C156	Staff - 30 Katanning Road		CEO	L&B	New	30,000	0	7,269	24%
C140	Staff - 34 Katanning Road		MRS	L&B	Upgrade	0	0	0	0%
C141	Staff - 39 Vanzuilecom St		MRS	L&B	Upgrade	0	0	0	0%
C147	Springhaven - Furniture	2.2.6	MACS	F&E	New	0	0	0	0%
C195	Springhaven - Building	2.2.14	MACS	L&B	Renewal	0	0	0	0%
C313	Jean Sullivan Units - Building Renewal		BMC	L&B	Upgrade	10,000	0	0	0%
C145	ILU's - Building Renewal		BMC	L&B	Renewal	10,000	0	0	0%
						130,000	0	7,269	
Community Amenities									
C310	Subdivision Construction	2.4.3	CEO	L4R	Upgrade	0	0	13,333	0%
C407	Refuse Site Development		MRS	Infr.	Upgrade	115,250	0	0	0%
C442	Men's Shed - Construction of New		MCCS	L&B	New	323,768	323,768	341,980	106%
C355	Town Furniture		MWS	Infr.	New	20,000	13,200	2,193	11%
						459,018	336,968	357,506	
Recreation & Culture									
C158	Swimming Pool Equipment		MWS	P&E	Renewal	0	0	11,895	0%
C198	Historic Buildings - Capital Improvement		BMC	L&B	Renewal	35,000	0	0	0%
C105	Memorial Hall Capital Expenditure		BMC	L&B	Renewal	30,000	0	0	0%
C295	SWIMMING POOL BUILDINGS CAPITAL EXPENDITURE		BMC	L&B	Renewal	30,000	30,000	0	0%
C199	Memorial Hall/Theatrical/Harrison Place		MRS	L&B	New	0	0	0	0%
C408	Harrison Place Toilets & Park	1.1.8	MWS	L&B	Upgrade	10,000	10,000	0	0%
C443	Showgrounds Retaining Wall		CEO	Infr.	New	0	0	0	0%
6764	Showgrounds Capital Expenditure		MWS	Infr.	Upgrade	30,000	30,000	27,507	92%
6774	The Spring Reserve Capital Expenditure		MWS	L&B	Upgrade	50,000	30,000	0	0%
C274	Sporting Complex - Netball Court Resurface & Roof	1.2.10, 1.2.13	MCCS	Infr.	Renewal	26,520	26,520	29,808	112%
C411	Sporting Complex - Playground & Outdoor Gym	1.2.10	MCCS	Infr.	New	0	0	0	0%
C444	Sporting Complex - Hall of Fame Signage		MCCS	Infr.	New	0	0	0	0%
C357	Apex Park - Replace Equipment		SH	Infr.	Renewal	0	0	39,010	0%
C447	Contribution to Bowling Club New Green		MCCS	Infr.	Upgrade	0	0	0	0%
C448	Trails Hub Construction		MCCS	Infr.	New	0	0	0	0%
C412	Apex Park Drainage & Car Park & RV		MCCS	Infr.	Upgrade	0	0	0	0%
C413	Trails Construction		MCCS	Infr.	New	0	0	0	0%
						211,520	126,520	108,220	
Transport - Plant Purchases									
C162	Major Plant Repairs - Fuel Pump System		MWS	P&E	New	7,490	7,490	0	0%
7604	Plant Major Purchases		MWS	P&E	New	285,000	285,000	60,952	21%
						292,490	292,490	60,952	

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PROGRESS OF THE CAPITAL PROGRAM/SMART IMPLEMENTATION

COA	Description	SMART Implement. Ref.	Resp. Officer	Asset Class	Asset Invest. Type	2023/2024 Original Budget	2023/2024 YTD Budget	2023/2024 YTD Actuals	% of Annual Budget
Transport - Infrastructure									
C417	Widening - Shamrock Road	1.1.5	MWS	Infr.	Upgrade	383,920	383,920	229,636	60%
C436	Widening - Shamrock Road (2021/2022 Project)	1.1.5	MWS	Infr.	Upgrade	690,000	690,000	286,517	42%
CJ227	Broomehill Road Failure Repairs		MWS	Infr.	Renewal	0	0	0	0%
C319	Bitumen Reseal - Kojonup-Frankland Road	1.1.5	MWS	Infr.	Renewal	210,000	128,100	50,501	24%
C320	Bitumen Reseal - Kojonup Darkan Road	1.1.5	MWS	Infr.	Renewal	195,000	85,800	23,243	12%
C321	Bitumen Reseal - Broomehill-Kojonup Road	1.1.5	MWS	Infr.	Renewal	0	0	0	0%
C460	Road Widening - Jingalup Rd 22/23		MWS	Infr.	Renewal	210,000	100,800	20,041	10%
C079	Reillys Creek Road - Gravel Sheet		MWS	Infr.	Renewal	255,000	0	13,748	5%
C055	Newton Street Kerbing		MWS	Infr.	Renewal	26,000	0	0	0%
C172	Seal - Riverdale Road	1.1.5	MWS	Infr.	Renewal	0	0	216	0%
C453	Seal - Balgarup Road RTR	1.1.5	MWS	Infr.	Renewal	0	0	729	0%
C463	Kojonup Darkan Shoulder Blackspot		MWS	Infr.	Upgrade	229,774	229,774	219,467	96%
C464	Kojonup - Darkan Pavement Failure Repairs		MWS	Infr.	Upgrade	0	0	0	0%
C500	Tone Road - RTR		MWS	Infr.	Upgrade	90,000	0	20,789	23%
C501	Ballock Road - RTR		MWS	Infr.	Upgrade	0	0	3,638	0%
C505	RTR - Tone Road - Failure 2		MWS	Infr.	Upgrade	55,000	0	0	0%
C506	RTR - Tone Road - Failure 3		MWS	Infr.	Upgrade	70,000	0	0	0%
C507	RTR - Spring Street Asphalt		MWS	Infr.	Upgrade	347,350	174,250	0	0%
C508	RTR - Misson Road Floodway		MWS	Infr.	Upgrade	20,000	0	0	0%
C509	RTR - Soldier Road - Asphalt		MWS	Infr.	Upgrade	75,000	14,250	0	0%
C510	RTR - Wanwindup South Road Culvert		MWS	Infr.	Upgrade	25,000	0	2,857	11%
C511	RTR - Qualeup South Road Failure Repairs		MWS	Infr.	Upgrade	35,000	22,505	17,952	51%
C512	RTR - Newton Street Reseal		MWS	Infr.	Upgrade	44,000	0	0	0%
C450	Widening - Tambellup West Road		MWS	Infr.	Upgrade	255,000	253,062	75,664	30%
7424	R2R - Balgarup Road Tree Pruning Works		MWS	Infr.	Upgrade	0	0	28,918	0%
C174	Soldier Road - Footpath, Kerbing and Drainage		MWS	Infr.	Upgrade	35,000	11,250	1,133	3%
FPC02	Footpath - Newton Street		MWS	Infr.	Upgrade	0	0	0	0%
						3,251,044	2,093,711	995,049	
Economic Services									
C177	Kodja Place - Capital Renewal/Improvement	2.1.10	BMC	L&B	Renewal	20,000	0	0	0%
C349	Black Cockatoo Café Capital Expenditure		BMC	L&B	Renewal	25,000	25,000	3,479	14%
C054	Promotional Signage at Airstrip	1.4.7	MCCS	Infr.	New	60,000	0	0	0%
						105,000	25,000	3,479	
Total Capital Expenditure						5,168,066	3,343,683	1,822,183	35.3%

SUMMARIES:				
Land Held for Resale	0	0	13,333	0.0%
Land & Buildings	655,762	420,762	352,728	53.8%
Infrastructure	3,769,814	2,430,431	1,292,329	34.3%
Plant & Equipment	292,490	292,490	72,847	24.9%
Furn & Equipment	450,000	200,000	90,946	20.2%
	5,168,066	3,343,683	1,822,183	35.3%
At No Cost	0		0	0.0%
Asset Renewal	1,524,514	598,214	283,615	18.6%
New Asset	1,073,258	896,458	611,156	56.9%
Upgrading Asset	2,570,294	1,849,011	927,411	36.1%
	5,168,066	3,343,683	1,822,183	35.3%
Chief Executive Officer	827,000	467,000	247,348	29.9%
Manager Corporate & Community Services	410,288	350,288	371,788	90.6%
Manager Works & Services	3,653,534	2,469,401	1,097,597	30.0%
Senior Horticulturalist	0	0	39,010	0.0%
Manager Regulatory Services	115,250	0	62,961	54.6%
Building Maintenance Coordinator	161,994	56,994	3,479	2.1%
Manager Aged Care Services	0	0	0	0.0%
	5,168,066	3,343,683	1,822,183	35.3%

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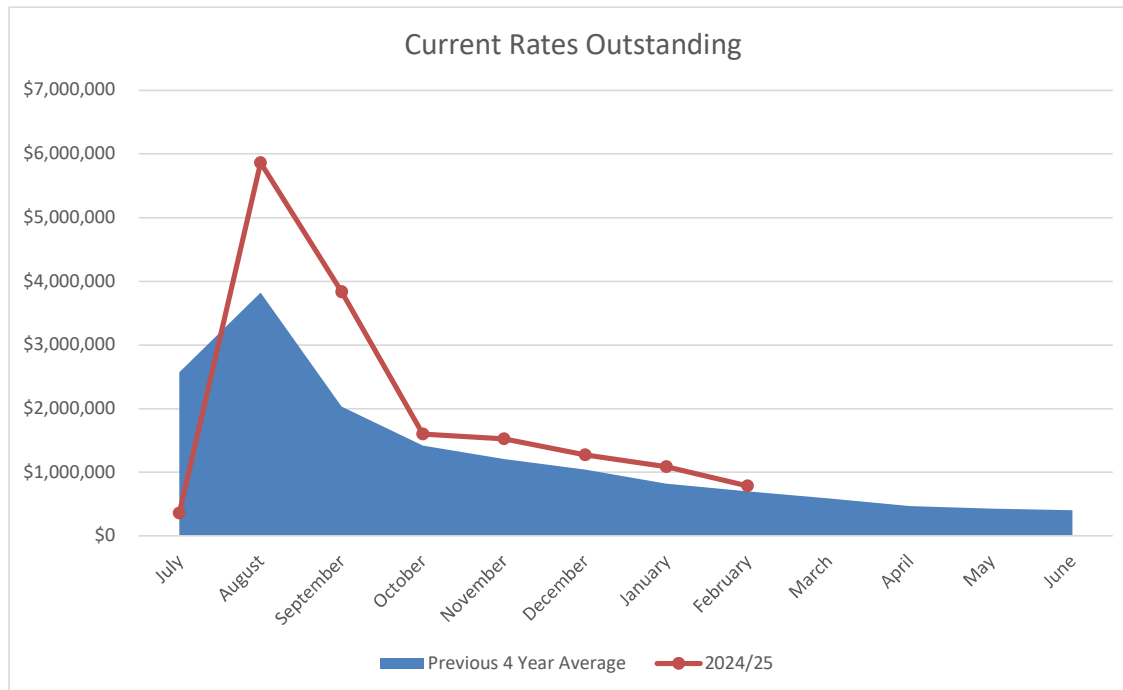
RESERVES - CASH BACKED	2024-25 Actual Opening Balance	2024-25 Actual Transfer to	2024-25 Actual Transfer (from)	2024-25 Actual Closing Balance	2024-25 Budget Opening Balance	2024-25 Budget Transfer to	2024-25 Budget Transfer (from)	2024-25 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Plant Replacement	263,841	5,241	0	269,082	263,841	2,387	0	266,228
Employee Leave	290,394	5,159	0	295,553	290,394	34,634	0	325,028
Springhaven Lodge (Bonds)	3,695,000	400,000	(4,095,000)	0	3,695,000	0	0	3,695,000
Low Income Housing	88,963	1,767	0	90,731	88,963	3,020	0	91,983
Sporting Facility	66,819	1,327	0	68,147	66,819	2,270	0	69,089
Landfill Waste Management	85,302	1,694	0	86,996	85,302	2,897	0	88,199
Kodja Place Tourist Precinct	18	0	0	18	18	0	(18)	0
Community Grant Scheme	10,386	206	0	10,592	10,386	355	0	10,741
Independent Living Units	168,552	3,348	0	171,900	168,552	5,725	0	174,277
Natural Resource Management	103,826	2,062	0	105,888	103,826	3,525	0	107,351
Swimming Pool	43,126	857	0	43,982	43,126	1,464	(44,590)	0
The Kodja Place Building Upgrade & Renewal	18,769	373	0	19,142	18,769	655	0	19,424
Sporting Complex Building Upgrade & Renewal	1,193	24	0	1,217	1,193	41	(1,234)	0
Netball Court Resurfacing	4,548	21	0	4,569	4,548	0	(4,548)	0
Trails Network Construction	2	0	0	2	2	0	(2)	0
Asset Acquisition and Replacement Reserve	0	0	0	0	0	100,000	0	100,000
Sports Complex Building, Plant & Equipment Upgrade and Renewal Reserve	0	0	0	0	0	50,374	0	50,374
	4,840,738	422,081	(4,095,000)	1,167,819	4,840,739	207,347	(50,392)	4,997,694

SHIRE OF KOJONUP
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RATES & SUNDRY RECEIVABLES

Rates:

	1-Jul-24	Levy for 2024/25	Collectable	Received	Outstanding
Property Rates	\$ 217,867	\$ 5,150,080	\$ 5,367,947	\$ (4,828,747)	\$ 539,201
Rubbish Charges	\$ 44,034	\$ 285,310	\$ 329,344	\$ (276,514)	\$ 52,830
Emergency Services Levy	\$ 21,371	\$ 8,992	\$ 30,363	\$ -	\$ 30,363
Instalment fee & Interest	\$ -	\$ 17,715	\$ 17,715	\$ (17,715)	\$ -
Penalty & ESL Interest	\$ 110,922	\$ 34,337	\$ 145,259	\$ (17,560)	\$ 127,699
Excess Rates	\$ (65,020)	\$ -	\$ (65,020)	\$ 8,776	\$ (56,244)
Sub- Total	\$ 329,173	\$ 5,496,434	\$ 5,825,607	\$ (5,131,759)	\$ 693,848
					13%
OTHER ITEMS					
Pensioner Rebates to claim	\$ 79,317	\$ -	\$ 79,317	\$ 11,175	\$ 90,493
Sub-Total	\$ 408,491				\$ 784,341
Pensioner Deferred Rates	\$ 110,473	\$ -	\$ 110,473	\$ -	\$ 110,473
Total Outstanding	\$ 439,647	\$ 5,496,434	\$ 5,936,081	\$ (5,131,759)	\$ 804,322



Sundry Debtors:

	30-Jun-24		28/02/25		Movement This FY
Credit Balance	\$ (6,180)		\$ (22,386)		\$ 16,206
Current	\$ 125,937		\$ 300,531		\$ (174,594)
30 - 60 days	\$ 469,099	65%	\$ 2,631	1%	\$ 466,468
60 - 90 days	\$ 5,339	1%	\$ 990	0%	\$ 4,349
Greater than 90 days	\$ 126,515	18%	\$ 227,480	45%	\$ (100,965)
	\$ 720,710		\$ 509,247		

SHIRE OF KOJONUP
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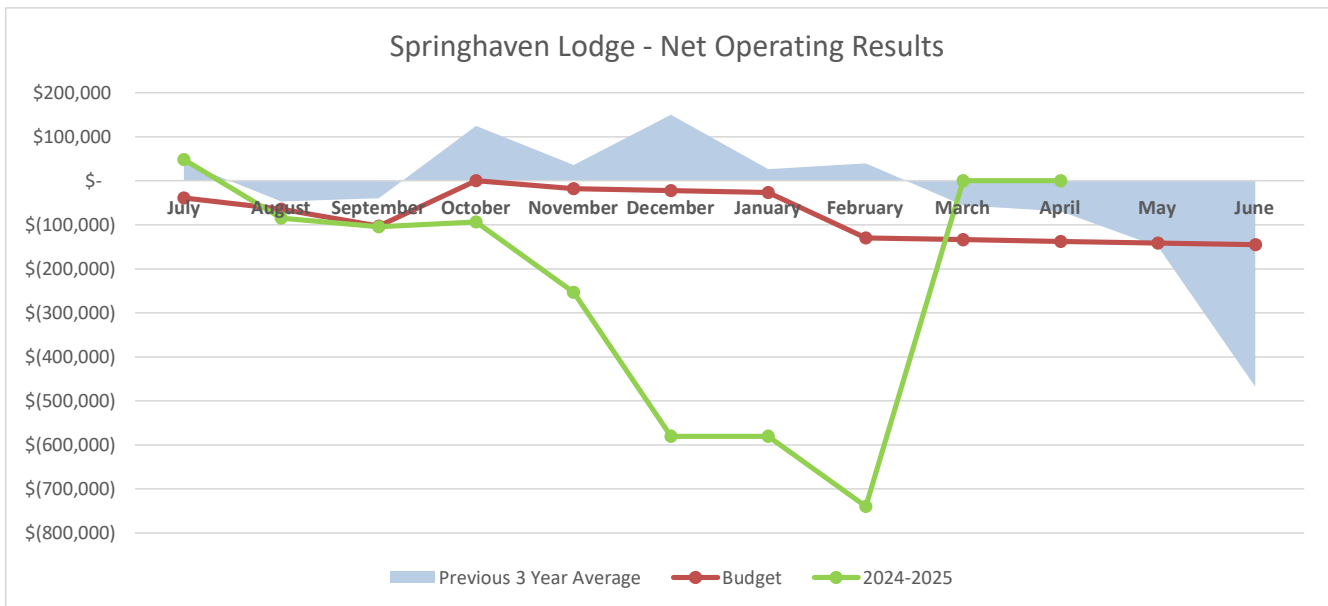
LOAN REPAYMENTS	Loan Number	2024-25 Actual	2024-25 New	2024-25 New	2024-25 Actual	2024-25 Actual	2024-25 Budget	2024-25 Budget	2024-25 Budget	2024-25 Budget	2024-25 Budget
		Principal 1 July 2024	New Loans	Principal Repayments	Interest Repayments	Principal Outstanding	Principal 1 July 2024	New Loans	Principal Repayments	Interest Repayments	Principal Outstanding
		\$		\$	\$	\$	\$		\$	\$	\$
Law, order, public safety											
Communications Tower	150	383,960	0	(33,179)	(16,980)	350,781	383,960	0	(50,333)	(24,905)	333,627
Health											
Medical Centre Donation	137	106,272	0	(8,851)	(1,800)	97,421	106,272	0	(8,850)	(1,800)	97,422
Housing											
Bagg Street Unit	135	43,687	0	(5,174)	(671)	38,513	43,687	0	(10,428)	(1,262)	33,259
Aged Units - GSHI	139	10,244	0	(10,244)	(90)	(0)	10,244	0	(10,244)	(90)	0
Staff Housing - GSHI	140	736,315	0	(61,323)	(12,474)	674,992	736,315	0	(61,323)	(12,474)	674,992
GROH Housing - GSHI	138	710,496	0	(114,210)	(9,821)	596,286	710,496	0	(114,210)	(9,821)	596,286
Staff Housing - GSHI	144	33,613	0	(10,996)	(578)	22,617	33,613	0	(10,996)	(578)	22,617
GROH Housing - GSHI	145	33,613	0	(10,996)	(578)	22,617	33,613	0	(10,996)	(578)	22,617
Staff Housing Renovations	148	270,403	0	(7,812)	(5,966)	262,591	270,403	0	(15,731)	(11,960)	254,672
Recreation and culture											
Sports Complex	134	180,685	0	(18,465)	(9,131)	162,220	180,685	0	(18,921)	(9,800)	161,764
Sports Complex Wall	136	52,474	0	(5,017)	(522)	47,457	52,474	0	(10,083)	(1,192)	42,391
Netball Courts & Roof	143	1,283,949	0	(55,342)	(36,549)	1,228,607	1,283,949	0	(55,342)	(38,108)	1,228,607
Oval Lighting	142	182,335	0	(12,421)	(1,323)	169,914	182,335	0	(24,931)	(2,915)	157,404
Harrison PI Toilets & Park	146	331,909	0	(17,864)	(6,501)	314,045	331,909	0	(36,078)	(12,652)	295,831
Harrison PI Toilets & Park	149	191,979	0	(16,589)	(8,490)	175,390	191,979	0	(25,166)	(12,453)	166,813
Transport											
Airstrip Lighting	141	116,421	0	(10,311)	(1,721)	106,110	116,421	0	(10,311)	(1,721)	106,110
Economic services											
Land Development	147	320,357	0	(17,242)	(6,275)	303,115	320,357	0	(34,823)	(12,212)	285,534
		4,988,712	0	(416,036)	(119,470)	4,572,676	4,988,712	0	(508,766)	(154,521)	4,479,946

**SHIRE OF KOJONUP
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MAJOR BUSINESS UNITS

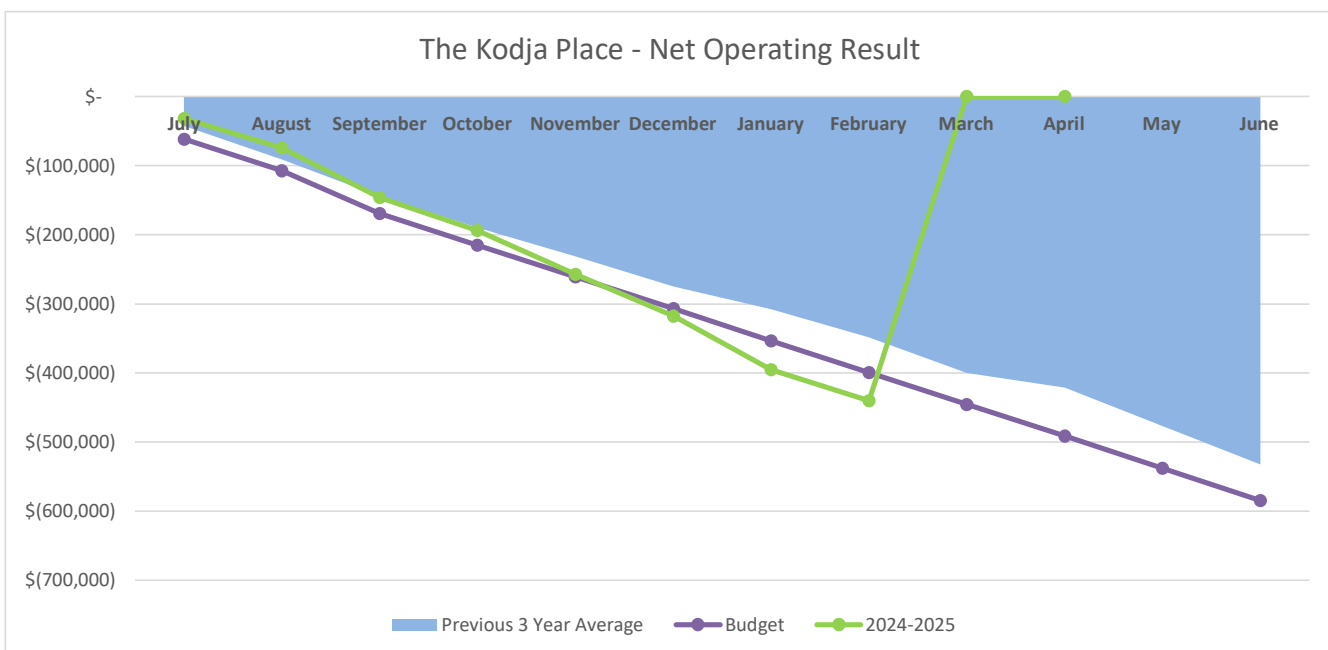
Springhaven Lodge

The Shire of Kojonup owned and operated 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 and reserve accounts (p.16) associated with Springhaven Lodge. The Shire disposed of Springhaven Lodge operations and management in October 2024, whilst retaining ownership of the land and building assets.



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.

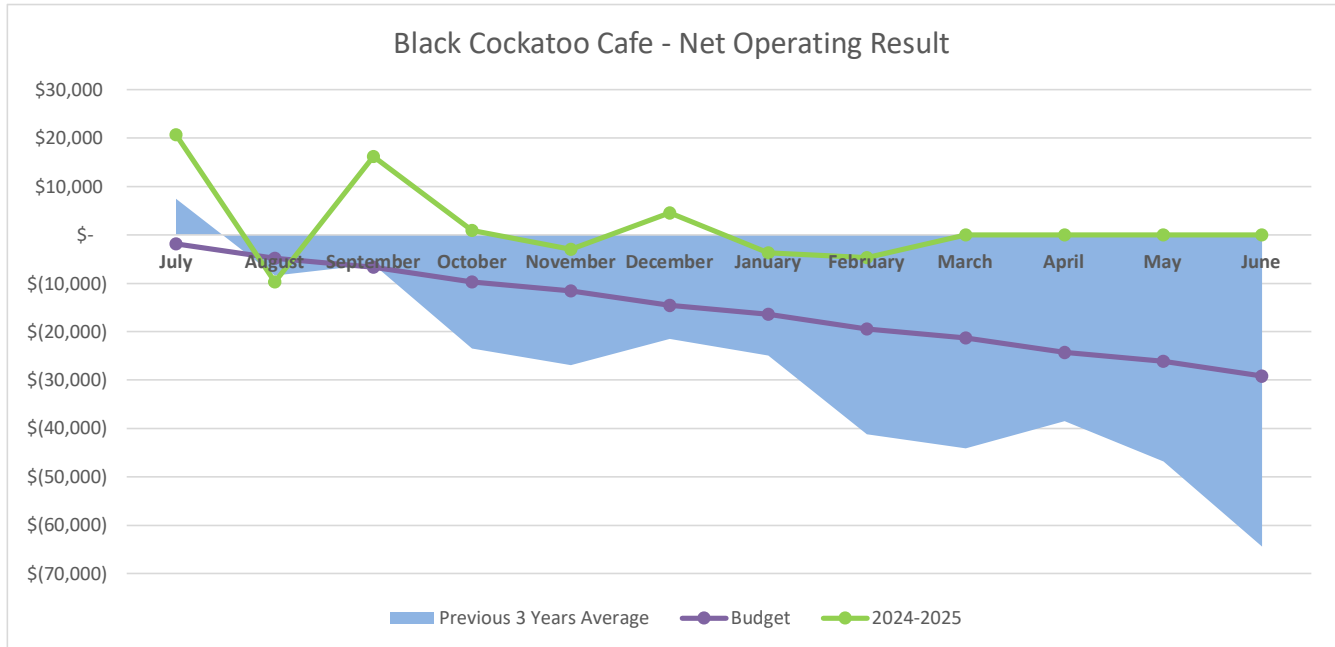


**SHIRE OF KOJONUP
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MAJOR BUSINESS UNITS

Black Cockatoo Café

Effective from 1 July 2023, the Shire assumed ownership and operation of The Black Cockatoo Café, located in The Kodja Place Precinct. The following graph shows the trading results of the café.



SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
Proceeds Sale of Assets								
9608	Proceeds Sale of Assets - Furniture & Equipment	\$0	(\$123,225)	0%	(\$123,225)	\$0	\$0	\$0
9605	Proceeds Sale of Assets - Plant & Equipment	(\$55,000)	(\$126,775)	231%	(\$126,775)	\$0	(\$55,000)	\$0
New	Proceeds Sale of Assets - Land	(\$80,000)	\$0	0%	\$0	\$0	(\$80,000)	\$0
Sub Total - PROCEEDS/REALISATION ON SALE OF ASSET		(\$135,000)	(\$250,000)		(\$250,000)	\$0	(\$135,000)	\$0
Written Down Value								
New	00000 Written Down Value-	\$0	\$0		\$0	\$0	\$0	\$0
Sub Total - WDV ON SALE OF ASSET		\$0	\$0		\$0	\$0	\$0	\$0
Total - GAIN/LOSS ON DISPOSAL OF ASSET		(\$135,000)	(\$250,000)		(\$250,000)	\$0	(\$135,000)	\$0
Sub Total - ABNORMAL ITEMS		\$0	\$0		\$0	\$0	\$0	\$0
Total - OPERATING STATEMENT		(\$135,000)	(\$250,000)		(\$250,000)	\$0	(\$135,000)	\$0

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
GENERAL PURPOSE FUNDING - RATES								
OPERATING EXPENDITURE								
1112	Admin Allocated to Rates (Cash)	\$39,864	\$11,038	18%	\$0	\$11,038	\$0	\$59,798
1122	Admin Allocated to Rates (Non-Cash)	\$3,045	\$939	21%	\$0	\$939	\$0	\$4,568
1132	Rating Salaries	\$26,666	\$0	0%	\$0	\$0	\$0	\$40,000
1162	Superannuation	\$4,000	\$0	0%	\$0	\$0	\$0	\$6,000
1182	Rates Printing/postage	\$3,000	\$178	6%	\$0	\$178	\$0	\$3,000
1192	Valuation Expenses	\$1,034	\$2,985	22%	\$0	\$2,985	\$0	\$13,400
1202	Title Searches	\$500	\$0	0%	\$0	\$0	\$0	\$500
1222	Insurance - Emp Costs (Rates)	\$1,615	\$2,053	127%	\$0	\$2,053	\$0	\$1,615
1262	Legal Costs Incurred - Rates	\$1,400	\$0	0%	\$0	\$0	\$0	\$2,000
Sub Total - GENERAL RATES OP/EXP		\$81,123	\$17,193		\$0	\$17,193	\$0	\$130,881
OPERATING INCOME								
1003	General Rates Levied	(\$5,147,439)	(\$5,145,093)	100%	(\$5,145,093)	\$0	(\$5,147,439)	\$0
1023	Interim Rates	(\$300)	\$0	0%	\$0	\$0	(\$300)	\$0
1053	Back Rates	(\$100)	(\$4,987)	4987%	(\$4,987)	\$0	(\$100)	\$0
1013	Ex-Gratia Rates	(\$2,219)	(\$2,442)	110%	(\$2,442)	\$0	(\$2,219)	\$0
1043	Non Payment Penalty Interest	(\$18,900)	(\$34,337)	114%	(\$34,337)	\$0	(\$30,000)	\$0
1073	Instalment Administration Charge	(\$4,000)	(\$4,401)	110%	(\$4,401)	\$0	(\$4,000)	\$0
1063	Instalment Interest Charge	(\$12,000)	(\$13,314)	111%	(\$13,314)	\$0	(\$12,000)	\$0
1273	ESL Levy Admin Fee	(\$4,000)	(\$4,000)	100%	(\$4,000)	\$0	(\$4,000)	\$0
1092	Rates Written Off/Refunded	\$95	\$1,071	1071%	\$1,071	\$0	\$100	\$0
1283	Settlement & Search Charges	(\$2,800)	(\$4,355)	109%	(\$4,355)	\$0	(\$4,000)	\$0
1263	Legal Expenses - Recovered	(\$1,400)	\$0	0%	\$0	\$0	(\$2,000)	\$0
Sub Total - GENERAL RATES OP/INC		(\$5,193,063)	(\$5,211,857)		(\$5,211,857)	\$0	(\$5,205,958)	\$0
Total - GENERAL RATES		(\$5,111,940)	(\$5,194,664)		(\$5,211,857)	\$17,193	(\$5,205,958)	\$130,881

Details By function Under The Following Programme Titles And Type Of Activities Within The Programme		YEAR TO DATE 28 FEBRUARY 2025		% of Annual	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
	OTHER GENERAL PURPOSE FUNDING							
	OPERATING EXPENDITURE							
	Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP				\$0	\$0	\$0	\$0
	OPERATING INCOME							
1333	Financial Assistance Grant	(\$99,157)	(\$7,122)	5%	(\$7,122)	\$0	(\$132,209)	\$0
1343	Grants Commission Local Roads Grant	(\$34,661)	(\$60,509)	131%	(\$60,509)	\$0	(\$46,215)	\$0
1373	Interest Received - Municipal	(\$333)	\$0	0%	\$0	\$0	(\$500)	\$0
1393	Interest Received - Reserves	(\$21,350)	(\$22,081)	63%	(\$22,081)	\$0	(\$35,000)	\$0
	Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC	(\$155,501)	(\$89,712)		(\$89,712)	\$0	(\$213,924)	\$0
	Total - OTHER GENERAL PURPOSE FUNDING	(\$155,501)	(\$89,712)		(\$89,712)	\$0	(\$213,924)	\$0
	Total - GENERAL PURPOSE FUNDING	(\$5,267,441)	(\$5,284,376)		(\$5,301,569)	\$17,193	(\$5,419,882)	\$130,881

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
GOVERNANCE - MEMBERS OF COUNCIL								
OPERATING EXPENDITURE								
002D	Depreciation	\$6,781	\$1,082	11%	\$0	\$1,082	\$0	\$10,172
1502	Meeting Attendance Fees	\$50,076	\$43,096	43%	\$0	\$43,096	\$0	\$100,152
1508	Members Travelling	\$469	\$2,520	360%	\$0	\$2,520	\$0	\$700
1512	Conferences & Training Expenses	\$15,500	\$8,305	54%	\$0	\$8,305	\$0	\$15,500
1522	Members Communications Allowance	\$10,500	\$9,000	43%	\$0	\$9,000	\$0	\$21,000
1532	Election Expenses	\$0	\$0	0%	\$0	\$0	\$0	\$0
1542	Presidents/Dep Allowances	\$19,000	\$11,400	30%	\$0	\$11,400	\$0	\$38,000
1562	Refreshments & Functions (Councillors)	\$7,326	\$6,684	60%	\$0	\$6,684	\$0	\$11,100
1572	Refreshments & Functions Staff)	\$5,040	\$5,031	84%	\$0	\$5,031	\$0	\$6,000
1592	Members Insurance	\$11,100	\$10,703	96%	\$0	\$10,703	\$0	\$11,100
1602	Subscriptions	\$26,114	\$38,522	148%	\$0	\$38,522	\$0	\$26,114
1612	Misc Expenses - Members	\$990	\$64	4%	\$0	\$64	\$0	\$1,500
1624	Integrated Planning Expenses	\$13,333	\$0	0%	\$0	\$0	\$0	\$20,000
1632	Vehicle Operating Expenses	\$0	\$381	0%	\$0	\$381	\$0	\$0
1662	Audit Fees	\$3,880	\$47,062	97%	\$0	\$47,062	\$0	\$48,500
1702	Administration Allocation (Cash)	\$332,195	\$220,758	44%	\$0	\$220,758	\$0	\$498,312
1712	Administration Allocation (Non-Cash)	\$15,225	\$6,258	27%	\$0	\$6,258	\$0	\$22,838
1772	Doubtful Debt Expenses	\$0	\$0	0%	\$0	\$0	\$0	\$2,000
1792	Legal Costs	\$2,700	\$0	0%	\$0	\$0	\$0	\$3,000
2075	VROC - Shared Services	\$2,000	\$0	0%	\$0	\$0	\$0	\$2,000
2078	VROC - Projects	\$2,000	\$0	0%	\$0	\$0	\$0	\$2,000
Sub Total - MEMBERS OF COUNCIL OP/EXP		\$524,228	\$410,866		\$0	\$410,866	\$0	\$839,988
OPERATING INCOME								
1725	Donations/Contributions		\$0	0%	\$0	\$0	\$0	\$0
002P	Profit on Sale of Asset (Gov)	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - MEMBERS OF COUNCIL OP/INC		\$0	\$0		\$0	\$0	\$0	\$0
Total - MEMBERS OF COUNCIL		\$524,228	\$410,866		\$0	\$410,866	\$0	\$839,988

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
GOVERNANCE - GENERAL								
OPERATING EXPENDITURE								
003D	Depreciation (Sch 4)	\$76,124	\$70,731	62%	\$0	\$70,731	\$0	\$114,190
1852	Salaries - Admin	\$741,788	\$640,721	58%	\$0	\$640,721	\$0	\$1,112,727
1882	Admin Superannuation	\$81,660	\$80,986	66%	\$0	\$80,986	\$0	\$122,495
1892	Staff Insurances	\$37,235	\$43,107	116%	\$0	\$43,107	\$0	\$37,235
1902	FBT Admin Staff	\$13,090	\$0	0%	\$0	\$0	\$0	\$17,000
1912	Conference & Training	\$17,105	\$11,193	36%	\$0	\$11,193	\$0	\$31,100
1921	Staff Housing Subsidy	\$0	\$0	0%	\$0	\$0	\$0	\$0
1922	Advertising	\$6,000	\$2,491	25%	\$0	\$2,491	\$0	\$10,000
1931	Occupational Risk Co-Ordinator Costs	\$6,000	\$0	0%	\$0	\$0	\$0	\$9,000
1932	Occ Health & Safety	\$3,482	\$3,232	48%	\$0	\$3,232	\$0	\$6,780
1942	Staff Uniforms	\$1,700	\$4,067	203%	\$0	\$4,067	\$0	\$2,000
1952	Admin Staff Costs	\$9,293	\$11,927	82%	\$0	\$11,927	\$0	\$14,600
1957	Office Building Maintenance	\$5,769	\$9,417	103%	\$0	\$9,417	\$0	\$9,138
1958	Office - Cleaning & Assoc	\$29,066	\$27,629	64%	\$0	\$27,629	\$0	\$43,375
1959	Office - Utility Charges	\$9,669	\$6,284	43%	\$0	\$6,284	\$0	\$14,500
1962	Office Gardens & Surrounds-Mtce	\$5,013	\$2,079	20%	\$0	\$2,079	\$0	\$10,520
1972	Admin Printing & Stationery	\$19,741	\$14,148	49%	\$0	\$14,148	\$0	\$28,900
1982	Telephone & Internet	\$17,460	\$15,694	57%	\$0	\$15,694	\$0	\$27,715
2002	Office Equip Maint	\$667	\$0	0%	\$0	\$0	\$0	\$1,000
2004	Office - Insurance.	\$40,699	\$38,296	94%	\$0	\$38,296	\$0	\$40,699
2006	Donations CEO discretion	\$1,000	\$500	50%	\$0	\$500	\$0	\$1,000
2008	Donations - Council	\$1,000	\$95	10%	\$0	\$95	\$0	\$1,000
2012	Non Capital Purchases	\$708	\$2,422	97%	\$0	\$2,422	\$0	\$2,500
2022	Bank Charges	\$13,884	\$24,334	137%	\$0	\$24,334	\$0	\$17,800
2032	Postage & Freight	\$4,440	\$4,370	73%	\$0	\$4,370	\$0	\$6,000
2042	ICT Computer Support	\$83,047	\$107,511	86%	\$0	\$107,511	\$0	\$124,550
1992	ICT Software Licensing Fees	\$81,989	\$25,246	18%	\$0	\$25,246	\$0	\$136,735
2043	ICT Website Subscription & Upgrade	\$16,140	\$0	0%	\$0	\$0	\$0	\$16,140
2044	ICT Hardware Purchases (<\$5,000)	\$2,000	\$764	25%	\$0	\$764	\$0	\$3,000
2052	Admin Vehicle Expenses	\$22,999	\$9,325	27%	\$0	\$9,325	\$0	\$34,500
2062	Admin Legal Expenses	\$13,333	\$33,501	168%	\$0	\$33,501	\$0	\$20,000
2274	HR/IR Consultants	\$3,333	\$0	0%	\$0	\$0	\$0	\$5,000
2277	Finance Consultants	\$48,500	\$69,437	93%	\$0	\$69,437	\$0	\$74,400
2275	Records Management	\$3,920	\$54	1%	\$0	\$54	\$0	\$5,880
2278	Security Monitoring	\$1,210	\$1,265	88%	\$0	\$1,265	\$0	\$1,430

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
2092	Mis Expense - Admin	\$3,027	\$798	18%	\$0	\$798	\$0	\$4,540
2102	Admin - Novated Lease Expenses	\$13,069	\$13,570	69%	\$0	\$13,570	\$0	\$19,605
2172	Less Admin Non Cash Realloc	(\$76,124)	(\$62,581)	55%	\$0	(\$62,581)	\$0	(\$114,190)
2182	Less Admin Cash Exp Realloc	(\$1,328,786)	(\$1,103,792)	55%	\$0	(\$1,103,792)	\$0	(\$1,993,259)
Sub Total - GOVERNANCE - GENERAL OP/EXP		\$30,250	\$108,822		\$0	\$108,822	\$0	\$19,605
OPERATING INCOME								
2053	Sundry Misc Income - Admin	(\$200)	(\$2,328)	776%	(\$2,328)	\$0	(\$300)	\$0
2083	Police Licensing Commissions	(\$29,200)	(\$12,678)	32%	(\$12,678)	\$0	(\$40,000)	\$0
2113	Admin - Novated Lease Contributions	(\$13,069)	(\$13,570)		(\$13,570)	\$0	(\$19,605)	\$0
2143	Photocopying Fees	(\$13)	(\$35)	175%	(\$35)	\$0	(\$20)	\$0
Sub Total - GOVERNANCE - GENERAL OP/INC		(\$42,483)	(\$28,611)		(\$28,611)	\$0	(\$59,925)	\$0
Total - GOVERNANCE - GENERAL		(\$12,233)	\$80,211		(\$28,611)	\$108,822	(\$59,925)	\$19,605
Total - GOVERNANCE		\$511,995	\$491,077		(\$28,611)	\$519,688	(\$59,925)	\$859,593

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual		Income	Expense	Income	Expense
LAW ORDER & PUBLIC SAFETY								
FIRE PREVENTION								
OPERATING EXPENDITURE								
2272	Emergency Operating Expenses	\$5,000	\$11,456	153%	\$0	\$11,456	\$0	\$7,500
2271	Emergency Operations Room - Storage	\$0	\$0	0%	\$0	\$0	\$0	\$0
2281	Community Emergency Services Manager	\$10,000	\$13,307	67%	\$0	\$13,307	\$0	\$20,000
2292	Fire Hazard Reduction	\$10,508	\$25,573	162%	\$0	\$25,573	\$0	\$15,763
2302	Ground & Aerial Inspections	\$4,600	\$0	0%	\$0	\$0	\$0	\$4,600
2322	Administration Costs	\$4,417	\$384	7%	\$0	\$384	\$0	\$5,400
2342	Fire Fighting - Shire Resources	\$3,149	\$1,878	42%	\$0	\$1,878	\$0	\$4,424
2362	Bushfire Mitigation Expenses	\$0	\$0	0%	\$0	\$0	\$0	\$0
2372	Brigade Expenses	\$79,294	\$79,459	89%	\$0	\$79,459	\$0	\$89,570
2294	BRPC - Superannuation	\$0	\$0	0%	\$0	\$0	\$0	\$0
2382	Administration Allocated - Cash	\$39,864	\$33,114	55%	\$0	\$33,114	\$0	\$59,798
2442	Administration Allocated - Non-Cash	\$761	\$626	55%	\$0	\$626	\$0	\$1,142
2443	Interest on Loan - Bushfire	\$16,980	\$18,320	74%	\$0	\$18,320	\$0	\$24,905
2444	Govt Guarantee Fee - Loan 150 Expense	\$1,680	\$0		\$0	\$0	\$0	\$1,680
004D	Buildings Depreciation	\$27,499	\$23,818	58%	\$0	\$23,818	\$0	\$41,250
Sub Total - FIRE PREVENTION OP/EXP		\$203,751	\$207,933		\$0	\$207,933	\$0	\$276,032
OPERATING INCOME								
2363	Fines & Penalties	(\$1,333)	(\$500)	25%	(\$500)	\$0	(\$2,000)	\$0
2383	Sale of Fire Maps	(\$33)	(\$127)	255%	(\$127)	\$0	(\$50)	\$0
2393	Sundry Misc income - Fire	(\$2,133)	(\$29,878)	934%	(\$29,878)	\$0	(\$3,200)	\$0
2373	ESL Levy Funding	(\$56,250)	(\$47,701)	64%	(\$47,701)	\$0	(\$75,000)	\$0
2343	Operating Grant Income	\$0	\$0	0%	\$0	\$0	\$0	\$0
2463	BRMC - Grant Income	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - FIRE PREVENTION OP/INC		(\$59,750)	(\$78,206)		(\$78,206)	\$0	(\$80,250)	\$0
Total - FIRE PREVENTION		\$144,001	\$129,726		(\$78,206)	\$207,933	(\$80,250)	\$276,032

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
ANIMAL CONTROL								
OPERATING EXPENDITURE								
2492	Salaries	\$0	\$23,893	0%	\$0	\$23,893	\$0	\$0
2522	Superannuation	\$0	\$0	0%	\$0	\$0	\$0	\$0
2532	Other Employment Costs	\$3,633	\$4,105	102%	\$0	\$4,105	\$0	\$4,031
2542	Conference & Training	\$1,000	\$0	0%	\$0	\$0	\$0	\$1,500
2552	Ranger Vehicle	\$0	\$1,726	0%	\$0	\$1,726	\$0	\$0
2562	Dog Control Expenses	\$2,130	\$602	19%	\$0	\$602	\$0	\$3,195
2572	Dog Pound Expenses	\$1,733	\$99	4%	\$0	\$99	\$0	\$2,600
2573	Contract Ranger Expenses	\$15,999	\$1,900	8%	\$0	\$1,900	\$0	\$24,000
2582	Other Animal Control	\$333	\$0	0%	\$0	\$0	\$0	\$500
2583	Cat Control Expenses	\$440	\$5	1%	\$0	\$5	\$0	\$660
2584	Cat Pound Expenses	\$400	\$13	2%	\$0	\$13	\$0	\$600
2602	Administration Allocated - Cash	\$39,864	\$11,038	18%	\$0	\$11,038	\$0	\$59,798
2612	Administration Allocated - Non-Cash	\$761	\$626	55%	\$0	\$626	\$0	\$1,142
005D	Depreciation Buildings - Animal Control	\$300	\$1,293	287%	\$0	\$1,293	\$0	\$450
Sub Total - ANIMAL CONTROL OP/EXP		\$66,593	\$45,300		\$0	\$45,300	\$0	\$98,476
OPERATING INCOME								
2633	Ranger Income	(\$13,333)	\$0	0%	\$0	\$0	(\$20,000)	\$0
2653	Fines & Penalties - Dog Act	(\$153)	(\$617)	268%	(\$617)	\$0	(\$230)	\$0
2654	Fines & Penalties - Cat Act	(\$167)	\$0	0%	\$0	\$0	(\$250)	\$0
2663	Impounding Fees - Dogs	(\$233)	(\$1,000)	286%	(\$1,000)	\$0	(\$350)	\$0
2664	Impounding Fees - Cats	\$0	\$0	0%	\$0	\$0	\$0	\$0
2673	Dog Registrations	(\$2,333)	(\$1,908)	55%	(\$1,908)	\$0	(\$3,500)	\$0
2674	Cat Registrations	(\$333)	(\$475)	95%	(\$475)	\$0	(\$500)	\$0
Sub Total - ANIMAL CONTROL OP/INC		(\$16,553)	(\$4,000)		(\$4,000)	\$0	(\$24,830)	\$0
Total - ANIMAL CONTROL		\$50,041	\$41,300		(\$4,000)	\$45,300	(\$24,830)	\$98,476

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
	OTHER LAW ORDER & PUBLIC SAFETY							
	OPERATING EXPENDITURE							
2832	Vehicle Impounding	\$1,000	\$40	3%	\$0	\$40	\$0	\$1,500
2862	Local Law review	\$4,000	\$0	0%	\$0	\$0	\$0	\$6,000
	Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP	\$5,000	\$40		\$0	\$40	\$0	\$7,500
	OPERATING INCOME							
2863	Income - Misc Other Law & Order	\$0	\$0	0%	\$0	\$0	\$0	\$0
2823	Non-Operating Grant income	\$0	\$0	0%	\$0	\$0	(\$135,335)	\$0
	Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC	\$0	\$0		\$0	\$0	(\$135,335)	\$0
	Total - OTHER LAW ORDER PUBLIC SAFETY	\$5,000	\$40		\$0	\$40	(\$135,335)	\$7,500
	Total - LAW ORDER & PUBLIC SAFETY	\$199,042	\$171,066		(\$82,206)	\$253,272	(\$240,415)	\$382,008

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
	HEALTH							
	HEALTH ADMINISTRATION & INSPECTION							
	OPERATING EXPENDITURE							
3102	Health Salaries	\$0	\$10,850	0%	\$0	\$10,850	\$0	\$0
3132	Superannuation	\$0	\$11,867	0%	\$0	\$11,867	\$0	\$0
3142	Fringe Benefits Tax	\$8,000	\$0	0%	\$0	\$0	\$0	\$12,000
3152	Conferences & Training	\$0	\$0	0%	\$0	\$0	\$0	\$0
3162	Health - Other Employment Costs	\$18,724	\$4,255	16%	\$0	\$4,255	\$0	\$27,281
3164	Health - Contractors	\$29,999	\$10,070	22%	\$0	\$10,070	\$0	\$45,000
3212	Admin Allocation to HIA - Cash	\$39,864	\$11,038	18%	\$0	\$11,038	\$0	\$59,798
3242	Analytical Expenses	\$1,333	\$544	27%	\$0	\$544	\$0	\$2,000
3252	Administration Allocated - Non-cash	\$1,142	\$939	55%	\$0	\$939	\$0	\$1,713
	Sub Total - HEALTH ADMIN & INSPECTION OP/EXP	\$99,061	\$49,564		\$0	\$49,564	\$0	\$147,792
	OPERATING INCOME							
3223	Health Act fees, Licences	(\$800)	(\$2,118)	177%	(\$2,118)	\$0	(\$1,200)	\$0
3233	Septic Tank Inspection Fees	(\$133)	\$0	0%	\$0	\$0	(\$200)	\$0
3253	Health Other income	\$0	\$0	0%	\$0	\$0	\$0	\$0
3283	Health Consultancy Income - Resource Sharing	\$0	\$0	0%	\$0	\$0	\$0	\$0
	Sub Total - HEALTH ADMIN & INSPECTION OP/INC	(\$933)	(\$2,118)		(\$2,118)	\$0	(\$1,400)	\$0
	Total - HEALTH ADMIN & INSPECTION	\$98,128	\$47,446		(\$2,118)	\$49,564	(\$1,400)	\$147,792

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	OTHER HEALTH							
	OPERATING EXPENDITURE							
3362	Doctor's Surgery Maint	\$0	\$536	0%	\$0	\$536	\$0	\$0
3360	Doctor Services Expenses	\$166,645	\$125,000	50%	\$0	\$125,000	\$0	\$250,000
3361	Interest Paid on Loans	\$1,800	\$1,800	100%	\$0	\$1,800	\$0	\$1,800
3368	Loan Guarantee Fee	\$312	\$740	142%	\$0	\$740	\$0	\$520
009D	Depreciation Buildings	\$11,916	\$14,846	83%	\$0	\$14,846	\$0	\$17,875
	Sub Total - OTHER HEALTH OP/EXP	\$180,673	\$142,922		\$0	\$142,922	\$0	\$270,195
	OPERATING INCOME							
	Sub Total - OTHER HEALTH OP/INC	\$0	\$0		\$0	\$0	\$0	\$0
	Total - OTHER HEALTH	\$180,673	\$142,922		\$0	\$142,922	\$0	\$270,195
	Total - HEALTH	\$278,801	\$190,368		(\$2,118)	\$192,486	(\$1,400)	\$417,987

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
	EDUCATION & WELFARE							
	EDUCATION							
	OPERATING EXPENDITURE							
3455	Play in the Park	\$1,667	\$0	0%	\$0	\$0	\$0	\$2,500
3452	Smart Start Expenses	\$1,907	\$2,860	100%	\$0	\$2,860	\$0	\$2,860
	Sub Total - EDUCATION OP/EXP	\$3,573	\$2,860		\$0	\$2,860	\$0	\$5,360
	OPERATING INCOME							
	Sub Total-EDUCATION OP/INC	\$0	\$0		\$0	\$0	\$0	\$0
	Total - EDUCATION	\$3,573	\$2,860		\$0	\$2,860	\$0	\$5,360
	PRE-SCHOOL/OTHER EDUCATION							
	OPERATING EXPENDITURE							
3462	Child Care Centre - Building Maint	\$3,968	\$1,877	43%	\$0	\$1,877	\$0	\$4,369
3464	Child Care Centre - Grounds Maint	\$667	\$0	0%	\$0	\$0	\$0	\$1,000
3477	Kindy Café	\$10,133	\$8,214	54%	\$0	\$8,214	\$0	\$15,200
3472	Playgroup/Toy Library - Building Maint	\$4,229	\$3,373	61%	\$0	\$3,373	\$0	\$5,536
3474	Playgroup/Toy Library - Grounds Maint	\$3,477	\$508	10%	\$0	\$508	\$0	\$5,215
3478	SPARK - Expenditure	\$2,000	\$258	9%	\$0	\$258	\$0	\$3,000
006D	DEPRECIATION (SCH 8)	\$14,126	\$12,809	60%	\$0	\$12,809	\$0	\$21,190
	Sub Total - OTHER EDUCATION OP/EXP	\$38,599	\$27,039		\$0	\$27,039	\$0	\$55,510
	OPERATING INCOME							
3463	Occasional Care Rent	(\$1,664)	(\$1,668)	67%	(\$1,668)	\$0	(\$2,496)	\$0
3465	Grant - Kindy Café	(\$20,000)	(\$7,820)	39%	(\$7,820)	\$0	(\$20,000)	\$0
3473	Playgroup/Toy Library Fees	\$0	(\$182)	0%	(\$182)	\$0	\$0	\$0
3475	SPARK - Income	(\$2,250)	(\$2,340)	78%	(\$2,340)	\$0	(\$3,000)	\$0
3483	LR&CIP Grant - Old School Roof	\$0	\$0	0%	\$0	\$0	(\$50,000)	\$0
	Sub Total - OTHER EDUCATION OP/INC	(\$23,914)	(\$12,010)		(\$12,010)	\$0	(\$75,496)	\$0
	Total - OTHER EDUCATION	\$14,685	\$15,029		(\$12,010)	\$27,039	(\$75,496)	\$55,510
	Total - EDUCATION & WELFARE	\$18,258	\$17,889		(\$12,010)	\$29,899	(\$75,496)	\$60,870

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
HOUSING								
SPRING HAVEN HOUSING								
3752	Spring Haven Salaries	\$446,760	\$777,841	174%	\$0	\$777,841	\$0	\$446,760
3742	Spring Haven - FBT Expenses	\$5,071	\$0	0%	\$0	\$0	\$0	\$5,071
3772	Spring Haven Superannuation	\$143,775	\$68,279	47%	\$0	\$68,279	\$0	\$143,775
3782	Conferences & Training	\$3,500	\$1,685	48%	\$0	\$1,685	\$0	\$3,500
3792	Uniforms & Protective Clothing	\$1,250	\$441	35%	\$0	\$441	\$0	\$1,250
3802	Recruitment Expenses	\$350	\$3,204	915%	\$0	\$3,204	\$0	\$350
3821	Spring H - Staff Housing Subsidy	\$0	\$0	0%	\$0	\$0	\$0	\$0
3822	Vehicle Expenses	\$1,750	\$1,134	65%	\$0	\$1,134	\$0	\$1,750
3842	Spring Haven Telephone	\$3,000	\$4,465	149%	\$0	\$4,465	\$0	\$3,000
3862	Subscriptions	\$5,945	\$4,220	71%	\$0	\$4,220	\$0	\$5,945
3872	Postage & Freight	\$355	\$713	201%	\$0	\$713	\$0	\$355
3882	Minor Office Expenses/Stationery	\$350	\$72	21%	\$0	\$72	\$0	\$350
3892	Office Equipment Maintenance	\$500	\$0	0%	\$0	\$0	\$0	\$500
3893	Software Operating	\$3,315	\$1,908	58%	\$0	\$1,908	\$0	\$3,315
3902	Spring Haven Building Operating Expenses	\$27,702	\$33,907	122%	\$0	\$33,907	\$0	\$27,702
3903	Spring Haven Building Maint (Unforseen)	\$3,400	\$17,891	526%	\$0	\$17,891	\$0	\$3,400
3904	Spring Haven Grounds Maint	\$22,775	\$2,381	10%	\$0	\$2,381	\$0	\$22,775
3906	Springhaven Building Non Cap	\$0	\$0	0%	\$0	\$0	\$0	\$0
3908	Spring H - Security	\$3,500	\$0	0%	\$0	\$0	\$0	\$3,500
3912	Medical/Pharmaceutical Services	\$16,500	\$19,493	118%	\$0	\$19,493	\$0	\$16,500
3913	Allied Health	\$12,725	\$14,000	110%	\$0	\$14,000	\$0	\$12,725
3914	Utilities	\$12,873	\$20,650	160%	\$0	\$20,650	\$0	\$12,873
3915	Refund of Interest on Depost Principal	\$0	\$14,110	0%	\$0	\$14,110	\$0	\$0
3812	Spring H - Workers Comp/Journey Ins	\$11,285	\$57,477	509%	\$0	\$57,477	\$0	\$11,285
3916	Insurance	\$6,595	\$21,584	327%	\$0	\$21,584	\$0	\$6,595
3922	Cleaning & Laundry	\$10,300	\$3,070	30%	\$0	\$3,070	\$0	\$10,300
3924	SPRING H - CLEANING & LAUNDRY	\$0	\$64	0%	\$0	\$64	\$0	\$0
3932	Non-Capital Equiment Expenses	\$2,375	\$2,419	102%	\$0	\$2,419	\$0	\$2,375
3942	Meals & Refreshments	\$30,230	\$36,159	120%	\$0	\$36,159	\$0	\$30,230
3952	Residents Activities	\$750	\$2,020	269%	\$0	\$2,020	\$0	\$750
3962	Public Liability Insurance	\$8,840	\$8,839	100%	\$0	\$8,839	\$0	\$8,840
3974	Spring Haven Aged Care Consultants	\$1,500	\$0	0%	\$0	\$0	\$0	\$1,500
3918	Spring H - Consultants	\$0	\$0	0%	\$0	\$0	\$0	\$0

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
3928	Spring H - COVID-19 Additional Costs	\$1,250	\$0	0%	\$0	\$0	\$0	\$1,250
3982	Administration Allocated Non-Cash	\$5,710	\$12,516	219%	\$0	\$12,516	\$0	\$5,710
3992	Administration Allocated - Cash	\$99,663	\$165,569	166%	\$0	\$165,569	\$0	\$99,663
010A	A/L ACCRUAL Spring. (SCH 9)	\$0	\$64,438	0%	\$0	\$64,438	\$0	\$0
010L	LSL ACCRUAL Spring (SCH 9)	\$0	\$53,481	0%	\$0	\$53,481	\$0	\$0
012D	Spring Haven Depreciation	\$28,205	\$103,860	245%	\$0	\$103,860	\$0	\$42,309
013D	Spring Haven Depreciation	\$2,222	\$8,862	266%	\$0	\$8,862	\$0	\$3,333
Sub Total - SPRING HAVEN HOUSING OP/EXP		\$924,320	\$1,526,752		\$0	\$1,526,752	\$0	\$939,535
OPERATING INCOME								
4003	Spring Haven Resident Rent	(\$150,000)	(\$183,769)	123%	(\$183,769)	\$0	(\$150,000)	\$0
4013	Spring Haven - Personal Care Grant Subsidy	(\$500,000)	(\$598,318)	120%	(\$598,318)	\$0	(\$500,000)	\$0
1395	INTEREST ON UNPAID BONDS	(\$12,540)	(\$4,841)	39%	(\$4,841)	\$0	(\$12,540)	\$0
4043	Spring H - Grant - COVID-19 Payment	\$0	\$0	0%	\$0	\$0	\$0	\$0
4143	Miscellaneous Income	(\$129,000)	\$0	0%	\$0	\$0	(\$129,000)	\$0
4023	Spring Haven Donations	(\$3,000)	\$0	0%	\$0	\$0	(\$3,000)	\$0
3993	Spring H - Grant - ACAR	\$0	\$0	0%	\$0	\$0	\$0	\$0
4303	Spring H - Grant - Security	\$0	\$0	0%	\$0	\$0	\$0	\$0
022P	Spring H - Profit on Sale of Assets	\$0	(\$71,000)		(\$71,000)	\$0	\$0	\$0
Sub Total - SPRING HAVEN HOUSING OP/INC		(\$794,540)	(\$857,927)		(\$857,927)	\$0	(\$794,540)	\$0
Total - SPRING HAVEN HOUSING		\$129,780	\$668,825		(\$857,927)	\$1,526,752	(\$794,540)	\$939,535

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	STAFF HOUSING							
	OPERATING EXPENDITURE							
3768	Staff Housing Building Maintenance	\$10,633	\$14,706	92%	\$0	\$14,706	\$0	\$15,950
3769	Staff Housing - Operating Expenses	\$28,006	\$25,206	60%	\$0	\$25,206	\$0	\$41,686
3764	Staff Housing - Ground Maint. Various	\$8,466	\$9,210	73%	\$0	\$9,210	\$0	\$12,700
3770	Loan Guarantee Fee L135 & L140	\$7,620	\$9,844	129%	\$0	\$9,844	\$0	\$7,620
3771	Staff Housing Loan Interest	\$19,110	\$16,181	63%	\$0	\$16,181	\$0	\$25,696
011D	Housing Depreciation	\$63,677	\$63,514	66%	\$0	\$63,514	\$0	\$95,520
	Sub Total - STAFF HOUSING OP/EXP	\$137,513	\$138,662		\$0	\$138,662	\$0	\$199,172
	OPERATING INCOME							
3703	Residential Rent - Staff	(\$31,268)	(\$10,135)	22%	(\$10,135)	\$0	(\$46,904)	\$0
	Sub Total - STAFF HOUSING OP/INC	(\$31,268)	(\$10,135)		(\$10,135)	\$0	(\$46,904)	\$0
	Total - STAFF HOUSING	\$106,245	\$128,527		(\$10,135)	\$138,662	(\$46,904)	\$199,172

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
HOUSING OTHER								
OPERATING EXPENDITURE								
4062	Loton Close ILU's Building Maint	\$9,549	\$7,879	56%	\$0	\$7,879	\$0	\$13,974
4064	Loton Close ILU's Grounds Maint	\$8,253	\$3,556	29%	\$0	\$3,556	\$0	\$12,380
4065	Loton Close ILU's Utilities	\$23,325	\$17,969	51%	\$0	\$17,969	\$0	\$34,980
4066	Loton Close ILU's Insurance	\$9,515	\$7,588	80%	\$0	\$7,588	\$0	\$9,515
4202	J Sullivan Units Building Maintenance	\$9,903	\$12,289	84%	\$0	\$12,289	\$0	\$14,637
4204	J Sullivan Units Grounds Maintenance	\$11,866	\$0	0%	\$0	\$0	\$0	\$17,800
4205	J Sullivan Units Utilities	\$7,165	\$4,883	45%	\$0	\$4,883	\$0	\$10,745
4206	J Sullivan Units Insurance	\$2,205	\$1,869	85%	\$0	\$1,869	\$0	\$2,205
4254	Interest Paid on Loans	\$10,539	\$13,387	121%	\$0	\$13,387	\$0	\$11,067
4255	Loan Guarantee Fee (Housing Other)	\$5,380	\$2,624	49%	\$0	\$2,624	\$0	\$5,380
4232	Bagg Street Units Operating	\$4,486	\$3,560	53%	\$0	\$3,560	\$0	\$6,729
4256	GROH - Building Maintenance	\$7,392	\$9,459	94%	\$0	\$9,459	\$0	\$10,061
Sub Total - HOUSING OTHER OP/EXP		\$109,578	\$85,063		\$0	\$85,063	\$0	\$149,473
OPERATING INCOME								
4083	Loton Close ILU's Rent	(\$111,276)	(\$123,863)	74%	(\$123,863)	\$0	(\$166,920)	\$0
4103	Loton Close ILU's - Power Recoups	(\$10,000)	(\$10,568)	70%	(\$10,568)	\$0	(\$15,000)	\$0
4203	J Sullivan Units - Rent	(\$24,666)	(\$26,280)	71%	(\$26,280)	\$0	(\$37,000)	\$0
4243	GROH - Rent	(\$83,330)	(\$100,118)	80%	(\$100,118)	\$0	(\$125,000)	\$0
Sub Total - HOUSING OTHER OP/INC		(\$229,271)	(\$260,830)		(\$260,830)	\$0	(\$343,920)	\$0
Total - HOUSING OTHER		(\$119,693)	(\$175,767)		(\$260,830)	\$85,063	(\$343,920)	\$149,473
Total - HOUSING		\$116,332	\$621,586		(\$1,128,892)	\$1,750,478	(\$1,185,364)	\$1,288,180

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
COMMUNITY AMENITIES								
SANITATION - HOUSEHOLD REFUSE								
OPERATING EXPENDITURE								
5022	Refuse Collection - Kerbside	\$53,385	\$50,888	64%	\$0	\$50,888	\$0	\$80,080
5012	Refuse Site Maintenance	\$7,700	\$930	8%	\$0	\$930	\$0	\$11,550
5013	Refuse Site Rehabilitation	\$2,345	\$310	9%	\$0	\$310	\$0	\$3,518
5002	Recycling Depot/Transfer Stn - Contract	\$159,699	\$105,931	54%	\$0	\$105,931	\$0	\$195,385
5122	Recycling Collection - Kerbside	\$46,245	\$46,673	67%	\$0	\$46,673	\$0	\$69,370
5142	Recycling Education	\$467	\$0	0%	\$0	\$0	\$0	\$700
5123	Waste Management Planning	\$0	\$0	0%	\$0	\$0	\$0	\$0
014D	Depreciation (Sch 10)	\$2,937	\$2,967	67%	\$0	\$2,967	\$0	\$4,405
Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP		\$272,776	\$207,699		\$0	\$207,699	\$0	\$365,008
OPERATING INCOME								
5023	Collection Charges - Kerbside	(\$284,384)	(\$285,310)	100%	(\$285,310)	\$0	(\$284,384)	\$0
5033	Recycling/Transfer Station Rental	(\$1,533)	\$0	0%	\$0	\$0	(\$2,300)	\$0
5183	Sale of Recyclables	(\$233)	\$0	0%	\$0	\$0	(\$350)	\$0
Sub Total - SANITATION H/HOLD REFUSE OP/INC		(\$286,151)	(\$285,310)		(\$285,310)	\$0	(\$287,034)	\$0
Total - SANITATION HOUSEHOLD REFUSE		(\$13,374)	(\$77,611)		(\$285,310)	\$207,699	(\$287,034)	\$365,008

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
SANITATION OTHER								
OPERATING EXPENDITURE								
5027	Verge Pick Up - Hard Waste	\$19,999	\$0	0%	\$0	\$0	\$0	\$30,000
5251	Street Bins Collection - Contract	\$26,722	\$27,626	69%	\$0	\$27,626	\$0	\$40,085
5252	Street Bins Collection	\$210	\$0	0%	\$0	\$0	\$0	\$315
5262	Repair Street Bins	\$133	\$0	0%	\$0	\$0	\$0	\$200
5263	Drum Muster	\$3,333	\$0	0%	\$0	\$0	\$0	\$5,000
5264	Transport of Waste & Loader Hire	\$47,531	\$53,436	75%	\$0	\$53,436	\$0	\$71,300
5265	Bulk Bin Hire Expenses	\$1,853	\$0	0%	\$0	\$0	\$0	\$2,780
5266	Bulk Bin Removal Expenses	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - SANITATION OTHER OP/EXP		\$99,783	\$81,062		\$0	\$81,062	\$0	\$149,680
OPERATING INCOME								
5103	Tip Fees	\$0	\$0	0%	\$0	\$0	\$0	\$0
5303	Litter Infringements	(\$133)	(\$500)	250%	(\$500)	\$0	(\$200)	\$0
5304	Drum Muster Reimbursement Income	(\$3,333)	\$0	0%	\$0	\$0	(\$5,000)	\$0
Sub Total - SANITATION OTHER OP/INC		(\$3,467)	(\$500)		(\$500)	\$0	(\$5,200)	\$0
Total - SANITATION OTHER		\$96,316	\$80,562		(\$500)	\$81,062	(\$5,200)	\$149,680

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	SEWERAGE							
	OPERATING EXPENDITURE							
5090	Liquid Waste Pond - Maintenance	\$913	\$1,086	79%	\$0	\$1,086	\$0	\$1,370
	Sub Total - SEWERAGE OP/EXP	\$913	\$1,086		\$0	\$1,086	\$0	\$1,370
	OPERATING INCOME							
5190	Liquid Waste Disposal Fees	\$0	\$0		\$0	\$0	\$0	\$0
	Sub Total - SEWERAGE OP/INC	\$0	\$0		\$0	\$0	\$0	\$0
	Total - SEWERAGE	\$913	\$1,086		\$0	\$1,086	\$0	\$1,370

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
PROTECTION OF THE ENVIRONMENT								
OPERATING EXPENDITURE								
5619	Southern Dirt Contribution	\$15,000	\$0	0%	\$0	\$0	\$0	\$15,000
5612	NRM Office Expenses	\$200	\$0	0%	\$0	\$0	\$0	\$300
5616	NRM - Salaries & Wages/Consultancy Fees	\$4,866	\$900	12%	\$0	\$900	\$0	\$7,300
5601	NRM Vehicle Costs	\$487	\$0	0%	\$0	\$0	\$0	\$730
5681	Noxious Weeds	\$2,748	\$4,087	99%	\$0	\$4,087	\$0	\$4,122
5684	Landcare Publications	\$333	\$0	0%	\$0	\$0	\$0	\$500
5686	NRM - Enviromental Reserve M'ment	\$9,376	\$12,364	88%	\$0	\$12,364	\$0	\$14,065
5687	Reserve Clean Up	\$15,286	\$16,448	72%	\$0	\$16,448	\$0	\$22,930
5722	NRM - State NRM Grant Expenditure	\$7,059	\$0	0%	\$0	\$0	\$0	\$7,059
5723	NRM - Myrtle Benn/Rob. Rd Reveg Plan	\$6,666	\$0	0%	\$0	\$0	\$0	\$10,000
5734	NRM - Future Drought Fund Grant Exp.	\$0	\$0	0%	\$0	\$0	\$0	\$0
5752	Administration Allocation Cash	\$13,288	\$22,076	111%	\$0	\$22,076	\$0	\$19,933
5742	Administration Allocation Non-Cash	\$1,903	\$1,565	55%	\$0	\$1,565	\$0	\$2,855
Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP		\$77,213	\$57,439		\$0	\$57,439	\$0	\$104,794
OPERATING INCOME								
5603	NRM Grants	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC		\$0	\$0		\$0	\$0	\$0	\$0
Total - PROTECTION OF THE ENVIRONMENT		\$77,213	\$57,439		\$0	\$57,439	\$0	\$104,794

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
TOWN PLANNING AND REGIONAL DEVELOPMENT								
OPERATING EXPENDITURE								
5842	Town Planning Expenses	\$19,999	\$13,195	44%	\$0	\$13,195	\$0	\$30,000
5922	TPS Review	\$16,666	\$0	0%	\$0	\$0	\$0	\$25,000
5923	Town Planning Consultants	\$0	\$0	0%	\$0	\$0	\$0	\$0
5962	Administration Allocated Cash	\$39,864	\$11,038	18%	\$0	\$11,038	\$0	\$59,798
5832	Administration Allocated Non-Cash	\$761	\$626	55%	\$0	\$626	\$0	\$1,142
Sub Total - TOWN PLAN & REG DEV OP/EXP		\$77,290	\$24,858		\$0	\$24,858	\$0	\$115,940
OPERATING INCOME								
5973	Planning Fees	(\$3,000)	(\$5,698)	127%	(\$5,698)	\$0	(\$4,500)	\$0
Sub Total - TOWN PLAN & REG DEV OP/INC		(\$3,000)	(\$5,698)		(\$5,698)	\$0	(\$4,500)	\$0
Total - TOWN PLANNING & REGIONAL DEVELOPMENT		\$74,290	\$19,160		(\$5,698)	\$24,858	(\$4,500)	\$115,940

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
COMMUNITY AMENITIES - CEMETERIES								
OPERATING EXPENDITURE								
5999	Cemetery Digital Database	\$533	\$0	0%	\$0	\$0	\$0	\$800
6001	Cemetery - Grave Digging	\$26,160	\$23,639	60%	\$0	\$23,639	\$0	\$39,242
6006	Kojonup Cemetery - Niche Wall Maint	\$1,575	\$347	15%	\$0	\$347	\$0	\$2,362
6002	Kojonup Cemetery - Grounds Maint	\$12,685	\$12,191	64%	\$0	\$12,191	\$0	\$19,028
6000	Kojonup Cemetery - Trees	\$1,653	\$0	0%	\$0	\$0	\$0	\$2,480
6012	Boscabel Cemetery - Grounds Maint	\$475	\$0	0%	\$0	\$0	\$0	\$712
6014	Muradup Cemetery - Grounds Maintenance	\$5,284	\$2,391	30%	\$0	\$2,391	\$0	\$7,926
015D	Community Amenities Buildings Depreciation	\$25,911	\$31,519	81%	\$0	\$31,519	\$0	\$38,868
Sub Total - COMMUNITY AMEN - CEMETERIES OP/EXP		\$74,276	\$70,087		\$0	\$70,087	\$0	\$111,418
OPERATING INCOME								
6013	Cemetery Fees (Inc Gst)	(\$6,600)	(\$10,109)	102%	(\$10,109)	\$0	(\$9,900)	\$0
6023	Cemetery Fees Licences (Not Inc Gst)	(\$333)	(\$3,648)	730%	(\$3,648)	\$0	(\$500)	\$0
Sub Total - COMMUNITY AMEN - CEMETERIES OP/INC		(\$6,933)	(\$13,757)		(\$13,757)	\$0	(\$10,400)	\$0
Total - COMMUNITY AMENITIES CEMETERIES		\$67,343	\$56,330		(\$13,757)	\$70,087	(\$10,400)	\$111,418

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
COMMUNITY AMENITIES - PUBLIC CONVENIENCES & OTHER								
OPERATING EXPENDITURE								
6042	Harrison Place Conveniences - Maint	\$167	\$11	4%	\$0	\$11	\$0	\$250
6044	Harrison Place Conveniences - Cleaning	\$19,643	\$15,437	53%	\$0	\$15,437	\$0	\$29,290
6024	Curly Wig - Building Maintenance	\$0	\$0	0%	\$0	\$0	\$0	\$0
6034	CWA - Building Maintenance	\$2,152	\$1,106	37%	\$0	\$1,106	\$0	\$2,995
6052	Town Street & Park Seating	\$1,557	\$0	0%	\$0	\$0	\$0	\$2,336
6054	Townscape Plan	\$0	\$0	0%	\$0	\$0	\$0	\$0
6112	Community Resource Centre / Telecentre	\$2,473	\$1,438	39%	\$0	\$1,438	\$0	\$3,658
6132	Community Bus Maintenance	\$250	\$1,034	414%	\$0	\$1,034	\$0	\$250
6142	Administration Allocated Non-Cash	\$1,903	\$1,565	55%	\$0	\$1,565	\$0	\$2,855
6152	Administration Allocated Cash	\$39,864	\$24,835	42%	\$0	\$24,835	\$0	\$59,798
Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/EXP		\$68,009	\$46,639	\$6	\$0	\$46,639	\$0	\$101,432
OPERATING INCOME								
6133	Community Bus Hire	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - COMMUNITY AMENITIES PUBLIC CONVEN & OTHER		\$68,009	\$46,639		\$0	\$46,639	\$0	\$101,432

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT								
OPERATING EXPENDITURE								
6064	Men's Shed - Building Maintenance	\$891	\$258	21%	\$0	\$258	\$0	\$1,249
6172	SMALL GRANT EXPENDITURE	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/EXP		\$891	\$258		\$0	\$258	\$0	\$1,249
OPERATING INCOME								
6045	LR&CIP Grant - Mens Shed	\$0	(\$93,882)	22%	(\$93,882)	\$0	(\$433,053)	\$0
6123	Events - Ticket Sales and Misc Revenue	\$0	\$0	0%	\$0	\$0	\$0	\$0
6143	LotteryWest Grant - Mens Shed	\$0	\$0	0%	\$0	\$0	\$0	\$0
6173	SMALL GRANTS	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/INC		\$0	(\$93,882)		(\$93,882)	\$0	(\$433,053)	\$0
Total - COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT		\$891	(\$93,624)		(\$93,882)	\$258	(\$433,053)	\$1,249
Total - COMMUNITY AMENITIES		\$371,601	\$89,981		(\$399,148)	\$489,128	(\$740,187)	\$950,890

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
RECREATION & CULTURE								
PUBLIC HALL & CIVIC CENTRES								
OPERATING EXPENDITURE								
6202	Memorial Hall - Cleaning & Operations	\$24,242	\$16,570	52%	\$0	\$16,570	\$0	\$31,595
6212	RSL Hall - Cleaning & Operations	\$8,787	\$3,831	31%	\$0	\$3,831	\$0	\$12,292
6214	Memorial Hall - Building Maintenance	\$6,650	\$5,421	54%	\$0	\$5,421	\$0	\$9,974
6216	Mobrup Hall - Building Expenses	\$0	\$66	0%	\$0	\$66	\$0	\$0
6218	Muradup Hall - Building Expenses	\$1,805	\$1,602	80%	\$0	\$1,602	\$0	\$2,005
6219	Qualeup Hall - Building Expenses	\$256	\$16	4%	\$0	\$16	\$0	\$349
6224	Memorial Hall - Grounds Maintenance	\$5,580	\$1,926	24%	\$0	\$1,926	\$0	\$8,170
6227	Boscabel Hall - Building Expenses	\$584	\$16	2%	\$0	\$16	\$0	\$784
6232	All Halls - Cutlery & Crockery	\$1,333	\$0	0%	\$0	\$0	\$0	\$2,000
6324	RSL Hall - Building Maintenance	\$2,290	\$1,102	35%	\$0	\$1,102	\$0	\$3,160
6146	Interest on Loan - Loan 146 & 149	\$11,700	\$6,501	26%	\$0	\$6,501	\$0	\$25,105
6147	Loan Guarantee Fee - Loan 146 & 149	\$3,800	\$2,460	65%	\$0	\$2,460	\$0	\$3,800
016D	Public Halls Building Depreciation	\$42,522	\$45,676	72%	\$0	\$45,676	\$0	\$63,785
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP		\$109,548	\$85,185		\$0	\$85,185	\$0	\$163,019
OPERATING INCOME								
6203	Memorial Hall Rentals	(\$1,867)	(\$1,209)	43%	(\$1,209)	\$0	(\$2,800)	\$0
6213	RSL Hall Rentals	(\$427)	(\$689)	108%	(\$689)	\$0	(\$640)	\$0
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC		(\$2,293)	(\$1,898)		(\$1,898)	\$0	(\$3,440)	\$0
Total - PUBLIC HALL & CIVIC CENTRES		\$107,255	\$83,287		(\$1,898)	\$85,185	(\$3,440)	\$163,019

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
OTHER RECREATION & SPORT								
OPERATING EXPENDITURE								
6362	Kojonup Springs Conveniences	\$21,021	\$15,386	49%	\$0	\$15,386	\$0	\$31,533
6364	Kojonup Springs Grounds Maintenance	\$5,746	\$8,419	98%	\$0	\$8,419	\$0	\$8,620
6372	Apex Park Conveniences - Operating	\$44,640	\$31,439	47%	\$0	\$31,439	\$0	\$66,418
6373	Apex Park Conveniences - Building Maint	\$3,080	\$934	20%	\$0	\$934	\$0	\$4,620
6374	Apex Park - Grounds Maint	\$45,304	\$22,242	33%	\$0	\$22,242	\$0	\$67,795
6382	Railway Reserve Conveniences	\$3,417	\$1,591	32%	\$0	\$1,591	\$0	\$4,925
6392	Newstead Park - Grounds Maint	\$8,866	\$4,757	36%	\$0	\$4,757	\$0	\$13,299
6394	Railway Reserve Grounds Maint	\$11,336	\$9,782	59%	\$0	\$9,782	\$0	\$16,454
6402	Sports Complex - Netball Conveniences	\$8,768	\$4,842	38%	\$0	\$4,842	\$0	\$12,877
6403	Sports Complex - Netball Area Maint	\$1,479	\$907	41%	\$0	\$907	\$0	\$2,218
6404	Sports Complex - Grounds Maint	\$130,261	\$68,529	35%	\$0	\$68,529	\$0	\$195,400
6408	Sports Complex - Conveniences	\$8,175	\$3,258	27%	\$0	\$3,258	\$0	\$12,263
6412	Hillman Park - Grounds Maint	\$14,177	\$7,726	36%	\$0	\$7,726	\$0	\$21,266
6414	Sports Complex - Reticulation	\$14,726	\$14,388	65%	\$0	\$14,388	\$0	\$22,090
6415	Oval Lighting	\$2,867	\$3,329	77%	\$0	\$3,329	\$0	\$4,300
6422	Kojonup Bk (Piesse Park) - Grounds Maint	\$8,772	\$7,807	59%	\$0	\$7,807	\$0	\$13,159
6425	Sports Complex - Hockey Club Building	\$303	\$200	45%	\$0	\$200	\$0	\$440
6434	Turkey Nest Dam Maintenance	\$12,149	\$5,195	29%	\$0	\$5,195	\$0	\$18,223
6435	Water - Showgrounds Maint	\$5,503	\$1,235	15%	\$0	\$1,235	\$0	\$8,255
6444	Muradup Townsite Grounds	\$6,606	\$1,955	20%	\$0	\$1,955	\$0	\$9,909
6452	Playground Safety & Minor Upgrades	\$2,557	\$752	20%	\$0	\$752	\$0	\$3,836
6454	Kojonup Town Entrances	\$4,097	\$2,669	43%	\$0	\$2,669	\$0	\$6,146
6474	Industrial Area Slashing & Spraying	\$1,781	\$606	23%	\$0	\$606	\$0	\$2,671
6477	Sports Complex - Utilities & Insurance	\$15,469	\$13,202	72%	\$0	\$13,202	\$0	\$18,375
6492	Myrtle Benn Reserve	\$2,655	\$0	0%	\$0	\$0	\$0	\$3,983
6494	Sundry Reserves	\$15,667	\$983	4%	\$0	\$983	\$0	\$22,771
6496	Kojonup Golf Club Community Grant	\$204	\$0	0%	\$0	\$0	\$0	\$306
6552	Sports Complex - Cleaning	\$11,390	\$3,344	20%	\$0	\$3,344	\$0	\$17,086
6554	Sports Complex - Building Maint	\$5,424	\$3,582	44%	\$0	\$3,582	\$0	\$8,136
6558	Loan Guarantee Fee - Loans 136, 142, 143	\$9,700	\$11,952	123%	\$0	\$11,952	\$0	\$9,700
6559	Recreation - Interest on Loans	\$24,882	\$57,375	110%	\$0	\$57,375	\$0	\$52,015
6592	Skate Park	\$510	\$453	59%	\$0	\$453	\$0	\$765
6792	Admiin Allocation - Cash	\$26,576	\$21,524	54%	\$0	\$21,524	\$0	\$39,865

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
017D	Other Sport Buildings Depreciation	\$247,842	\$248,218	67%	\$0	\$248,218	\$0	\$371,778
	Sub Total - OTHER RECREATION & SPORT OP/EXP	\$725,952	\$578,582		\$0	\$578,582	\$0	\$1,091,497
	OPERATING INCOME							
6513	Contrib-Foot Club Sports Complex	(\$4,800)	\$0	0%	\$0	\$0	(\$4,800)	\$0
6523	Complex Bldg Fees	(\$2,667)	(\$3,205)	80%	(\$3,205)	\$0	(\$4,000)	\$0
6533	Rec Ground Lease Fees	\$0	\$0	0%	\$0	\$0	(\$3,000)	\$0
6553	Contribution-Dept Education - Oval	\$0	(\$37,281)	107%	(\$37,281)	\$0	(\$35,000)	\$0
6633	Grant - LR&CI Program	\$0	\$0	0%	\$0	\$0	(\$44,411)	\$0
	Sub Total - OTHER RECREATION & SPORT OP/INC	(\$7,467)	(\$40,486)		(\$40,486)	\$0	(\$91,211)	\$0
	Total - OTHER RECREATION & SPORT	\$718,485	\$538,096		(\$40,486)	\$578,582	(\$91,211)	\$1,091,497

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
SWIMMING AREAS & BEACHES								
OPERATING EXPENDITURE								
6252	Building Maintenance	\$4,000	\$1,205	20%	\$0	\$1,205	\$0	\$6,000
6254	Consumables & Minor Expenses	\$1,000	\$799	53%	\$0	\$799	\$0	\$1,500
6257	Utilities & Telephone	\$22,334	\$21,729	65%	\$0	\$21,729	\$0	\$33,495
6258	Insurance	\$12,756	\$12,915	101%	\$0	\$12,915	\$0	\$12,756
6261	Maintenance - Pool Building	\$2,403	\$2,510	73%	\$0	\$2,510	\$0	\$3,420
6262	Grounds Maintenance	\$3,446	\$6,791	131%	\$0	\$6,791	\$0	\$5,169
6264	Swimmin Pool - Chemicals	\$7,733	\$6,242	54%	\$0	\$6,242	\$0	\$11,600
6271	Non-Capital Purchases per 10yr Plan	\$1,000	\$0	0%	\$0	\$0	\$0	\$1,500
6272	Equipment Maintenance	\$13,986	\$20,091	96%	\$0	\$20,091	\$0	\$20,980
6274	Kiosk - COGS	\$2,333	\$5,489	157%	\$0	\$5,489	\$0	\$3,500
6352	Swimming Pool Salaries	\$69,201	\$50,204	48%	\$0	\$50,204	\$0	\$103,806
6353	Superannuation	\$11,266	\$5,784	34%	\$0	\$5,784	\$0	\$16,900
6354	Conferences & Training	\$1,000	\$3,088	206%	\$0	\$3,088	\$0	\$1,500
6356	Staff Housing Subsidy (S/Pool)	\$4,666	\$0	0%	\$0	\$0	\$0	\$7,000
6292	Administration Allocated Cash	\$26,576	\$11,038	28%	\$0	\$11,038	\$0	\$39,865
050D	Depreciation Buildings	\$36,169	\$36,034	66%	\$0	\$36,034	\$0	\$54,255
Sub Total - SWIMMING AREAS & BEACHES OP/EXP		\$219,870	\$183,919		\$0	\$183,919	\$0	\$323,246
OPERATING INCOME								
6294	Pool Entry Fees	(\$4,933)	(\$4,109)	56%	(\$4,109)	\$0	(\$7,400)	\$0
6295	Pool Kiosk Sales	(\$4,000)	(\$7,030)	117%	(\$7,030)	\$0	(\$6,000)	\$0
6296	Pool Daily Entry Fees	(\$5,333)	(\$8,407)	105%	(\$8,407)	\$0	(\$8,000)	\$0
Sub Total - SWIMMING AREAS & BEACHES OP/INC		(\$14,266)	(\$19,546)		(\$19,546)	\$0	(\$21,400)	\$0
Total - SWIMMING AREAS & BEACHES		\$205,604	\$164,373		(\$19,546)	\$183,919	(\$21,400)	\$323,246

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
TV & RADIO BROADCASTING & RETRANSMISSION								
OPERATING EXPENDITURE								
6752	Television Translator	\$77	\$37	48%	\$0	\$37	\$0	\$77
6772	VHF Repeater Operating/Maintenance	\$167	\$0	0%	\$0	\$0	\$0	\$250
Sub Total - TV & RADIO RETRANSMISSION OP/EXP		\$244	\$37		0	\$37	\$0	\$327
Total - TV & RADIO RETRANSMISSION		\$244	\$37		\$0	\$37	\$0	\$327
LIBRARIES								
OPERATING EXPENDITURE								
6812	Library Salaries	\$71,072	\$51,115	48%	\$0	\$51,115	\$0	\$106,613
6842	Superannuation	\$10,724	\$5,937	37%	\$0	\$5,937	\$0	\$16,087
6852	Emp Insurances (Lib)	\$2,836	\$4,105	145%	\$0	\$4,105	\$0	\$2,836
6862	Conference & Training (Lib)	\$667	\$0	0%	\$0	\$0	\$0	\$1,000
6882	Library Operating Expenses	\$5,333	\$1,230	15%	\$0	\$1,230	\$0	\$8,000
6892	Lib Software Licencing	\$2,733	\$3,820	93%	\$0	\$3,820	\$0	\$4,100
6902	Library Resource Purchases	\$1,333	\$561	28%	\$0	\$561	\$0	\$2,000
6903	Library Regional Activity Plan Contribution	\$1,667	\$1,834	73%	\$0	\$1,834	\$0	\$2,500
6942	Administration Allocated Cash	\$13,288	\$11,038	55%	\$0	\$11,038	\$0	\$19,933
6952	Administration Allocated Non-Cash	\$1,903	\$1,565	55%	\$0	\$1,565	\$0	\$2,855
6982	Seniors Week Grant Expenses	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - LIBRARIES OP/EXP		\$111,557	\$81,204		\$0	\$81,204	\$0	\$165,924
OPERATING INCOME								
6963	Library Fines & Penalties - Lost Books	\$0	\$0	0%	\$0	\$0	\$0	\$0
6973	Sundry Income	(\$13)	(\$5)	23%	(\$5)	\$0	(\$20)	\$0
6983	Seniors Week Grant	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - LIBRARIES OP/INC		(\$13)	(\$5)		(\$5)	\$0	(\$20)	\$0
Total - LIBRARIES		\$111,543	\$81,199		(\$5)	\$81,204	(\$20)	\$165,924

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
HERITAGE & OTHER CULTURE								
OPERATING EXPENDITURE								
7012	Historical Soc. Rooms	\$83	\$67		\$0	\$67	\$0	\$125
7022	Old Military Barracks	\$1,991	\$140	5%	\$0	\$140	\$0	\$2,986
7024	Old Post Office - Building Maintenance	\$2,998	\$883	22%	\$0	\$883	\$0	\$4,105
7032	Elverd Cottage - Building Mtce	\$1,236	\$1,105	61%	\$0	\$1,105	\$0	\$1,805
7034	Elverd Cottage - Ground Maint	\$1,684	\$1,086	43%	\$0	\$1,086	\$0	\$2,525
7046	Old Post Office - Grounds Maintenance	\$1,433	\$262	13%	\$0	\$262	\$0	\$2,024
7106	Showgrounds - Building Maintenance	\$5,302	\$4,316	69%	\$0	\$4,316	\$0	\$6,235
7101	Annual Show - Works Assistance	\$9,092	\$12,944	95%	\$0	\$12,944	\$0	\$13,639
7103	Muradup & Jingalup War Memorials	\$755	\$42	4%	\$0	\$42	\$0	\$1,132
7222	Military Barracks - Ground Maint	\$6,673	\$1,569	16%	\$0	\$1,569	\$0	\$9,600
019D	Depreciation Buildings	\$13,089	\$13,056	66%	\$0	\$13,056	\$0	\$19,635
Sub Total - OTHER CULTURE OP/EXP		\$44,335	\$35,469		\$0	\$35,469	\$0	\$63,811
OPERATING INCOME								
Sub Total - OTHER CULTURE OP/INC		\$0	\$0		\$0	\$0	\$0	\$0
Total - OTHER CULTURE		\$44,335	\$35,469		\$0	\$35,469	\$0	\$63,811
Total - RECREATION AND CULTURE		\$1,187,466	\$902,461		(\$61,934)	\$964,396	(\$116,071)	\$1,807,824

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE								
OPERATING EXPENDITURE								
7632	Town Streets - Drainage Mtce	\$15,073	\$2,156	10%	\$0	\$2,156	\$0	\$22,610
7652	Road Maintenance	\$5,884	\$0		\$0	\$0	\$0	\$8,826
7662	Bridge Maintenance	\$73,463	\$47,847	50%	\$0	\$47,847	\$0	\$95,792
7672	Footpath Maintenance	\$11,826	\$9,273	52%	\$0	\$9,273	\$0	\$17,740
7682	Lighting Of Streets	\$41,665	\$38,666	62%	\$0	\$38,666	\$0	\$62,500
7692	Depot Maint	\$29,789	\$28,622	67%	\$0	\$28,622	\$0	\$42,715
7694	Depot - Grounds & Nursery Maint	\$6,000	\$21,900	243%	\$0	\$21,900	\$0	\$9,000
7695	Depot - OHS Minor Items	\$906	\$126	9%	\$0	\$126	\$0	\$1,359
7704	Depot Cleaning	\$28,339	\$19,542	46%	\$0	\$19,542	\$0	\$42,510
RM01	Grading - Winter	\$528,152	\$822,243	104%	\$0	\$822,243	\$0	\$792,260
RM03	Drainage Maintenance	\$45,598	\$159,367	233%	\$0	\$159,367	\$0	\$68,400
RM04	Bitumen Patching/Repair	\$60,344	\$117,423	130%	\$0	\$117,423	\$0	\$90,520
RM05	Guide Post & Signage	\$29,732	\$88,287	198%	\$0	\$88,287	\$0	\$44,600
RM06	Roadside Spraying	\$24,759	\$17,327	47%	\$0	\$17,327	\$0	\$37,140
RM08	Rural Limb & Tree Removal - Fallen	\$26,540	\$133,623	336%	\$0	\$133,623	\$0	\$39,812
RM10	Traffic Counter Transportation	\$2,948	\$13,498	305%	\$0	\$13,498	\$0	\$4,422
RM11	Kerb Maintenance	\$3,927	\$2,403	41%	\$0	\$2,403	\$0	\$5,890
RM15	Trees Rural Major Works	\$55,064	\$82,585	100%	\$0	\$82,585	\$0	\$82,600
RM16	Townsite-Kojonup-Verge Mtce	\$40,399	\$48,516	87%	\$0	\$48,516	\$0	\$55,600
RM17	Townsite Trees - General Mtce	\$12,046	\$3,255	18%	\$0	\$3,255	\$0	\$18,070
RM18	TOWNSITE TREES - UPGRADE, WATERING etc	\$14,019	\$825	4%	\$0	\$825	\$0	\$21,030
RM19	Townsite Trees - Pruning - Contractor	\$8,255	\$1,481	12%	\$0	\$1,481	\$0	\$12,383
RM20	Road Accident Recovery	\$918	\$4,177	303%	\$0	\$4,177	\$0	\$1,377
RM22	Removal of Street Trees	\$5,424	\$255	3%	\$0	\$255	\$0	\$8,136
RM23	Townsite Street Sweeping	\$7,333	\$3,710	34%	\$0	\$3,710	\$0	\$11,000
RM24	Carpark Line marking	\$3,680	\$255	5%	\$0	\$255	\$0	\$5,520
7701	Blackwood Rd Solar Dam Maintenance	\$4,472	\$1	0%	\$0	\$1	\$0	\$6,708
7702	Administration Allocated Cash	\$265,757	\$220,758	55%	\$0	\$220,758	\$0	\$398,652
020D	Depreciation on Road Assets	\$2,381,105	\$2,513,269	70%	\$0	\$2,513,269	\$0	\$3,571,800
Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP		\$3,733,417	\$4,401,390		\$0	\$4,401,390	\$0	\$5,578,972

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
OPERATING INCOME								
7405	Roads Grants RRG	(\$289,500)	(\$966,992)	84%	(\$966,992)	\$0	(\$1,158,000)	\$0
7323	Grant - LR&CIP	\$0	\$0	0%	\$0	\$0	(\$108,322)	\$0
7375	Main Roads WA Direct Grant	(\$203,791)	(\$230,325)	113%	(\$230,325)	\$0	(\$203,791)	\$0
7325	Grant - Special Commodity Route Funding	(\$170,000)	\$0	0%	\$0	\$0	(\$170,000)	\$0
7435	Roads to Recovery - Current Allocation	(\$319,767)	\$0	0%	\$0	\$0	(\$761,349)	\$0
7465	Government Road Grants - Blackspot Funding	(\$470,000)	\$0	0%	\$0	\$0	(\$470,000)	\$0
7605	Sale of Small Items	\$0	(\$4,909)	0%	(\$4,909)	\$0	\$0	\$0
7683	Street Lighting Contribution	\$0	\$0	0%	\$0	\$0	(\$10,000)	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC		(\$1,453,058)	(\$1,202,226)		(\$1,202,226)	\$0	(\$2,881,462)	\$0
Total - MTCE STREETS ROADS DEPOTS		\$2,280,359	\$3,199,164		(\$1,202,226)	\$4,401,390	(\$2,881,462)	\$5,578,972

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	AERODROMES							
	OPERATING EXPENDITURE							
7762	Airport Building - Maintenance	\$3,489	\$3,062	62%	\$0	\$3,062	\$0	\$4,921
7761	Interest on Loan 141 (Airstrip)	\$1,721	\$1,721	100%	\$0	\$1,721	\$0	\$1,721
7764	Airport Building - Cleaning	\$1,679	\$622	25%	\$0	\$622	\$0	\$2,518
7771	Loan Guarantee Fee (Airstrip)	\$675	\$810	120%	\$0	\$810	\$0	\$675
7772	Airstrip Operations	\$33	\$0	0%	\$0	\$0	\$0	\$50
7774	Airstrip Ground Maintenance	\$9,722	\$35,915	246%	\$0	\$35,915	\$0	\$14,584
	Sub Total - AERODROMES OP/EXP	\$17,319	\$42,131		\$0	\$42,131	\$0	\$24,469
	OPERATING INCOME							
	Sub Total - AERODROMES OP/INC	\$0	\$0		\$0	\$0	\$0	\$0
	Total - AERODROMES	\$17,319	\$42,131		\$0	\$42,131	\$0	\$24,469
	Total - TRANSPORT	\$2,297,678	\$3,241,295		(\$1,202,226)	\$4,443,521	(\$2,881,462)	\$5,603,441

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	ECONOMIC SERVICES							
	RURAL SERVICES							
	OPERATING EXPENDITURE							
023D	Depreciation (Sch 13)	\$2,840	\$2,836	67%	\$0	\$2,836	\$0	\$4,260
8002	Water Standpipes	\$24,015	\$30,753	85%	\$0	\$30,753	\$0	\$36,018
8006	Rural Street Addressing	\$67	\$0	0%	\$0	\$0	\$0	\$100
	Sub Total - RURAL SERVICES OP/EXP	\$26,922	\$33,588		\$0	\$33,588	\$0	\$40,378
	OPERATING INCOME							
8003	Water Standpipe Charges	(\$16,666)	(\$14,827)	59%	(\$14,827)	\$0	(\$25,000)	\$0
8113	Dep't of Water Grant - Water Re-use	\$0	\$0	0%	\$0	\$0	\$0	\$0
	Sub Total - RURAL SERVICES OP/INC	(\$16,666)	(\$14,827)		(\$14,827)	\$0	(\$25,000)	\$0
	Total - RURAL SERVICES	\$10,256	\$18,761		(\$14,827)	\$33,588	(\$25,000)	\$40,378

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
TOURISM AND AREA PROMOTION - KODJA PLACE								
OPERATING EXPENDITURE								
8302	Salaries (Tour)	\$157,992	\$192,047	81%	\$0	\$192,047	\$0	\$236,998
8344	Superannuation - Visitors Centre	\$25,418	\$28,127	74%	\$0	\$28,127	\$0	\$38,129
8364	Tour Guide Expenses	\$30,535	\$589	1%	\$0	\$589	\$0	\$45,805
8322	Employee Insurances (Tour)	\$6,447	\$8,211	127%	\$0	\$8,211	\$0	\$6,447
8342	Conferences & Training	\$2,667	\$597	15%	\$0	\$597	\$0	\$4,000
8109	Story Area (Mosaic)	\$6,666	\$0	0%	\$0	\$0	\$0	\$10,000
8367	Story Area (Digital)	\$6,666	\$350	4%	\$0	\$350	\$0	\$10,000
8110	Catering	\$3,167	\$579	12%	\$0	\$579	\$0	\$4,750
8368	Activity (Educational)	\$1,333	\$20	1%	\$0	\$20	\$0	\$2,000
8126	Insurances - Various	\$16,582	\$14,751	89%	\$0	\$14,751	\$0	\$16,582
8152	Public Liability Insurance - Kodja Place	\$9,725	\$9,723	100%	\$0	\$9,723	\$0	\$9,725
8142	Printing, Stationary & Office Expenses	\$7,333	\$3,231	29%	\$0	\$3,231	\$0	\$11,000
8162	Building Maintenance	\$2,761	\$2,835	68%	\$0	\$2,835	\$0	\$4,142
8164	Utilities	\$16,910	\$8,026	30%	\$0	\$8,026	\$0	\$26,420
8166	Cleaning	\$37,312	\$30,393	54%	\$0	\$30,393	\$0	\$55,970
8172	Grounds Maintenance	\$12,513	\$11,377	61%	\$0	\$11,377	\$0	\$18,770
8174	Kodja Place Rose Maze Grounds Maint	\$30,559	\$27,511	60%	\$0	\$27,511	\$0	\$45,840
8192	Misc Expenses	\$3,333	\$191	4%	\$0	\$191	\$0	\$5,000
8358	Kodja Place Website	\$1,333	\$0	0%	\$0	\$0	\$0	\$2,000
8444	Retail Stock - COGS	\$33,332	\$24,735	49%	\$0	\$24,735	\$0	\$50,000
8394	Events	\$33,332	\$15,531	31%	\$0	\$15,531	\$0	\$50,000
8412	General Administration Allocated Cash	\$66,439	\$97,134	97%	\$0	\$97,134	\$0	\$99,663
8422	General Administration Allocated Non-Cash	\$1,522	\$1,565	69%	\$0	\$1,565	\$0	\$2,284
022D	Depreciation	\$44,432	\$44,006	66%	\$0	\$44,006	\$0	\$66,650
055D	Depreciation	\$1,683	\$1,678	66%	\$0	\$1,678	\$0	\$2,525
Sub Total - TOURISM & AREA PROMOTION KODJA OP/EXP		\$559,994	\$523,206		\$0	\$523,206	\$0	\$824,700

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
OPERATING INCOME								
8205	Kodja Place - Visitor Fees	(\$2,533)	(\$2,719)	72%	(\$2,719)	\$0	(\$3,800)	\$0
8203	Kodja Place - Hire Fees	(\$2,333)	(\$1,541)	44%	(\$1,541)	\$0	(\$3,500)	\$0
8204	Tour Groups	(\$867)	(\$1,309)	101%	(\$1,309)	\$0	(\$1,300)	\$0
8207	Kodja Place - Activity Fees	(\$640)	(\$464)	48%	(\$464)	\$0	(\$960)	\$0
8193	Sundry Misc Income - Kodja Place	\$0	(\$5)		(\$5)	\$0	\$0	\$0
8223	Membership Fees & Brochure Racking	(\$153)	\$0	0%	\$0	\$0	(\$230)	\$0
8233	Events	(\$33,332)	(\$26,477)	53%	(\$26,477)	\$0	(\$50,000)	\$0
8243	Retail Sales	(\$45,332)	(\$43,490)	64%	(\$43,490)	\$0	(\$68,000)	\$0
8263	Sales - Commissions	(\$3,000)	(\$4,987)	111%	(\$4,987)	\$0	(\$4,500)	\$0
8333	Operating Grants & Subsidies	\$0	\$0	0%	\$0	\$0	\$0	\$0
8334	Operating Grant for Story Area (Digital)	\$0	\$0	0%	\$0	\$0	\$0	\$0
8283	Contributions & Donations	(\$533)	(\$565)	71%	(\$565)	\$0	(\$800)	\$0
8284	RV Fee Income	(\$1,600)	(\$1,334)	56%	(\$1,334)	\$0	(\$2,400)	\$0
8285	Trans WA Income	\$0	(\$81)	0%	(\$81)	\$0	\$0	\$0
8286	Photocopy Charges	\$0	\$0	0%	\$0	\$0	\$0	\$0
8393	Sundry Misc Income - Tourism	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - TOURISM & AREA PROMOTION KODJA OP/INC		(\$90,323)	(\$82,970)		(\$82,970)	\$0	(\$135,490)	\$0
Total - TOURISM & AREA PROMOTION KODJA PLACE		\$469,671	\$440,236		(\$82,970)	\$523,206	(\$135,490)	\$824,700

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
TOURISM & AREA PROMOTION OTHER								
OPERATING EXPENDITURE								
8101	Kojonup Marketing & Promotions	\$15,200	\$5,719	37%	\$0	\$5,719	\$0	\$15,310
8107	Great Southern Treasures	\$20,000	\$22,000	110%	\$0	\$22,000	\$0	\$20,000
8414	Wool Wagon	\$167	\$0	0%	\$0	\$0	\$0	\$250
8354	Subscriptions, Accreditation, etc.	\$1,607	\$379	16%	\$0	\$379	\$0	\$2,410
8374	Australia Day Breakfast	\$1,333	\$1,482	74%	\$0	\$1,482	\$0	\$2,000
8371	EV Charging Station	\$0	\$512	0%	\$0	\$512	\$0	\$0
8432	Railway Station Building Maintenance	\$1,300	\$32	2%	\$0	\$32	\$0	\$1,950
8402	Railway Station Building - Operating	\$280	\$392	140%	\$0	\$392	\$0	\$280
8544	Annual Bloom Festival Cash Contribution	\$133	\$0	0%	\$0	\$0	\$0	\$200
029D	Depreciation	\$50,145	\$58,410	78%	\$0	\$58,410	\$0	\$75,220
Sub Total - TOURISM & AREA PROM OTHER OP/EXP		\$90,164	\$88,925		\$0	\$88,925	\$0	\$117,620
OPERATING INCOME								
8494	EV Charging Station	\$0	\$0	0%	\$0	\$0	\$0	\$0
8413	Tourism - Non-Operating Grant Income	\$0	(\$55,718)	106%	(\$55,718)	\$0	(\$52,411)	\$0
Sub Total - TOURISM & AREA PROM OTHER OP/INC		\$0	(\$55,718)		(\$55,718)	\$0	(\$52,411)	\$0
Total - TOURISM & AREA PROMOTION OTHER		\$90,164	\$33,207		(\$55,718)	\$88,925	(\$52,411)	\$117,620

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
TOURISM & AREA PROMOTION - BLACK COCKATOO CAFÉ								
OPERATING EXPENDITURE								
8502	Café Salaries	\$213,880	\$264,242	82%	\$0	\$264,242	\$0	\$320,833
8532	Café Superannuation	\$24,268	\$28,739	79%	\$0	\$28,739	\$0	\$36,404
8534	Café Utilities	\$18,810	\$27,252	97%	\$0	\$27,252	\$0	\$28,210
8536	Café Insurance	\$1,333	\$0	0%	\$0	\$0	\$0	\$2,000
8542	Café Bank Fees	\$1,667	\$0	0%	\$0	\$0	\$0	\$2,500
8545	Café Accrued Leave Expenses	\$0	\$0	0%	\$0	\$0	\$0	\$0
8546	Café Minor Equipment & Repairs	\$3,333	\$1,524	30%	\$0	\$1,524	\$0	\$5,000
8554	Café Other Minor Expenses	\$3,467	\$21,498	413%	\$0	\$21,498	\$0	\$5,200
8555	Café Uniforms & Safety Wear	\$1,000	\$518	35%	\$0	\$518	\$0	\$1,500
8556	Café Telephone & IT	\$500	\$656	87%	\$0	\$656	\$0	\$750
8557	Café Building Maintenance	\$4,406	\$1,324	20%	\$0	\$1,324	\$0	\$6,610
8562	Café Training Expenses	\$1,333	\$0	0%	\$0	\$0	\$0	\$2,000
8564	Café Other Employment Costs	\$1,880	\$0	0%	\$0	\$0	\$0	\$2,820
8567	Cost of Goods Sold - Food Supplies Purchased	\$181,326	\$198,089	73%	\$0	\$198,089	\$0	\$272,000
Sub Total - TOURISM & AREA PROM CAFE OP/EXP		\$457,204	\$543,842		\$0	\$543,842	\$0	\$685,827
OPERATING INCOME								
8503	Trading Income	(\$466,648)	(\$538,483)	0%	(\$538,483)	\$0	(\$700,000)	\$0
8533	Catering	(\$10,000)	(\$690)	0%	(\$690)	\$0	(\$15,000)	\$0
Sub Total - TOURISM & AREA PROM CAFE OP/INC		(\$476,648)	(\$539,173)		(\$539,173)	\$0	(\$715,000)	\$0
Total - TOURISM & AREA PROMOTION CAFÉ		(\$19,444)	\$4,669		(\$539,173)	\$543,842	(\$715,000)	\$685,827

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
BUILDING CONTROL								
OPERATING EXPENDITURE								
8552	Building Admin. Salaries	\$0	\$75,798	0%	\$0	\$75,798	\$0	\$0
8572	Superannuation	\$0	\$8,338	0%	\$0	\$8,338	\$0	\$0
8602	Other Emp Costs (Bldg)	\$0	\$4,105	0%	\$0	\$4,105	\$0	\$0
8612	Vehicle Operating Bld Control	\$0	\$7,115	0%	\$0	\$7,115	\$0	\$0
8622	Building Control Expenses	\$11,333	\$0	0%	\$0	\$0	\$0	\$17,000
8672	Admin Realloc Cash (Bldg)	\$13,288	\$11,038	55%	\$0	\$11,038	\$0	\$19,933
8682	Admin Realloc Non Cash (Bldg)	\$1,522	\$626	27%	\$0	\$626	\$0	\$2,284
Sub Total - BUILDING CONTROL OP/EXP		\$26,143	\$108,191		\$0	\$108,191	\$0	\$39,217
OPERATING INCOME								
8653	Building Licence Fees	(\$2,533)	(\$5,892)	155%	(\$5,892)	\$0	(\$3,800)	\$0
8663	Bcitr & Brb Commissions	(\$120)	(\$473)	263%	(\$473)	\$0	(\$180)	\$0
8633	Private Pool Inspection Charges	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - BUILDING CONTROL OP/INC		(\$2,653)	(\$6,365)		(\$6,365)	\$0	(\$3,980)	\$0
Total - BUILDING CONTROL		\$23,490	\$101,826		(\$6,365)	\$108,191	(\$3,980)	\$39,217

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
OTHER ECONOMIC SERVICES								
OPERATING EXPENDITURE								
8011	Wash Down Bay - Repairs	\$6,351	\$2,630	28%	\$0	\$2,630	\$0	\$9,422
8801	Wash Down Bay - Other	\$485	\$0	0%	\$0	\$0	\$0	\$728
8807	Wash Down Bay - Utility Charges	\$5,544	\$3,357	40%	\$0	\$3,357	\$0	\$8,315
8800	Saleyards - Ground Maintenance	\$4,896	\$3,317	45%	\$0	\$3,317	\$0	\$7,345
8808	Saleyards - Insurances	\$425	\$375	88%	\$0	\$375	\$0	\$425
8802	Saleyards - Other	\$667	\$107	11%	\$0	\$107	\$0	\$1,000
8872	Loan Guarantee Fee	\$2,600	\$2,077	80%	\$0	\$2,077	\$0	\$2,600
8862	Subdivision - Interest on Loans	\$0	\$6,275	51%	\$0	\$6,275	\$0	\$12,212
Sub Total - OTHER ECONOMIC SERVICES OP/EXP		\$20,969	\$18,138		\$0	\$18,138	\$0	\$42,047
OPERATING INCOME								
8013	Washdown Bay Fees	(\$9,533)	(\$9,029)	63%	(\$9,029)	\$0	(\$14,300)	\$0
8803	Saleyards - Income	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - OTHER ECONOMIC SERVICES OP/INC		(\$9,533)	(\$9,029)		(\$9,029)	\$0	(\$14,300)	\$0
Total - OTHER ECONOMIC SERVICES		\$11,436	\$9,109		(\$9,029)	\$18,138	(\$14,300)	\$42,047
Total - ECONOMIC SERVICES		\$585,573	\$607,808	\$0	(\$708,082)	\$1,315,890	(\$946,181)	\$1,749,789

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	OTHER PROPERTY AND SERVICES							
	PRIVATE WORKS							
	OPERATING EXPENDITURE							
9002	Private Works	\$6,989	\$13,183	126%	\$0	\$13,183	\$0	\$10,484
9008	Pte Works-Other Councils-Roads	\$0	\$0	0%	\$0	\$0	\$0	\$0
	Sub Total - PRIVATE WORKS OP/EXP	\$6,989	\$13,183		\$0	\$13,183	\$0	\$10,484
	OPERATING INCOME							
9003	Private Works Income	(\$6,989)	(\$14,100)	134%	(\$14,100)	\$0	(\$10,484)	\$0
9009	Pte Works-Income-Other Councils-Roads	\$0	\$0	0%	\$0	\$0	\$0	\$0
	Sub Total - PRIVATE WORKS OP/INC	(\$6,989)	(\$14,100)		(\$14,100)	\$0	(\$10,484)	\$0
	Total - PRIVATE WORKS	\$0	(\$917)		(\$14,100)	\$13,183	(\$10,484)	\$10,484

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE		% of Annual	ACTUAL		ADOPTED BUDGET	
		28 FEBRUARY 2025	28 FEBRUARY 2025		28 FEBRUARY 2025	28 FEBRUARY 2025	2024-25	2024-25
		Budget	Actual	Budget	Income	Expense	Income	Expense
PUBLIC WORKS OVERHEADS								
OPERATING EXPENDITURE								
9022	Salaries-Works-Supervisors; Assistance	\$207,503	\$356,729	115%	\$0	\$356,729	\$0	\$311,267
9042	Superannuation (Supervisors)	\$30,145	\$19,312	43%	\$0	\$19,312	\$0	\$45,219
9052	Conferences & Training (Supervisors)	\$2,600	\$136	3%	\$0	\$136	\$0	\$3,900
9062	Emp Insurances (Supervisors)	\$3,225	\$4,105	127%	\$0	\$4,105	\$0	\$3,225
9072	Other Staff Expenses (Inc. FBT)	\$20,833	\$4,912	17%	\$0	\$4,912	\$0	\$29,000
9502	Allowances	\$1,333	\$0	0%	\$0	\$0	\$0	\$2,000
9081	Staff Housing Subsidy (Public Works)	\$0	\$0	0%	\$0	\$0	\$0	\$0
9082	Vehicle Operating	\$18,333	\$9,152	33%	\$0	\$9,152	\$0	\$27,500
9084	Consulting Technical	\$11,006	\$6,455	39%	\$0	\$6,455	\$0	\$16,510
9092	Office Expenses	\$9,803	\$9,301	63%	\$0	\$9,301	\$0	\$14,705
9094	Minor Equipment/Consumables	\$5,513	\$6,111	74%	\$0	\$6,111	\$0	\$8,270
9095	RAMM Inventory	\$8,340	\$12,706	102%	\$0	\$12,706	\$0	\$12,510
9102	Training	\$34,632	\$42,797	82%	\$0	\$42,797	\$0	\$51,950
9112	Meetings	\$14,599	\$2,725	12%	\$0	\$2,725	\$0	\$21,900
9122	Annual Leave	\$133,029	\$126,622	63%	\$0	\$126,622	\$0	\$199,551
9132	Public Holidays	\$66,514	\$54,441	55%	\$0	\$54,441	\$0	\$99,776
9142	Sick Leave	\$66,515	\$44,480	45%	\$0	\$44,480	\$0	\$99,776
9152	Superannuation	\$277,255	\$153,966	42%	\$0	\$153,966	\$0	\$365,893
9162	Workers Comp Ins	\$67,495	\$73,534	109%	\$0	\$73,534	\$0	\$67,495
9172	Staff Functions	\$2,682	\$3,366	84%	\$0	\$3,366	\$0	\$4,023
9182	INSURANCE ON WORKS	\$6,963	\$5,720	82%	\$0	\$5,720	\$0	\$6,963
9192	Long Service Leave	\$193,161	\$17,188	8%	\$0	\$17,188	\$0	\$209,744
9202	Safety Equipment & P.P.E.	\$14,999	\$18,837	84%	\$0	\$18,837	\$0	\$22,500
9232	PWOH - NOVATED LEASE EXPENSES	\$22,238	\$8,982	27%	\$0	\$8,982	\$0	\$33,358
9262	Emp Insurances - Pwo	\$5,745	\$5,745	100%	\$0	\$5,745	\$0	\$5,745
9280	Cleaners - Annual Leave	\$3,933	\$2,956	50%	\$0	\$2,956	\$0	\$5,900
9281	Cleaners - Long Service Leave	\$2,100	\$794	25%	\$0	\$794	\$0	\$3,150
9282	Cleaners - Sick Leave	\$1,433	\$397	18%	\$0	\$397	\$0	\$2,150
9284	Cleaners - Public Holidays	\$2,100	\$795	25%	\$0	\$795	\$0	\$3,150
9286	Cleaners - Superannuation	\$3,500	\$1,573	30%	\$0	\$1,573	\$0	\$5,250
9254	Cleaners - Administration	\$5,800	\$3,230	37%	\$0	\$3,230	\$0	\$8,700
9302	Admin Realloc - Cash (Pwo)	\$265,757	\$220,758	55%	\$0	\$220,758	\$0	\$398,652
9332	Admin Non Cash Realloc (Pwo)	\$41,868	\$33,168	53%	\$0	\$33,168	\$0	\$62,805

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
9421	Small Items (Chainsaws, Mowers, etc)	\$2,207	\$0	0%	\$0	\$0	\$0	\$3,310
9422	Sundry Plant Recovery - Automatic Recoveries	\$13,333	\$12,281	61%	\$0	\$12,281	\$0	\$20,000
9312	Less Allocated To Works & Services	(\$1,450,506)	(\$1,104,760)	51%	\$0	(\$1,104,760)	\$0	(\$2,175,846)
Sub Total - PUBLIC WORKS O/HEADS OP/EXP		\$115,986	\$158,517		\$0	\$158,517	\$0	\$0
OPERATING INCOME								
9323	Sundry Misc Income - Pwo	\$0	\$0	0%	\$0	\$0	\$0	\$0
9233	PWOH - NOVATED LEASE CONTRIBUTION INCOME	(\$22,238)	(\$8,982)	27%	(\$8,982)	\$0	(\$33,358)	\$0
Sub Total - PUBLIC WORKS O/HEADS OP/INC		(\$22,238)	(\$8,982)		(\$8,982)	\$0	(\$33,358)	\$0
Total - PUBLIC WORKS OVERHEADS		\$93,748	\$149,536		(\$8,982)	\$158,517	(\$33,358)	\$0

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
PLANT OPERATION COSTS								
OPERATING EXPENDITURE								
9372	Wages & Overheads	\$92,356	\$55,882	40%	\$0	\$55,882	\$0	\$138,540
9352	Tyres & Tubes	\$12,000	\$0	0%	\$0	\$0	\$0	\$18,000
9344	Vehicle Tracking	\$14,666	\$14,498	66%	\$0	\$14,498	\$0	\$22,000
9362	Parts,Ext Work & Sundries	\$76,868	\$96,514	84%	\$0	\$96,514	\$0	\$115,306
9382	Vehicles - Insurance	\$72,441	\$67,391	93%	\$0	\$67,391	\$0	\$72,441
9386	Vehicles - Licences	\$0	\$0	0%	\$0	\$0	\$0	\$0
9342	Fuels & Oils	\$249,990	\$92,872	25%	\$0	\$92,872	\$0	\$375,000
9363	Purchase of Tools	\$2,200	\$1,548	47%	\$0	\$1,548	\$0	\$3,300
9402	Less Poc Allocated To W. & S.	(\$496,371)	(\$463,408)	62%	\$0	(\$463,408)	\$0	(\$744,587)
021D	Depreciation (Sch 12)	\$264,506	\$223,579	56%	\$0	\$223,579	\$0	\$396,775
025D	Depreciation W/Back	(\$264,506)	(\$295,579)	74%	\$0	(\$295,579)	\$0	(\$396,775)
Sub Total - PLANT OPERATIONS COSTS OP/EXP		\$24,149	(\$206,702)		\$0	(\$206,702)	\$0	\$0
OPERATING INCOME								
9393	Income - Diesel Fuel Rebates	(\$16,666)	\$0	0%	\$0	\$0	(\$25,000)	\$0
012P	Profit On Sale Of Assets	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - PLANT OPERATIONS COSTS OP/INC		(\$16,666)	\$0		\$0	\$0	(\$25,000)	\$0
Total - PLANT OPERATIONS COSTS		\$7,483	(\$206,702)		\$0	(\$206,702)	(\$25,000)	\$0
MATERIALS AND STOCK								
OPERATING EXPENDITURE								
9452	Stock Variance A/C	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - MATERIALS AND STOCK		\$0	\$0		\$0	\$0	\$0	\$0
Total - MATERIALS AND STOCK		\$0	\$0		\$0	\$0	\$0	\$0

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	OTHER PROPERTY AND SERVICES							
	SALARIES AND WAGES							
	OPERATING EXPENDITURE							
9482	Salaries & Wages Drawn	\$3,014,859	\$3,317,957	73%	\$0	\$3,317,957	\$0	\$4,522,470
9492	Workers Compensation	\$33,332	\$27,015	54%	\$0	\$27,015	\$0	\$50,000
9512	Salary & Wage Alloc To W. & S.	(\$3,014,859)	(\$3,219,133)	71%	\$0	(\$3,219,133)	\$0	(\$4,522,470)
	Sub Total - SALARIES AND WAGES OP/EXP	\$33,332	\$125,839		\$0	\$125,839	\$0	\$50,000
	OPERATING INCOME							
9493	Workers Compensation Income	(\$39,998)	(\$26,858)	45%	(\$26,858)	\$0	(\$60,000)	\$0
	Sub Total - SALARIES AND WAGES OP/INC	(\$39,998)	(\$26,858)		(\$26,858)	\$0	(\$60,000)	\$0
	Total - SALARIES AND WAGES	(\$6,666)	\$98,981		(\$26,858)	\$125,839	(\$60,000)	\$50,000

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
	UNCLASSIFIED							
	OPERATING EXPENDITURE							
9572	Land Survey & Leasing	\$2,333	\$0	0%	\$0	\$0	\$0	\$3,500
9682	Misc Expenses-Other Property	\$3,263	\$2,413	67%	\$0	\$2,413	\$0	\$3,596
024D	Depreciation on Assets	\$12,066	\$11,981	66%	\$0	\$11,981	\$0	\$18,100
	Sub Total - UNCLASSIFIED OP/EXP	\$17,662	\$14,394		\$0	\$14,394	\$0	\$25,196
	OPERATING INCOME							
9626	Sundry Misc Income - Other Property	\$0	(\$16,229)	0%	(\$16,229)	\$0	\$0	\$0
9627	Sundry Inc - Insurance Premium Refund	\$0	\$0	0%	\$0	\$0	\$0	\$0
9683	Lease Of Ksc Properties	(\$17,533)	(\$2,000)	8%	(\$2,000)	\$0	(\$26,300)	\$0
9695	Recoverable Costs Income	(\$1)	(\$1,783)	178283%	(\$1,783)	\$0	(\$1)	\$0
	Sub Total - UNCLASSIFIED OP/INC	(\$17,533)	(\$20,011)		(\$20,011)	\$0	(\$26,301)	\$0
	Total - UNCLASSIFIED	\$129	(\$5,617)		(\$20,011)	\$14,394	(\$26,301)	\$25,196
	Total - OTHER PROPERTY AND SERVICES	\$94,693	\$35,280		(\$69,951)	\$105,231	(\$155,143)	\$85,680

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
FUND TRANSFERS								
EXPENDITURE								
	Tfr to Employee Leave Res.	\$5,866	\$5,159	15%	\$0	\$5,159	\$0	\$34,634
	Transfer To Plant Res.	\$1,591	\$5,241	220%	\$0	\$5,241	\$0	\$2,387
	Transfer to Springhaven Lodge Res.	\$0	\$400,000	0%	\$0	\$400,000	\$0	\$0
	Transfer to Low Income Housing Res.	\$2,013	\$1,767	59%	\$0	\$1,767	\$0	\$3,020
	Transfer to Sporting Facility Res.	\$1,513	\$1,327	58%	\$0	\$1,327	\$0	\$2,270
	Transfer to Landfill Waste Mgmt Res.	\$1,931	\$1,694	58%	\$0	\$1,694	\$0	\$2,897
	Transfer to Community Grants Res.	\$237	\$206	58%	\$0	\$206	\$0	\$355
	Transfer To Independent Living Units Res.	\$3,817	\$3,348	58%	\$0	\$3,348	\$0	\$5,725
	Transfer to Natural Resource Mgmt Res.	\$2,350	\$2,062	59%	\$0	\$2,062	\$0	\$3,525
	Transfer To Swimming Pool Res.	\$976	\$857	59%	\$0	\$857	\$0	\$1,464
	Transfer to Kodja Place Building Res.	\$425	\$373	59%	\$0	\$373	\$0	\$637
	Transfer to Sporting Complex Building Upgrade Res.	\$0	\$24	58%	\$0	\$24	\$0	\$41
	Transfer to Netball Court Surfacing Res.	\$0	\$21	0%	\$0	\$21	\$0	\$0
New	Transfer to Asset Acquisiton & Replacement Reserve				\$0	\$0	\$0	\$100,000
Sub Total - TRANSFERS TO RESERVE		\$20,719	\$422,080		\$0	\$422,080	\$0	\$156,955
INCOME								
	Transfer from Employee Reserve	\$0	\$0	0%	\$0	\$0	\$0	\$0
	Transfer from Plant Reserve	\$0	\$0	0%	\$0	\$0	\$0	\$0
	Transfer from Springhaven Lodge Res	\$0	(\$4,095,000)	0%	(\$4,095,000)	\$0	\$0	\$0
	Transfer from Swimming Pool Res.	\$0	\$0	0%	\$0	\$0	\$0	\$0
Sub Total - TRANSFERS FROM RESERVE		\$0	(\$4,095,000)		(\$4,095,000)	\$0	\$0	\$0
Total - TRANSFERS		\$20,719	(\$3,672,920)		(\$4,095,000)	\$422,080	\$0	\$156,955
Total - FUND TRANSFER		\$20,719	(\$3,672,920)		(\$4,095,000)	\$422,080	\$0	\$156,955

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	NEW - (Surplus) / Deficit - Opening 1 July	(\$2,619,834)	(\$3,200,112)		(\$3,200,112)	\$0	(\$2,619,834)	\$0
	Sub Total - SURPLUS C/FWD	(\$2,619,834)	(\$3,200,112)		(\$3,200,112)	\$0	(\$2,619,834)	\$0
	Total - SURPLUS	(\$2,619,834)	(\$3,200,112)		(\$3,200,112)	\$0	(\$2,619,834)	\$0
	LIABILITY LOANS - PRINCIPAL REPAYMENT							
	EXPENDITURE							
New	Loan 150 - Communications tower	\$33,179	\$16,589	33%	\$0	\$16,589	\$0	\$50,333
New	Loan 137 - Medical Centre	\$8,850	\$8,851	100%	\$0	\$8,851	\$0	\$8,850
New	Loan 135 - Bagg St House	\$5,174	\$5,174	50%	\$0	\$5,174	\$0	\$10,428
New	Loan 139 - Aged Units	\$10,244	\$10,244	100%	\$0	\$10,244	\$0	\$10,244
New	Loan 140 - Staff Housing	\$61,323	\$61,323	100%	\$0	\$61,323	\$0	\$61,323
New	Loan 138 - GROH Housing	\$114,210	\$114,210	100%	\$0	\$114,210	\$0	\$114,210
New	Loan 144 - Staff Housing	\$5,472	\$10,996	100%	\$0	\$10,996	\$0	\$10,996
New	Loan 145 - GROH Housing	\$5,472	\$10,996	100%	\$0	\$10,996	\$0	\$10,996
New	Loan 148 - Staff Housing renovations	\$7,812	\$7,812	50%	\$0	\$7,812	\$0	\$15,731
New	Loan 134 - Sports Complex	\$9,345	\$18,465	98%	\$0	\$18,465	\$0	\$18,921
New	Loan 136 - Sports Complex Wall	\$5,017	\$5,017	50%	\$0	\$5,017	\$0	\$10,083
New	Loan 143 - Netball Courts & Roof	\$27,473	\$55,342	100%	\$0	\$55,342	\$0	\$55,342
New	Loan 142 - Oval Lighting	\$12,421	\$12,421	50%	\$0	\$12,421	\$0	\$24,931
New	Loan 146 - Harrison Place Toilets & Park	\$17,864	\$17,864	50%	\$0	\$17,864	\$0	\$36,078
New	Loan 149 - Harrison Place Toilets & Park	\$16,589	\$33,179	132%	\$0	\$33,179	\$0	\$25,166
New	Loan 141 - Airstrip Lighting	\$10,311	\$10,311	100%	\$0	\$10,311	\$0	\$10,311
New	Loan 147 - Land Development	\$17,242	\$17,242	50%	\$0	\$17,242	\$0	\$34,823
	Sub Total - LOAN REPAYMENTS	\$367,998	\$416,036		\$0	\$416,036	\$0	\$508,766
	INCOME							
New	Loan 133 - Kojonup Bowls Club S/S Principal Repayment	\$0	\$0		\$0	\$0	\$0	\$0
	Sub-Total - LOAN PRINCIPAL REIMBURSEMENTS				\$0	\$0	\$0	\$0
	Total - NON CURRENT LIABILITIES	\$367,998	\$416,036		\$0	\$416,036	\$0	\$508,766

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
	NEW LOANS RAISED							
	INCOME							
	Sub Total - New Loans Raised	\$0	\$0		\$0	\$0	\$0	\$0
	Total - NEW LOANS - CURRENT LIABILITIES	\$0	\$0		\$0	0	\$0	\$0
	NON CASH ITEMS EXCLUDED FROM OPERATING ACTIVITIES							
	Depreciation Written Back	(\$3,091,589)	(\$3,534,042)		\$0	(\$3,534,042)	\$0	(\$4,637,570)
	Profit on Sale of Assets Written Back	\$0	\$71,000		\$71,000	\$0	\$0	\$0
	Write back on Land held for Resale	\$0	\$63,458		\$0	\$63,458	\$0	\$0
	Movement in Springhaven Lodge Bonds Reserve Bank Account	\$0	\$3,695,000		\$3,695,000	\$0	\$0	\$0
	Movement in Doubtful Debts	\$0	\$0		\$0	\$0	\$0	(\$2,000)
	Sub Total - DEPRECIATION WRITTEN BACK	(\$3,091,589)	\$295,416		\$3,766,000	(\$3,470,584)	\$0	(\$4,639,570)
	Total - NON CASH ITEMS	(\$3,091,589)	\$295,416		\$3,766,000	(\$3,470,584)	\$0	(\$4,639,570)

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
 And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	FURNITURE AND EQUIPMENT							
	GOVERNANCE - CAPITAL EXPENDITURE							
C137	ICT Plan Implementation	\$200,000	\$90,946	20%	\$0	\$90,946	\$0	\$450,000
	Sub Total - CAPITAL WORKS	\$200,000	\$90,946		\$0	\$90,946	\$0	\$450,000
	Total - GOVERNANCE	\$200,000	\$90,946		\$0	\$90,946	\$0	\$450,000
	Total - FURNITURE AND EQUIPMENT	\$200,000	\$90,946		\$0	\$90,946	\$0	\$450,000

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
 And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	LAND HELD FOR RESALE							
	COMMUNITY AMENITIES							
	CAPITAL EXPENDITURE							
C310	Subdivision Construction	\$0	\$13,333	0%	\$0	\$13,333	\$0	\$0
	Sub Total - CAPITAL WORKS	\$0	\$13,333		\$0	\$13,333	\$0	\$0
	Total- COMMUNITY AMENITIES	\$0	\$13,333		\$0	\$13,333	\$0	\$0
	Total - LAND	\$0	\$13,333		\$0	\$13,333	\$0	\$0

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
 And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	BUILDINGS							
	EDUCATION & WELFARE - CAPITAL EXPENDITURE							
C441	Old School - Re-Roof	\$1,994	\$0	0%	\$0	\$0	\$0	\$1,994
	Sub Total - CAPITAL WORKS	\$1,994	\$0		\$0	\$0	\$0	\$1,994
	TOTAL - EDUCATION & WELFARE	\$1,994	\$0		\$0	\$0	\$0	\$1,994

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	BUILDINGS							
	HOUSING - CAPITAL EXPENDITURE							
C157	CEO Residence - 13/15 Loton Close	\$0	\$0	0%	\$0	\$0	\$0	\$80,000
C156	Staff - 30 Katanning Road	\$0	\$7,269	24%	\$0	\$7,269	\$0	\$30,000
C313	Jean Sullivan Units	\$0	\$0	0%	\$0	\$0	\$0	\$10,000
C145	Loton Close Units	\$0	\$0	0%	\$0	\$0	\$0	\$10,000
	Sub Total - CAPITAL WORKS	\$0	\$7,269		\$0	\$7,269	\$0	\$130,000
	Total - HOUSING	\$0	\$7,269		\$0	\$7,269	\$0	\$130,000
	BUILDINGS							
	COMMUNITY AMENITIES - CAPITAL EXPENDITURE							
C442	Mens Shed - Construction of New	\$323,768	\$341,980	106%	\$0	\$341,980	\$0	\$323,768
	Sub Total - CAPITAL WORKS	\$323,768	\$341,980		\$0	\$341,980	\$0	\$323,768
	Total - COMMUNITY AMENITIES	\$323,768	\$341,980		\$0	\$341,980	\$0	\$323,768

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	BUILDINGS							
	RECREATION AND CULTURE - CAPITAL EXPENDITURE							
C198	Historic Buildings - Capital Improvement	\$0	\$0	0%	\$0	\$0	\$0	\$35,000
C105	Memorial Hall Capital Expenditure	\$0	\$0	0%	\$0	\$0	\$0	\$30,000
C295	SWIMMING POOL BUILDINGS CAPITAL EXPENDITURE	\$30,000	\$0	0%	\$0	\$0	\$0	\$30,000
C408	Harrison Place Toilets & Park	\$10,000	\$0	0%	\$0	\$0	\$0	\$10,000
	Sub Total - CAPITAL WORKS	\$40,000	\$0		\$0	\$0	\$0	\$105,000
	Total - RECREATION AND CULTURE	\$40,000	\$0		\$0	\$0	\$0	\$105,000
	BUILDINGS							
	ECONOMIC SERVICES - CAPITAL EXPENDITURE							
C177	Kodja Place Capital Expenditure	\$0	\$0	0%	\$0	\$0	\$0	\$20,000
C349	Black Cockatoo Café Capital Expenditure	\$25,000	\$3,479	14%	\$0	\$3,479	\$0	\$25,000
	Sub Total - CAPITAL WORKS	\$25,000	\$3,479		\$0	\$3,479	\$0	\$45,000
	Total - ECONOMIC SERVICES	\$25,000	\$3,479		\$0	\$3,479	\$0	\$45,000
	Total - BUILDINGS	\$390,762	\$352,728		\$0	\$352,728	\$0	\$605,762

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	YEAR TO DATE 28 FEBRUARY 2025		% of Annual Budget	ACTUAL 28 FEBRUARY 2025		ADOPTED BUDGET 2024-25	
		Budget	Actual		Income	Expense	Income	Expense
	PLANT AND EQUIPMENT							
	RECREATION AND CULTURE							
	CAPITAL EXPENDITURE							
C158	Swimming Pool Equipment	\$0	\$11,895	0%	\$0	\$11,895	\$0	\$0
	Sub Total - CAPITAL WORKS	\$0	\$11,895		\$0	\$11,895	\$0	\$0
	Total - RECREATION AND CULTURE	\$0	\$11,895		\$0	\$11,895	\$0	\$0
	PLANT AND EQUIPMENT							
	TRANSPORT							
	CAPITAL EXPENDITURE							
7604	Major Plant Purchases	\$285,000	\$60,952	21%	\$0	\$60,952	\$0	\$285,000
C162	Major Plant Repairs - Fuel Pump System	\$7,490	\$0	0%	\$0	\$0	\$0	\$7,490
C404	Signage - Electronic Speed Signs	\$0	\$0	0%	\$0	\$0	\$0	\$0
	Sub Total - CAPITAL WORKS	\$292,490	\$60,952		\$0	\$60,952	\$0	\$292,490
	Total - TRANSPORT	\$292,490	\$60,952		\$0	\$60,952	\$0	\$292,490
	Total - PLANT AND EQUIPMENT	\$292,490	\$72,847		\$0	\$72,847	\$0	\$292,490

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB		Budget	Actual		Budget	Income	Expense	Income	Expense
INFRASTRUCTURE ASSETS - ROAD RESERVES										
CAPITAL EXPENDITURE										
Roads to Recovery Projects										
C453	CJ453	Seal - Balgarup Road	\$0	\$729	0%		\$0	\$729	\$0	\$0
C500	CJ500	RTR - Tone Road - Failure 1	\$0	\$20,789	23%		\$0	\$20,789	\$0	\$90,000
C505	CJ505	RTR - Tone Road - Failure 2	\$0	\$0	0%		\$0	\$0	\$0	\$55,000
C506	CJ506	RTR - Tone Road - Failure 3	\$0	\$0	0%		\$0	\$0	\$0	\$70,000
C507	CJ507	RTR - Spring Street Asphalt	\$174,250	\$0	0%		\$0	\$0	\$0	\$347,350
C508	CJ508	RTR - Misson Road Floodway	\$0	\$0	0%		\$0	\$0	\$0	\$20,000
C509	CJ509	RTR - Soldier Road - Asphalt	\$14,250	\$0	0%		\$0	\$0	\$0	\$75,000
C510	CJ510	RTR - Wanwindup South Road Culvert	\$0	\$2,857	11%		\$0	\$2,857	\$0	\$25,000
C511	CJ511	RTR - Qualeup South Road Failure Repairs	\$22,505	\$17,952	51%		\$0	\$17,952	\$0	\$35,000
C512	CJ512	RTR - Newton Street Reseal	\$0	\$0	0%		\$0	\$0	\$0	\$44,000
C501	CJ501	Ballock Road - RTR	\$0	\$3,638	0%		\$0	\$3,638	\$0	\$0
7424	R2R40(	R2R - Balgarup Road Tree Pruning Works	\$0	\$28,918	0%		\$0	\$28,918	\$0	\$0
RRG Projects										
C417	CJ417	Widening - Shamrock Road 23/24 C/Over	\$383,920	\$229,636	60%		\$0	\$229,636	\$0	\$383,920
C436	CJ436	Widening - Shamrock Road 24/25	\$690,000	\$286,517	42%		\$0	\$286,517	\$0	\$690,000
C227	CJ227	Broomehill Road Failure Repairs	\$45,000	\$0	0%		\$0	\$0	\$0	\$45,000
C450	CJ450	Widening - Tambellup West Road	\$253,062	\$75,664	30%		\$0	\$75,664	\$0	\$255,000
C319	CJ319	Bitumen Reseal - Kojonup-Frankland Road	\$128,100	\$50,501	24%		\$0	\$50,501	\$0	\$210,000
C320	CJ320	Bitumen Reseal - Kojonup Darkan Road	\$85,800	\$23,243	12%		\$0	\$23,243	\$0	\$195,000
C460	CJ460	Road Widening - Jingalup Rd 22/23	\$100,800	\$20,041	10%		\$0	\$20,041	\$0	\$210,000
C463	CJ463	Kojonup Darkan Shoulder Blackspot	\$229,774	\$219,467	96%		\$0	\$219,467	\$0	\$229,774
Commodity Route Projects										
C079	CJ079	Reillys Creek Road - Gravel Sheet	\$0	\$13,748	5%		\$0	\$13,748	\$0	\$255,000
Municipal Fund Projects										
C055	CJ055	Newton Street Kerbing	\$0	\$0	0%		\$0	\$0	\$0	\$26,000
Sub Total - CAPITAL WORKS			\$2,127,461	\$993,916			\$0	\$993,916	\$0	\$3,261,044
Total - ROADS			\$2,127,461	\$993,916			\$0	\$993,916	\$0	\$3,261,044
Total - INFRASTRUCTURE ASSETS ROAD RESERVES			\$2,127,461	\$993,916			\$0	\$993,916	\$0	\$3,261,044

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB		Budget	Actual	Budget	Income	Expense	Income	Expense
INFRASTRUCTURE - FOOTPATHS									
C174	CJ174	Footpath - Newton Street	\$11,250	\$1,133	3%	\$0	\$1,133	\$0	\$35,000
Sub Total - CAPITAL WORKS			\$11,250	\$1,133		\$0	\$1,133	\$0	\$35,000
Total - INFRASTRUCTURE ASSETS FOOTPATHS			\$11,250	\$1,133		\$0	\$1,133	\$0	\$35,000
INFRASTRUCTURE - PARKS - CAPITAL EXPENDITURE									
RECREATION & CULTURE									
C357		Apex Park Playground	\$0	\$39,010	0%	\$0	\$39,010	\$0	\$0
C274	CJ274	Sporting Complex - Netball Court Project	\$26,520	\$29,808	112%	\$0	\$29,808	\$0	\$26,520
6764		Showgrounds Capital Expenditure	\$30,000	\$27,507	92%	\$0	\$27,507	\$0	\$30,000
6774		The Spring Reserve Capital Expenditure	\$30,000	\$0	0%	\$0	\$0	\$0	\$50,000
Sub-Total - CAPITAL WORKS			\$86,520	\$96,325		\$0	\$96,325	\$0	\$106,520
Total - RECREATION & CULTURE			\$86,520	\$96,325		\$0	\$96,325	\$0	\$106,520
Total - INFRASTRUCTURE PARKS			\$86,520	\$96,325		\$0	\$96,325	\$0	\$106,520

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Budget	Actual	Budget	Income	Expense	Income	Expense
	OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE							
	LAW, ORDER & PUBLIC SAFETY							
C138	Bushfire Repeater Tower	\$0	\$62,961	0%	\$0	\$62,961	\$0	\$0
2885	CCTV Capital Expenditure	\$267,000	\$135,800	51%	\$0	\$135,800	\$0	\$267,000
	Sub-Total - CAPITAL WORKS	\$267,000	\$198,761		\$0	\$198,761	\$0	\$267,000
	Total - LAW, ORDER & PUBLIC SAFETY	\$267,000	\$198,761		\$0	\$198,761	\$0	\$267,000
	OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE							
	COMMUNITY AMENITIES							
C355	Town Furniture	\$13,200	\$2,193	11%	\$0	\$2,193	\$0	\$20,000
C407	Refuse Site Development	\$0	\$0	0%	\$0	\$0	\$0	\$115,250
	Sub Total - CAPITAL WORKS	\$13,200	\$2,193		\$0	\$2,193	\$0	\$135,250
	Total - OTHER COMMUNITY AMENITIES	\$13,200	\$2,193		\$0	\$2,193	\$0	\$135,250
	OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE							
	ECONOMIC SERVICES							
C054	Promotional Signage	\$0	\$0	0%	\$0	\$0	\$0	\$60,000
	Sub Total - CAPITAL WORKS	\$0	\$0		\$0	\$0	\$0	\$60,000
	Total - ECONOMIC SERVICES	\$0	\$0		\$0	\$0	\$0	\$60,000
	Total - INFRASTRUCTURE ASSETS - OTHER	\$280,200	\$200,955	\$0	\$0	\$200,955	\$0	\$462,250
	GRAND TOTALS	(\$1,675,026)	(\$3,504,962)		(\$12,775,859)	\$9,270,896	(\$14,576,360)	\$14,576,360

SHIRE OF KOJONUP

Detailed February 2025 Creditors List

Cheque Payments 1/2/25-28/2/25				
Chq/EFT	Date	Name	Description	Amount
14397	05/02/2025	Water Corporation	Water	-226.73
9011484777 JAN	10/01/2025	Water Corporation	Trade waste - Truck wash bay 12/9/24-5/12/24	226.73
				226.73
EFT Payments 1/2/25-28/2/25				
EFT35589	05/02/2025	Air Liquide	Cylinder rental	-26.06
KQ2468	31/12/2024	Air Liquide	Cylinder Fee December 2024,	26.06
EFT35590	05/02/2025	Australia Post	Postage	-385.46
1013724502	03/01/2025	Australia Post	Postage & Freight December 2024	385.46
EFT35591	05/02/2025	Hi-Way Sales & Service	ULP	-66.49
265793	20/12/2024	Hi-Way Sales & Service	17.93L ULP @ \$1.87	33.51
265847	21/12/2024	Hi-Way Sales & Service	5.45 L ULP @ \$1.87/L	10.19
266517	20/01/2025	Hi-Way Sales & Service	12L ULP @ \$1.90/L	22.79
EFT35592	05/02/2025	Carony Pty Ltd	Hardware	-167.35
03-147053	10/12/2024	Carony Pty Ltd	Rapid set cement 40kg, laminating pouches	36.15
01-246980	10/12/2024	Carony Pty Ltd	20kg rapid set cement	12.35
03-147725	19/12/2024	Carony Pty Ltd	Survey marker 350g x 3	24.60
03-147758	19/12/2024	Carony Pty Ltd	paint & paint roller	94.25
EFT35593	05/02/2025	Shire Of Katanning	Refuse Site Fees	-8021.20
47740	31/12/2024	Shire Of Katanning	Shire of Katanning - Refuse Site Fees Dec 2024	8021.20
EFT35594	05/02/2025	Kojonup Tyre Service	Tyre repairs	-880.44
INV-12341	21/01/2025	Kojonup Tyre Service	Fit new steer tyre	880.44
EFT35595	05/02/2025	Shire of Cranbrook	Cranbrook Shire	-5544.98
6767	10/01/2025	Shire of Cranbrook	CESM Oct - Dec 2024	5544.98
EFT35596	05/02/2025	Team Global Express Pty Ltd	Freight	-198.63
0573-S104118	22/12/2024	Team Global Express Pty Ltd	Freight - swimming pool samples	71.70
0574-S104118	12/01/2025	Team Global Express Pty Ltd	Freight	110.47
0384-80774145	12/01/2025	Team Global Express Pty Ltd	Freight - mechanical parts	16.46
EFT35597	05/02/2025	Optus Billing Services Pty Ltd	Telephone	-372.00
484385356	10/01/2025	Optus Billing Services Pty Ltd	Phone Loop KP 10/12/24-9/1/25	372.00
EFT35598	05/02/2025	Grande Food Service	Food & dry goods	-2634.32
4244060	29/01/2025	Grande Food Service	Food & cleaning supplies for Black Cockatoo	1997.88
4244059	29/01/2025	Grande Food Service	Food supplies for Black Cockatoo	369.77
4244052	29/01/2025	Grande Food Service	Vegetables for Black Cockatoo	266.67
EFT35599	05/02/2025	Leaf Bean Machine	Coffee service & supplies	-1981.25
133057	06/01/2025	Leaf Bean Machine	Coffee service & supplies - Black Cockatoo Café	65.50
133407	20/01/2025	Leaf Bean Machine	Coffee service & supplies - Black Cockatoo Café	1238.91
133625	28/01/2025	Leaf Bean Machine	Coffee service & supplies - Black Cockatoo Café	676.84
EFT35600	05/02/2025	JTB Japanese Trucks & Bus Spares	Mechanical parts	-236.70
557526	25/10/2024	JTB Japanese Trucks & Bus Spares	Fuel cap & rear brake booster	236.70
EFT35601	05/02/2025	WA Contract Ranger Services	Ranger	-2090.00
6050	18/01/2025	WA Contract Ranger Services	WA Ranger Services 7/1/25-14/1/25	2090.00
EFT35602	05/02/2025	DOR Trading Pty Limited T/A	Asphalt supplies	-2420.00
INV-1549	10/01/2025	DOR Trading Pty Limited T/A	50 x 20kg bags Asphalt & freight - Shamrock Road	2420.00
EFT35603	05/02/2025	Mathwin Transport	Freight	-100.98
6428	16/01/2025	Mathwin Transport	Freight - skid steer tracks	100.98
EFT35604	05/02/2025	Monarch Civil Ventures	Road building contractors	-71054.50
474	30/11/2024	Monarch Civil Ventures	Shoulder Widening Shamrock Road	33000.00
484	28/01/2025	Monarch Civil Ventures	4 days hire of positrak, shoulder master and 3x 6 wheel tippers with operators	38054.50
EFT35605	05/02/2025	Energy Wise Australia C&F Building Approvals	Building surveyor	-385.00
INV-6198	23/01/2025	Energy Wise Australia C&F Building Approvals	Rebecca Creighan - Building Surveyor - Issue of building permit Lumeah	385.00
EFT35606	05/02/2025	Mason's Family Farm	Eggs	-247.95
INV-14542	07/01/2025	Mason's Family Farm	Black Cockatoo Cafe Eggs	165.30
INV-14808	28/01/2025	Mason's Family Farm	Black Cockatoo Cafe Eggs	82.65
EFT35607	05/02/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Food supplies	-570.81
240384865	12/01/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Black Cockatoo Cafe Supplies	570.81
EFT35608	05/02/2025	Kane Dunkley-Cooper	Aquatic consulting	-770.00

1	24/11/2024	Kane Dunkley-Cooper	Swimming pool Chemical use, Testing Procedures, Safe operations & Winterization	770.00
EFT35609	05/02/2025	Liberty	Diesel supplier	-12376.70
FI17000138	03/02/2025	Liberty	7000L Diesel @ \$1.7681	12376.70
EFT35610	10/02/2025	Fresh Fields Management Mertome Village Pty Ltd	Springhaven Post Settlement Reconciliation	-6285.21
10022025	10/02/2025	Fresh Fields Management Mertome Village Pty Ltd	MT rate adjustment as per Hall & Prior workings	6285.21
EFT35611	12/02/2025	Hi-Way Sales & Service	Engineering	-1719.56
265907	24/12/2024	Hi-Way Sales & Service	2 x Ratchet straps, 2 x Trim line, 2 x muffler bandage, hook, , hammer hook, 6mm QF joiner, Bars bugs, 6m x 5mm galvanised chain, 8 x 1 1/2 bolts	381.6
266220	08/01/2025	Hi-Way Sales & Service	24.63L ULP @ \$1.88/L	46.28
266228	08/01/2025	Hi-Way Sales & Service	20.59L ULP @ \$1.88/L	38.70
266688	28/01/2025	Hi-Way Sales & Service	12.51L ULP @ \$1.92/L	24.00
266752	29/01/2025	Hi-Way Sales & Service	8.13 L ULP @ \$1.92/L	15.59
266759	30/01/2025	Hi-Way Sales & Service	hydrualic hose, fuel transfer pump for tank, 20kgs bucket of grease	1213.39
EFT35612	12/02/2025	Katanning Glazing & Security	Glazing	-431.20
INV-2126	13/01/2025	Katanning Glazing & Security	Re glaze sliding glass panel with 4mm clear glass and new rubbers- 2 Elverd street	431.20
EFT35613	12/02/2025	RENTOKIL INITIAL PTY LTD	Hygiene supplies	-990.00
98181425	27/01/2025	RENTOKIL INITIAL PTY LTD	6 x bio bin bases, 96 Bio Bin Cartridges	990.00
EFT35614	12/02/2025	Kojonup Auto Electrical Services	Auto Electrics	-888.15
20912	17/12/2024	Kojonup Auto Electrical Services	Kojonup Bush Fire brigade Radio battery	145.00
21103	09/01/2025	Kojonup Auto Electrical Services	2 new batteries	366.90
21089	13/01/2025	Kojonup Auto Electrical Services	Rewire Adblue Injector	134.70
21101	13/01/2025	Kojonup Auto Electrical Services	Rewire 12V/24V Convertor	236.55
21275	21/01/2025	Kojonup Auto Electrical Services	Auto Electrical Services	5.00
EFT35615	12/02/2025	Katanning Furnishings	Carpet laying	-3752.00
21668	10/01/2025	Katanning Furnishings	6 Elverd Street - Replace carpets, Lounge room, dining room and 2 bedrooms	3752.00
EFT35616	12/02/2025	Kojonup Supermarket	Groceries	-1931.90
37315 JAN 25	31/01/2025	Kojonup Supermarket	Groceries for Black Cockatoo January 2025	1483.96
1027 JAN 25	31/01/2025	Kojonup Supermarket	Swimming Pool Kiosk Jan 25	242.55
1027 JAN 2025	31/01/2025	Kojonup Supermarket	Councillors refreshments, Water, Admin groceries, Kindy cafe supplies, Insect spray BCC	205.39
EFT35617	12/02/2025	Kojonup Country Kitchen	Catering	-33.00
3075	06/02/2025	Kojonup Country Kitchen	staff refreshments	33.00
EFT35618	12/02/2025	Winc Australia Pty Ltd	Stationery	-493.04
9046351419	07/10/2024	Winc Australia Pty Ltd	Rubber Bands x2, Mounting tape x3, Whiteboard Markers, Avery Freindly Reminder Stickers, Post-It Sticky Notes x 2, Dividers A4 Manilla x7, Monthly Dividers A4 Manilla x7, Archive Box - Pack 5 x3, Office Tape x4, Tape Dispenser	244.88
9046353391	08/10/2024	Winc Australia Pty Ltd	SDS Wall Mount Poly File Box A4 stripes, Office Ballpoint Pen	248.16
EFT35619	12/02/2025	St Bernards School	Goods sold on consignment	-18.95
REQ 310125	03/02/2025	St Bernards School	Goods sold on consignment January 2025	18.95
EFT35620	12/02/2025	Miracle Recreation Equipment	Recreation equipment	-737.00
57912	20/01/2025	Miracle Recreation Equipment	Replace a rusted Megatoy Safety Panel identified in the Playground Inspections at the toddlers playground at Apex Park	737.00
EFT35621	12/02/2025	Kojonup Bus Service Swanhaven Pty Ltd	REFUND BOND FOR HIRE OF SPORT COMPLEX	-400.00
T204	12/02/2025	Kojonup Bus Service Swanhaven Pty Ltd	Kojonup Bus Service Complex Bond	400.00
EFT35622	12/02/2025	Patricia Bunny	Goods sold on consignment	-15.00
REQ 310125	03/02/2025	Patricia Bunny	Goods sold on consignment January 2025	15.00
EFT35623	12/02/2025	Warren Blackwood Waste	Waste removal	-36942.07
19601	01/02/2025	Warren Blackwood Waste	Apex Park & Kojonup Tourist Railway & Kodja Place - Front Lift bins- January 2025	725.00
19626	02/02/2025	Warren Blackwood Waste	Transfer Bulk Bins Waste & recycle January 2025	12414.52
19627	02/02/2025	Warren Blackwood Waste	Townsite Area Bins 240L, Travel costs, Recycling Bins	23802.55
EFT35624	12/02/2025	Daniel Glen Campbell	REFUND BOND FOR HIRE OF SPORT COMPLEX	-550.00
T226	12/02/2025	Daniel Glen Campbell	SPORTING COMPLEX HIRE	550.00
EFT35625	12/02/2025	JENNIFER MAY EGERTON - WARBURTON	Goods sold on consignment	-20.00
REQ 310125	03/02/2025	JENNIFER MAY EGERTON - WARBURTON	Goods sold on consignment January 2025	20.00
EFT35626	12/02/2025	The Perth Mint	Citizenship Medallion	-21.78
SO000654514	11/02/2025	The Perth Mint	2025 New Citizenship Base Metal Coin	21.78

EFT35627	12/02/2025	PFD Foodservices (Southway Distributors)	Food & dry goods	-1853.26
LO551290	15/01/2025	PFD Foodservices (Southway Distributors)	Black Cockatoo Cafe expenses	1861.35
LO493523	08/01/2025	PFD Foodservices (Southway Distributors)	Credfit note - Black Cockatoo Cafe expenses	-8.09
EFT35628	12/02/2025	William Warrick Riley	Goods sold on consignment	-25.00
REQ 310125	03/02/2025	William Warrick Riley	Goods sold on consignment January 2025	25.00
EFT35629	12/02/2025	MARGARET RAE HILL	Goods sold on consignment	-12.00
REQ 310125	03/02/2025	MARGARET RAE HILL	Goods sold on consignment January 2025	12.00
EFT35630	12/02/2025	Thea Commins Wholesale	Goods for sale	-704.79
28290	04/12/2024	Thea Commins Wholesale	Tea Towels, Aprons and bookmarks to sell at KP	704.79
EFT35631	12/02/2025	Dardanup Butchering Company	Meat supplies	-1576.10
BW389693	13/01/2025	Dardanup Butchering Company	Black Cockatoo Cafe meat supplies	396.31
BW390151	20/01/2025	Dardanup Butchering Company	Black Cockatoo Cafe meat supplies	1179.79
EFT35632	12/02/2025	Grande Food Service	Food	-2545.37
4244301	04/02/2025	Grande Food Service	Food supplies for Black Cockatoo	168.57
4244404	05/02/2025	Grande Food Service	Food supplies for Black Cockatoo	2376.80
EFT35633	12/02/2025	Leaf Bean Machine	Coffee supplies	-436.13
133764	03/02/2025	Leaf Bean Machine	Coffee service & supplies - Black Cockatoo Café	436.13
EFT35634	12/02/2025	JTB Japanese Trucks & Bus Spares	Mechanical parts	-1314.15
566532	09/01/2025	JTB Japanese Trucks & Bus Spares	Intercooler/turbo hose	1314.15
EFT35635	12/02/2025	Science and Nature Pty Ltd	Goods for sale	-1176.56
170848	03/12/2024	Science and Nature Pty Ltd	Finger puppets, playsets, stocking fillers for sale at KP	1176.56
EFT35636	12/02/2025	WA Contract Ranger Services	Contract ranger	-2090.00
6093	01/02/2025	WA Contract Ranger Services	WA Ranger 21 - 31 January 2025	2090.00
EFT35637	12/02/2025	ELECTRICAL CONSULTANCY WA	Elecrical consultant	-1897.50
INV-4379	22/01/2025	ELECTRICAL CONSULTANCY WA	Subdivision: Thornbury Close - Transformer design - final 50% for Western Power design application	1897.50
EFT35638	12/02/2025	Data#3 Limited	IT services	-313.56
SIN000262886	15/01/2025	Data#3 Limited	Microsoft 365 Business Premium - add licence 17/12/24-22/9/25	313.56
EFT35639	12/02/2025	Caroline Louise Highman	Goods sold on consignment	-225.00
REQ 310125	03/02/2025	Caroline Louise Highman	Goods sold on consignment January 2025	225.00
EFT35640	12/02/2025	3E Advantage Pty Ltd	Printing charges	-880.84
INV-145230-	31/01/2025	3E Advantage Pty Ltd	Printing Charges Jan 2025	880.84
EFT35641	12/02/2025	Pate's Press	Goods sold on consignment	-30.00
REQ 310125	03/02/2025	Pate's Press	Goods sold on consignment January 2025	30.00
EFT35642	12/02/2025	Mathwin Transport	Freight	-182.89
6455	21/01/2025	Mathwin Transport	Freight - pool chemicals	167.18
6476	21/01/2025	Mathwin Transport	Freight for machinery parts	15.71
EFT35643	12/02/2025	BGL Solutions PTY LTD	Garden Maintenance	-181.50
INV-0006972	04/02/2025	BGL Solutions PTY LTD	Garden Maintenance for 34 Katanning Road for Jan 2025	181.50
EFT35644	12/02/2025	Light Application Pty Ltd	Light service fees	-1188.00
INV/2025/00011	09/01/2025	Light Application Pty Ltd	LightPIN service fee - Town oval lights.	1188.00
EFT35645	12/02/2025	Oztrology Australian Greeting cards	Goods sold on consignment	-25.00
REQ 310125	03/02/2025	Oztrology Australian Greeting cards	Goods sold on consignment January 2025	25.00
EFT35646	12/02/2025	Fabric Covered Pots T/A Tammy McVee	Goods sold on consignment	-65.00
REQ 310125	03/02/2025	Fabric Covered Pots T/A Tammy McVee	Goods sold on consignment January 2025	65.00
EFT35647	12/02/2025	Jill Watkin	Goods sold on consignment January 2025	-102.50
REQ 310125	12/02/2025	Jill Watkin	Goods sold on consignment January 2025	102.50
EFT35648	12/02/2025	J B Lawn Care	Lawn maintenance	-132.00
786	08/01/2025	J B Lawn Care	15 Loton Close - CEO Residence - Lawn and garden care Jan 2025	132.00
EFT35649	12/02/2025	Monique Sackers T/A 3 Bridges Collections	Goods sold on consignment	-169.65
REQ 310125	03/02/2025	Monique Sackers T/A 3 Bridges Collections	Goods sold on consignment January 2025	169.65
EFT35650	12/02/2025	Du-wayne Lottering	Staff reimbursement	-141.17
REIM 220125	22/01/2025	Du-wayne Lottering	26 Kojonup-Katanning Rd - Towel railing, gate screws	141.17
EFT35651	12/02/2025	Kojonup Retravisoin	Electrical goods	-59.95
60003211	29/01/2025	Kojonup Retravisoin	Hand mixer for BCC	59.95
EFT35652	12/02/2025	Nature on Linen - Kaylene Shepherd	Goods sold on consignment	-15.00

REQ 310125	03/02/2025	Nature on Linen - Kaylene Shepherd	Goods sold on consignment January 2025	15.00
EFT35653	12/02/2025	Mason's Family Farm	Eggs	-165.30
INV-14478	31/12/2024	Mason's Family Farm	Eggs for Black Cockatoo Cafe	82.65
INV-14895	04/02/2025	Mason's Family Farm	Eggs for Black Cockatoo Cafe	82.65
EFT35654	12/02/2025	QHSE Integrated Solution (Skytrust)	WHS	-548.90
INV-37066	18/01/2025	QHSE Integrated Solution (Skytrust)	Skytrust - WHS Monthly subscription - February	548.90
EFT35655	12/02/2025	Blue Wren Park	Goods sold on consignment	-164.00
REQ 310125	03/02/2025	Blue Wren Park	Goods sold on consignment January 2025	164.00
EFT35656	12/02/2025	Anne McIntosh T/A Jacaranda and Pine	Goods sold on consignment	-20.00
REQ 310125	03/02/2025	Anne McIntosh T/A Jacaranda and Pine	Goods sold on consignment January 2025	20.00
EFT35657	12/02/2025	Scavenger Supplies Pty Ltd	Firefighting equipment	-1749.31
INV-21747	23/01/2025	Scavenger Supplies Pty Ltd	Bushfire Brigade - Thermal imaging camera	1749.31
EFT35658	12/02/2025	Farmlink Rural	Agricultural supplies	-30.00
255094	23/12/2024	Farmlink Rural	Error in previous invoice number 253923	30.00
EFT35659	12/02/2025	Tracey Reeves - trading as Wonky Wombat	Goods sold on consignment	-80.00
REQ 310125	03/02/2025	Tracey Reeves - trading as Wonky Wombat	Goods sold on consignment January 2025	80.00
EFT35660	12/02/2025	ThinkPlace Pty Ltd	RETURN OF BOND FOR HIRE OF SPORT COMPLEX	-400.00
T233	12/02/2025	ThinkPlace Pty Ltd	Sporting Complex Bond - Workshop	400.00
EFT35661	17/02/2025	Payroll Deductions - Shire of Kojonup	Payroll deductions	-1191.37
DEDUCTION	11/02/2025	Payroll Deductions - Shire of Kojonup	Payroll Deduction	1078.00
DEDUCTION	11/02/2025	Payroll Deductions - Shire of Kojonup	Payroll Deduction	113.37
EFT35662	17/02/2025	Child Support Agency	Payroll deductions	-439.95
DEDUCTION	11/02/2025	Child Support Agency	Payroll Deduction	439.95
EFT35663	17/02/2025	Australian Services Union (LGO)	Payroll deductions	-26.50
DEDUCTION	11/02/2025	Australian Services Union (LGO)	Payroll Deduction	26.50
EFT35664	17/02/2025	Australian Services Union (MEU)	Payroll deductions	-177.50
DEDUCTION	11/02/2025	Australian Services Union (MEU)	Payroll Deduction	177.50
EFT35665	19/02/2025	Jason Sign Makers	Guide posts	-8769.86
42681	26/11/2024	Jason Sign Makers	Widening Shamrock Road - 300 x guide posts, 40 x yellow posts, 40 x steel galvanised posts & freight	8769.86
EFT35666	19/02/2025	Air Liquide	Cylinder Fee 31 days 1/10/24-31/10/24	-26.06
ZX3341	31/10/2024	Air Liquide	Cylinder Fee 31 days 1/10/24-31/10/24,	26.06
EFT35667	19/02/2025	Hi-Way Sales & Service	Fuel	-73.16
266953	05/02/2025	Hi-Way Sales & Service	18.93L ULP @ \$1.92/L	36.33
267032	06/02/2025	Hi-Way Sales & Service	19.19L ULP @ \$1.92/L	36.83
EFT35668	19/02/2025	Kojonup Agricultural Supplies	Agricultural supplies	-2584.99
10235727	23/01/2025	Kojonup Agricultural Supplies	Adblue 1000L @ \$1.93499	1934.99
10235732	23/01/2025	Kojonup Agricultural Supplies	STIHL HT56 Pole Pruner	650.00
EFT35669	19/02/2025	Carony Pty Ltd	Hardware	-919.45
03-147759	19/12/2024	Carony Pty Ltd	Paint supplies for Mens Shed	94.75
03-148716	02/01/2025	Carony Pty Ltd	pipe fittings for rose maze reticulation - PVC Joiner 50mm, clamp Hose worm drive 25-40mm	25.00
03-149053	07/01/2025	Carony Pty Ltd	20kg rapidset cement	12.35
03-149066	07/01/2025	Carony Pty Ltd	1 x 20L liquid chlorine	62.50
03-149032	07/01/2025	Carony Pty Ltd	Black markers & diary - cleaners	30.90
03-149495	14/01/2025	Carony Pty Ltd	1 x 20L liquid chlorine	62.50
03-149607	15/01/2025	Carony Pty Ltd	1 x 20L liquid chlorine	62.50
03-149608	15/01/2025	Carony Pty Ltd	Hasp & staple locking 100mm	26.50
03-149567	15/01/2025	Carony Pty Ltd	Ratchet caulking gun & Liquid nail - instant hold 290 mL	29.00
03-149704	16/01/2025	Carony Pty Ltd	2 x 20L Chlorine,	125.00
03-149774	17/01/2025	Carony Pty Ltd	Electric timer for rose maze pump	29.50
03-149971	21/01/2025	Carony Pty Ltd	2 x 5L liquid chlorine	41.00
01-247835	25/01/2025	Carony Pty Ltd	Rodent trap and bait	70.95
01-247873	29/01/2025	Carony Pty Ltd	Powerboard 6 outlet surge - Property Office	36.25
03-150426	29/01/2025	Carony Pty Ltd	Indoor broom	59.25
03-150447	29/01/2025	Carony Pty Ltd	2 x 20L liquid chlorine	125.00
03-150520	30/01/2025	Carony Pty Ltd	Large plunger for BCC	26.50

EFT35670	19/02/2025	Kojonup Tyre Service	Tyre service	-1751.09
INV-12455	05/02/2025	Kojonup Tyre Service	new steering tyre, 2 new steering tyres	1751.09
EFT35671	19/02/2025	Great Southern Fuel Supplies Katanning	Diesel supplies	-12397.00
D2204661	16/01/2025	Great Southern Fuel Supplies Katanning	7000L Diesel @ \$1.771/L	12397.00
EFT35672	19/02/2025	Synergy - Street Lights	Electricity	-5235.54
2026348589	03/02/2025	Synergy - Street Lights	Street lighting	5235.54
EFT35673	19/02/2025	CGS ENGINEERS	Engineering	-879.99
27111	21/01/2025	CGS ENGINEERS	Water Fountain screen	879.99
EFT35674	19/02/2025	Kojonup Bus Service Swanhaven Pty Ltd	Bus hire	-220.00
4500	04/02/2025	Kojonup Bus Service Swanhaven Pty Ltd	Bus Hire KO834 1/2/25 for Boys On Country Grant money to come from WКСN	220.00
EFT35675	19/02/2025	Team Global Express Pty Ltd	Freight	-122.95
05735104118	22/12/2024	Team Global Express Pty Ltd	Freight for goods to be sold	81.66
0385-80774145	26/01/2025	Team Global Express Pty Ltd	Freight - road signs	41.29
EFT35676	19/02/2025	Optus Billing Services Pty Ltd	Telephone	-332.40
486256463	20/01/2025	Optus Billing Services Pty Ltd	Internet charges for Admin, Swimming pool, Kodja place, Springhaven, Depot	332.40
EFT35677	19/02/2025	Public Transport Authority	Bus tickets	-159.14
301124	30/11/2024	Public Transport Authority	Bus tickets for month ending 30 November 2024	159.14
EFT35678	19/02/2025	LANDGATE	Land valuations	-94.36
400650	21/01/2025	LANDGATE	Rural UV interim valuation x 2	94.36
EFT35679	19/02/2025	PFD Foodservices (Southway Distributors)	Food & Dry goods	-2321.35
LO619246	22/01/2025	PFD Foodservices (Southway Distributors)	Black Cockatoo Cafe Food & Bathroom supplies	2287.25
LO619228	22/01/2025	PFD Foodservices (Southway Distributors)	Pool Kiosk Jan 2025	34.10
EFT35680	19/02/2025	William Warrick Riley	Boys on Country	-300.00
REQ 10/1/25	14/02/2025	William Warrick Riley	Provide language lesson, message stick workshop, story telling, supervision	300.00
EFT35681	19/02/2025	Christie Leanne McVee	Goods sold on Consignment	-60.00
REQ 31/1/24	12/02/2025	Christie Leanne McVee	Goods sold on Consignment - January	60.00
EFT35682	19/02/2025	KODJA PLACE COMMUNITY FUND INC.	Goods sold on Consignment	-13.00
REQ 31/1/25	12/02/2025	KODJA PLACE COMMUNITY FUND INC.	Goods sold on Consignment - January	13.00
EFT35683	19/02/2025	Amity Settlements	Rates refund for assessment A5942 5-7 Honner St	-801.50
A5942	12/02/2025	Amity Settlements	Rates refund for assessment A5942 5-7 Honner St	801.50
EFT35684	19/02/2025	Premier Smash Repairs	Smash repairs	-1263.34
20217	12/02/2025	Premier Smash Repairs	Windscreen replacement - Isuzu MU-X KO914 - Insurance Claim	1263.34
EFT35685	19/02/2025	Grande Food Service	Food & Dry goods	-2416.93
4244749	13/02/2025	Grande Food Service	Supplies for Black Cockatoo	2353.80
4244750	13/02/2025	Grande Food Service	Food supplies for Black Cockatoo	63.13
EFT35686	19/02/2025	LGIS Insurance Broking (Jardine Lloyd Thompson Pty Ltd)	Insurance	-4175.88
062-217161	05/12/2024	LGIS Insurance Broking (Jardine Lloyd Thompson Pty Ltd)	Medical Malpractice Liability - paid in arrears for 30/6/24-14/10/24	4175.88
EFT35687	19/02/2025	Leaf Bean Machine	Coffee Supplies	-366.58
133967	10/02/2025	Leaf Bean Machine	Coffee service & supplies BCC	366.58
EFT35688	19/02/2025	JTB Japanese Trucks & Bus Spares	Mechanical parts	-2175.05
570735	07/02/2025	JTB Japanese Trucks & Bus Spares	clutch kit	2175.05
EFT35689	19/02/2025	Klopper Contracting T/A Ron	Contract machinery	-453.75
IV00000002761	07/02/2025	Klopper Contracting T/A Ron Wright Bulldozing	Shift POZI Track from Tambellup West RD to Fisher RD Gravel Pit	453.75
EFT35690	19/02/2025	Trekaway Pty Ltd t/a Envirobook	Goods for sale at KP	-567.33
7392	04/12/2024	Trekaway Pty Ltd t/a Envirobook	Assorted Indigneous Books to sell at The Kodja Place	567.33
EFT35691	19/02/2025	DOR Trading Pty Limited T/A IMCO Australasia	Asphalt supplies	-4840.00
INV-1564	31/01/2025	DOR Trading Pty Limited T/A IMCO Australasia	2 pallets Pavement Asphalt Repair quote QU-0650 100x 20kg & freight	4840.00
EFT35692	19/02/2025	Corsign WA Pty Ltd	Road signs	-5456.00

91691	28/01/2025	Corsign WA Pty Ltd	60 x RHS 76x38 Cap yellow, 30 x D4-6A Lateral shift chevron, 40 X RHS 1.6m Yellow, 10 X MR-HM T-junction Hazard Board	5456.00
EFT35693	19/02/2025	Jessica Romic	Washing	-100.00
1	11/02/2025	Jessica Romic	Wash Tea towels for BCC - 2 x weeks - ending 9/2/25	100.00
EFT35694	19/02/2025	Mathwin Transport	Freight	-136.88
6336	02/01/2025	Mathwin Transport	Freight - pick up skid ex Capital	136.88
EFT35695	19/02/2025	Teletrac Navman and Transtech	Vehicle tracking	-2035.50
93229111	05/01/2025	Teletrac Navman and Transtech	Vehicle Tracking Devices and Service Fees Jan 2025	2035.50
EFT35696	19/02/2025	Richard Nash T/A Old School Honey	Goods sold on Consignment	-17.00
REQ 31/1/25	12/02/2025	Richard Nash T/A Old School Honey	Goods sold on Consignment - January	17.00
EFT35697	19/02/2025	Mason's Family Farm	Eggs	-165.30
INV-14993	11/02/2025	Mason's Family Farm	Eggs for BCC	165.30
EFT35698	19/02/2025	Meg's Muffins	Catering	-120.00
17	13/02/2025	Meg's Muffins	Catering for Elders Morning Tea/Lunch 29/01/2025	120.00
EFT35699	19/02/2025	Josephine Clare Hayes trading as Gneiss Design	Editing short film	-350.00
88	20/12/2024	Josephine Clare Hayes trading as Gneiss Design	Editing - Kodja Place Opening Fesitivies	350.00
EFT35700	19/02/2025	Supagas Pty Ltd	Bulk Gas supplies	-1464.27
C651476-12-2024	31/12/2024	Supagas Pty Ltd	442.5L Bulk Gas, 2 x 190kg LPG containers rental	1464.27
EFT35701	26/02/2025	Air Liquide	Industrial gases	-26.06
KT0428	31/01/2025	Air Liquide	Cylinder Fee - 31 days 1/1/25-31/1/25	26.06
EFT35702	26/02/2025	Department of Biodiversity, Conservation and Attractions	Goods for sale	-358.80
P1-01-033501	20/01/2025	Department of Biodiversity, Conservation and Attractions	Sales of 2025 Landscape Calendars x 40	358.80
EFT35703	26/02/2025	Australia Post	Postage	-189.37
1013785894	03/02/2025	Australia Post	Postage & Freight January 2025	189.37
EFT35704	26/02/2025	Hi-Way Sales & Service	Mechanical parts	-1053.90
266824A	21/01/2025	Hi-Way Sales & Service	1 x 5watt UHF Radio	299.00
26650	24/01/2025	Hi-Way Sales & Service	10L plastic jerry can, 10.1L ULP @ \$1.92	51.20
266824	31/01/2025	Hi-Way Sales & Service	Trimmer line, 1 x T35 Trimmer head, Tyre repair plugs, Trimmer head, , T35x hus head, , 20L Adblue, Key cutting, , Trimmer head, Trailer plug, , pack 3 x 3/16 files, 1/8 file, 1 x tyre slime, 2 x 2T 2m flat, 2T 2m round sling, Steel epoxy, 2 11A 1015, 3 brass	703.70
EFT35705	26/02/2025	Shire Of Katanning	Local Government	-11076.90
47787	17/02/2025	Shire Of Katanning	Environmental Health Officer Shared Employment Costs September-November 2024	11076.90
EFT35706	26/02/2025	Telstra	Telecommunications	-5201.42
T311 SEP24	18/09/2024	Telstra	Acc 391 6895 091 iPad & data services 17/8/24-17/9/24	182.74
T311 SEP 24	25/09/2024	Telstra	Acc: 391 6895 109 Mobile Phone services To 24/10/24, CEO, Springhaven mobile & ipads, Pool Co-ordinator , Works Foreman & Technical Officer , Works Manager, TWIG Zone devices, Standpipe controllers	1100.17
T311 - OCT24	18/10/2024	Telstra	Acc 391 6895 091 iPad & data services 17/9/24-17/10/24	187.63
T311 - OCT 24	25/10/2024	Telstra	Acc: 391 6895 109 Mobile Phone services to 24/11/24, CEO, Springhaven, Pool Coordinator, Works Manager, Works Foreman & Technical Officer, TWIG Zone devices, Standpipe controllers, service charge	1036.83
T311 NOV24	18/11/2024	Telstra	Acc 391 6895 091 iPad & data services 17/10/24-17/11/24	47.51
K329035141-1	18/11/2024	Telstra	Acc 8602216000 Modem Stationery room to 7 Dec 24, Admin, Bushfire Line - directory, Springhaven fax line, Depot security, Airstrip phone, Complex security	309.61
T311 - NOV 24	25/11/2024	Telstra	Acc 3916895109 Mobile phone services, CEO, Springhaven, Pool Coordinator, Works manager, Foreman & Technical Officer, TWIG zone devices, AVDATA standpipe controllers, Mobile services	435.33
T311 - DEC 24	18/12/2024	Telstra	Acc 391 6895 091 - Springhaven Solar panels, Avdata Monitoring 17/11/24-17/12/24	27.42
K064863631-1	18/12/2024	Telstra	Acc 8602216000 Modem Stationery room to 7/1/25, Admin Internet, Bushfire line Directory charges, Bigpond mobile plan, Springhaven Fax line, Depot security, Airstrip phone, Complex security	309.58
T311-DEC 24	25/12/2024	Telstra	Acc 391 6895 109 Mobile phone services to 24/1/25, CEO, Springhaven tablets, Pool Co-ordinator, Works Foreman & Technical Officer, Works Manager, TWIG Zone devices, Standpipe controllers, mobile services	605.86

K820665641-5	18/01/2025	Telstra	Acc 8602216000 Modem Stationery room to 7/2/25, Admin Internet, Bushfire line Directory charges, Bigpond mobile plan, Springhaven Fax line, Depot security, Airstrip phone, Complex security	309.61
T311 - JAN 25	18/01/2025	Telstra	Acc 391 6895 091 - Springhaven Solar panels, Avdata Monitoring - 17/12/24-17/1/25	43.27
T311 JAN25	25/01/2025	Telstra	Acc 391 6895 109 Mobile phone services to 24/2/25, CEO, Springhaven tablets, Pool Co-ordinator, Works Foreman & Technical Officer, Works Manager, TWIG Zone devices, Standpipe controllers, mobile services	605.86
EFT35707	26/02/2025	BK Thomson Electrical Service	Electrician	-1110.09
3486	15/01/2025	BK Thomson Electrical Service	Connecting Mobile Container office to electricity, connecting aircon, testing Powerpoints.	1110.09
EFT35708	26/02/2025	Syd Matthews & Co Pty Ltd	Supply aggregate	-82029.20
C13119-1	14/01/2025	Syd Matthews & Co Pty Ltd	191.95T x 10mm aggregate Kojonup Darkan Rd	13090.99
C13119-2	14/01/2025	Syd Matthews & Co Pty Ltd	191.1 T x 10mm aggregate Jingalup Rd	13873.86
C13119-3	14/01/2025	Syd Matthews & Co Pty Ltd	Kojonup Frankland Rd 10mm aggregate 192.05T	14365.34
C13119-4	14/01/2025	Syd Matthews & Co Pty Ltd	Tambellup West Rd 14mm aggregate 111.2T, Tambellup West Rd 10mm aggregate 104.85T	16635.85
C13119-5	14/01/2025	Syd Matthews & Co Pty Ltd	Shamrock Rd 14mm aggregate 110.2T, Shamrock Rd 14mm aggregate 106.6T	16216.64
C13119-6	14/01/2025	Syd Matthews & Co Pty Ltd	104.9T x 10mm aggregate Shamrock Rd	7846.52
EFT35709	26/02/2025	Kojonup Supermarket	Groceries	-243.84
JAN 45	29/01/2025	Kojonup Supermarket	Catering for Elders Lunch	6.99
45 JAN	31/01/2025	Kojonup Supermarket	Catering for Elders Lunch and Boys On Country	236.85
EFT35710	26/02/2025	Egabva Plumbing & Gas Service	Plumbing services	-622.78
4936	14/02/2025	Egabva Plumbing & Gas Service	Annual backflow testing - report to Water Corp. Replaced seal at Stock Rd Standpipe, tested Carlecatup Rd standpipe, Loton Close check valve & Stock Rd standpipe	622.78
EFT35711	26/02/2025	Winc Australia Pty Ltd	Stationery	-315.76
9047108687	22/01/2025	Winc Australia Pty Ltd	Office stationery supplies - spiral notebooks, permanent markers, correction tapeclips	97.89
9047107293	22/01/2025	Winc Australia Pty Ltd	1x A3 Laminating Pouches, 1x Post-It Sticky Notes, 5x Permanent Markers, 1x Pack Of Blu Tack, 3x Clear Packaging Tape, 1x Box Of Ball Point Pens, 1x Box Of Rubber Bands, , Micron Laminating Pouches,	217.87
EFT35712	26/02/2025	Children's Book Council of Australia (WA Branch)	Book Council	-75.00
8775	02/01/2025	Children's Book Council of Australia (WA Branch)	Children's Book Council of Australia - Membership 2025	75.00
EFT35713	26/02/2025	The West Australian	Advertising	-276.10
1016838820250131	31/01/2025	The West Australian	Public Notice - Committee and Council Meeting Dates	276.10
EFT35714	26/02/2025	Western Australian Treasury Corporation	Loan repayments	-172942.12
FEBRUARY 2025	19/02/2025	Western Australian Treasury Corporation	Capital & Interest Payment Loan 137, Capital & Interest Payment Loan 138, Capital & Interest Payment Loan 139, Capital & Interest Payment Loan 140, Capital & Interest Payment Loan 141	115423.02
MAR 2025	26/02/2025	Western Australian Treasury Corporation	Capital & Interest payment Loan 144, Capital & Interest payment Loan 145, Capital & Interest payment Loan 143	57519.10
EFT35715	26/02/2025	Team Global Express Pty Ltd	Freight	-267.65
0575-S104118	02/02/2025	Team Global Express Pty Ltd	Freight - road signs	267.65
EFT35716	26/02/2025	Cemeteries & Crematoria Association of WA (CCAWA)	Seminar	-240.00
1	26/02/2025	Cemeteries & Crematoria Association of WA (CCAWA)	CCAWA - Seminar & AGM Registration & Dinner	240.00
EFT35717	26/02/2025	Sigma Telford Group	Pool Chemicals	-206.41
187993/01	13/01/2025	Sigma Telford Group	Pool Chemicals	442.07
188318/01	24/01/2025	Sigma Telford Group	Pool Chemicals	1453.94
563634	05/02/2025	Sigma Telford Group	Credit note - Drum return credit	-1689.60
EFT35718	26/02/2025	Lincolns Beyond Numb3rs	Auditors	-1100.00
46994	07/02/2025	Lincolns Beyond Numb3rs	23/24 LRCI Phase 4 acquittal fee	1100.00
EFT35719	26/02/2025	ABCO Products	Cleaning supplies	-5168.47
INV1015853	22/01/2025	ABCO Products	Cleaning supplies January 2025	5168.47
EFT35720	26/02/2025	KOJONUP BMC EMBROIDERY	Uniforms	-893.00
10485	25/11/2024	KOJONUP BMC EMBROIDERY	Uniforms New Gardener PH	352.00
10689	18/02/2025	KOJONUP BMC EMBROIDERY	50% deposit on uniforms for BCC	541.00
EFT35721	26/02/2025	PFD Foodservices (Southway Distributors)	Food & dry goods	-3304.45

LO680853	29/01/2025	PFD Foodservices (Southway Distributors)	Black Cockatoo Cafe expenses	2046.00
LO680859	29/01/2025	PFD Foodservices (Southway Distributors)	Pool Kiosk Jan 2025	1258.45
EFT35722	26/02/2025	MJB Industries	Roadworks supplies	-19344.12
14746	17/01/2025	MJB Industries	36 x concrete pipes, 16 x pipe headwalls, & 36 x rubber rings & freight - Shamrock Road Widening	19344.12
EFT35723	26/02/2025	Ramped Technology & Management Systems Pty Ltd	IT support	-4411.00
INV-12356	13/02/2025	Ramped Technology & Management Systems Pty Ltd	IT Support February 2025	4411.00
EFT35724	26/02/2025	Department of Water and Environmental Regulations (DWER)	Licence Fee	-651.75
APP-0027370	11/02/2025	Department of Water and Environmental Regulations (DWER)	IR-W-PAY-0001738 - Liquid waste pond license	651.75
EFT35725	26/02/2025	Dardanup Butchering Company	Food	-806.49
BW390962	03/02/2025	Dardanup Butchering Company	Meat supplies for Black Cockatoo Café	806.49
EFT35726	26/02/2025	Grande Food Service	Food & Dry goods	-2914.59
4244980	18/02/2025	Grande Food Service	Food supplies for Black Cockatoo	108.90
4245100	19/02/2025	Grande Food Service	Food supplies for Black Cockatoo	2627.00
4245099	19/02/2025	Grande Food Service	Food supplies for Black Cockatoo	101.25
4245098	19/02/2025	Grande Food Service	Food supplies for Black Cockatoo	77.44
EFT35727	26/02/2025	Leaf Bean Machine	Coffee	-853.54
134179	17/02/2025	Leaf Bean Machine	Coffee service & supplies - Black Cockatoo Café	853.54
EFT35728	26/02/2025	Science and Nature Pty Ltd	Goods for sale	-145.86
170966	10/12/2024	Science and Nature Pty Ltd	Assorted Figurines and Toys for sale in Visitor Centre Shop	145.86
EFT35729	26/02/2025	Vivicka Renia Kahn	Staff Reimbursement	-197.34
REIM 21/2/25	21/02/2025	Vivicka Renia Kahn	A4 paper x 6 reams, Mileage 107.2 km @ 88c/km, Mobile phone plan 7/2/25-6/3/25	197.34
EFT35730	26/02/2025	Data#3 Limited	IT subscriptions	-2348.21
SIN000265880	29/01/2025	Data#3 Limited	6x Adobe Acrobat Pro for Teams Subscription 28/2/25-27/2/26	2348.21
EFT35731	26/02/2025	Corsign WA Pty Ltd	Signage	-2244.00
91331	21/01/2025	Corsign WA Pty Ltd	Parking signs Main Street	266.20
92257	03/02/2025	Corsign WA Pty Ltd	Children Crossing x 10, Tee Junctions, Street Signs x 6	1977.80
EFT35732	26/02/2025	Jessica Romic	Laundry	-100.00
250225	25/02/2025	Jessica Romic	Washing tea towels for BCC	100.00
EFT35733	26/02/2025	Mathwin Transport	Freight	-424.42
6591	10/02/2025	Mathwin Transport	Pool chemical freight	424.42
EFT35734	26/02/2025	Jill Watkin	Staff reimbursement	-37.60
REIM 010225	17/02/2025	Jill Watkin	Fuel purchase for dry hire of bus for Boys on Country trip to Lake Towerinning	37.60
EFT35735	26/02/2025	J B Lawn Care	Garden Maintenance	-572.00
796	06/02/2025	J B Lawn Care	15 Loton Close - CEO Residence - Lawn and garden care Jan/Feb 25	132.00
760	06/02/2025	J B Lawn Care	Fire hazard reduction - 12 Schorer Street	440.00
EFT35736	26/02/2025	Shaine Durano	Staff reimbursement	-145.00
REIM 210125	21/01/2025	Shaine Durano	NDIS Screening - Springhaven	145.00
EFT35737	26/02/2025	Mason's Family Farm	Eggs	-82.65
INV-15088	18/02/2025	Mason's Family Farm	Black Cockatoo Cafe Supplies	82.65
EFT35738	26/02/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Food	-1459.46
240348179	07/01/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Black Cockatoo Cafe Supplies	612.86
240213596	29/01/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Dairy products and fruit juices for Black Cockatoo Café	846.60
EFT35739	26/02/2025	SAPIO Mandurah WA Office SAPIO Pty Ltd	Security infrastructure	-87340.00
SP292978	31/01/2025	SAPIO Mandurah WA Office SAPIO Pty Ltd	Council Chambers Audio Upgrade	12650.00
SP292977	31/01/2025	SAPIO Mandurah WA Office SAPIO Pty Ltd	CCTV installation in Shire of Kojonup - Progress claim 2- 30%	74690.00
EFT35740	26/02/2025	Supagas Pty Ltd	Bulk gas supplies	-1882.62
C651476-1-2025	31/01/2025	Supagas Pty Ltd	933.2 L LPG delivery, 222.1 L LPG delivery	1882.62
				663,923.05
Direct Deposits 1/2/25-28/2/25				
DD24429.1	11/02/2025	Aware Super	Payroll deductions	-8766.96
SUPER	11/02/2025	Aware Super	Superannuation contributions	7695.43

DEDUCTION	11/02/2025	Aware Super	Payroll deductions	967.73
DEDUCTION	11/02/2025	Aware Super	Payroll deductions	103.80
DD24429.2	11/02/2025	Hesta Super	Payroll deductions	-758.49
SUPER	11/02/2025	Hesta Super	Superannuation contributions	706.66
DEDUCTION	11/02/2025	Hesta Super	Payroll deductions	51.83
DD24429.3	11/02/2025	REST SUPERANNUATION	Superannuation contributions	-296.34
SUPER	11/02/2025	REST SUPERANNUATION	Superannuation contributions	296.34
DD24429.4	11/02/2025	AMP Super Fund	Superannuation contributions	-325.19
SUPER	11/02/2025	AMP Super Fund	Superannuation contributions	325.19
DD24429.5	11/02/2025	Bendigo SmartStart Super	Superannuation contributions	-362.69
SUPER	11/02/2025	Bendigo SmartStart Super	Superannuation contributions	362.69
DD24429.6	11/02/2025	Vanguard Super	Superannuation contributions	-355.10
SUPER	11/02/2025	Vanguard Super	Superannuation contributions	282.26
DEDUCTION	11/02/2025	Vanguard Super	Payroll deductions	72.84
DD24429.7	11/02/2025	ANZ Smart Choice Super	Superannuation contributions	-313.02
SUPER	11/02/2025	ANZ Smart Choice Super	Superannuation contributions	313.02
DD24429.8	11/02/2025	Retirement Portfolio Service	Superannuation contributions	-550.30
SUPER	11/02/2025	Retirement Portfolio Service	Superannuation contributions	422.32
DEDUCTION	11/02/2025	Retirement Portfolio Service	Payroll deductions	127.98
DD24429.9	11/02/2025	Colonial First State FirstChioce Superannuation Trust	Superannuation contributions	-1172.49
SUPER	11/02/2025	Colonial First State FirstChioce Superannuation Trust	Superannuation contributions	515.68
DEDUCTION	11/02/2025	Colonial First State FirstChioce Superannuation Trust	Payroll deduction	156.27
DEDUCTION	11/02/2025	Colonial First State FirstChioce Superannuation Trust	Payroll deduction	500.54
DD24431.1	11/02/2025	EasiSalary	Novated Lease Payment	-781.49
24/25 PP17 WEEK34	11/02/2025	EasiSalary	JJ - Novated Lease Post Tax, JJ - Novated Lease Post Tax,	781.49
DD24434.1	11/02/2025	AUSTRALIAN TAXATION OFFICE	PAYGW	-31112.62
24/25 PP17 WEEK34	11/02/2025	AUSTRALIAN TAXATION OFFICE	STP 73797, STP 73798	31112.62
DD24445.1	25/02/2025	Aware Super	Superannuation contributions	-8811.62
SUPER	25/02/2025	Aware Super	Superannuation contributions	7736.67
DEDUCTION	25/02/2025	Aware Super	Payroll deductions	971.24
DEDUCTION	25/02/2025	Aware Super	Payroll deductions	103.71
DD24445.2	25/02/2025	Commonwealth Superannuation Savings Account	Superannuation contributions	-741.03
SUPER	25/02/2025	Commonwealth Superannuation Savings Account	Superannuation contributions	741.03
DD24445.3	25/02/2025	Hesta Super	Payroll deductions	-726.68
SUPER	25/02/2025	Hesta Super	Superannuation contributions	674.70
DEDUCTION	25/02/2025	Hesta Super	Payroll deductions	51.98
DD24445.4	25/02/2025	REST SUPERANNUATION	Superannuation contributions	-297.12
SUPER	25/02/2025	REST SUPERANNUATION	Superannuation contributions	297.12
DD24445.5	25/02/2025	Australian Ethical Superannuation Fund	Superannuation contributions	-46.19
SUPER	25/02/2025	Australian Ethical Superannuation Fund	Superannuation contributions	46.19
DD24445.6	25/02/2025	AMP Super Fund	Superannuation contributions	-322.26
SUPER	25/02/2025	AMP Super Fund	Superannuation contributions	322.26
DD24445.7	25/02/2025	Bendigo SmartStart Super	Superannuation contributions	-362.69
SUPER	25/02/2025	Bendigo SmartStart Super	Superannuation contributions	362.69
DD24445.8	25/02/2025	Vanguard Super	Superannuation contributions	-355.10
SUPER	25/02/2025	Vanguard Super	Superannuation contributions	282.26
DEDUCTION	25/02/2025	Vanguard Super	Payroll deductions	72.84
DD24445.9	25/02/2025	ANZ Smart Choice Super	Superannuation contributions	-313.02
SUPER	25/02/2025	ANZ Smart Choice Super	Superannuation contributions	313.02
DD24446.1	11/02/2025	Australian Super Pty Ltd	Superannuation contributions	-234.29
SUPER	25/02/2025	Australian Super Pty Ltd	Superannuation contributions	234.29
DD24447.1	25/02/2025	Australian Super Pty Ltd	Superannuation contributions	234.29
REVERSAL	25/02/2025	Australian Super Pty Ltd	Reversal of Superannuation contribution	-234.29
DD24448.1	11/02/2025	Australian Super Pty Ltd	Superannuation contributions	-373.54
SUPER	25/02/2025	Australian Super Pty Ltd	Superannuation contributions	373.54
DD24450.1	25/02/2025	EasiSalary	Novated Lease Payments	-781.49

24/25 PP18 WEEK36	25/02/2025	EasiSalary	JJ - Novated Lease Post Tax, JJ - Novated Lease Post Tax,	781.49
DD24454.1	25/02/2025	AUSTRALIAN TAXATION OFFICE	PAYGW	-30459.62
24/25 PP18 WEEK36	25/02/2025	AUSTRALIAN TAXATION OFFICE	STP 74117, STP 74118, STP 74119, STP 74119	30459.62
DD24459.1	21/02/2025	Caltex Star Card	Starcard - KO2 - Admin Pool Car	-1775.68
FEBRUARY	21/02/2025	Caltex Star Card	February Fuel, Card Fee	101.48
FEBRUARY	21/02/2025	Caltex Star Card	February Fuel	766.06
FEBRUARY	21/02/2025	Caltex Star Card	February Fuel	418.93
FEBRUARY	21/02/2025	Caltex Star Card	February Fuel	401.51
FEBRUARY	21/02/2025	Caltex Star Card	February Fuel	87.70
DD24461.1	21/02/2025	Ampol	Ampol Card - PS - EB	-1605.58
794686	21/02/2025	Ampol	February Fuel, Card Fee	393.93
794686	21/02/2025	Ampol	February Fuel	103.16
794686	21/02/2025	Ampol	February Fuel	153.91
794686	21/02/2025	Ampol	February Fuel	382.85
794686	21/02/2025	Ampol	February Fuel	571.73
DD24472.1	25/02/2025	Australian Super Pty Ltd	Superannuation contributions	373.54
REVERSAL	25/02/2025	Australian Super Pty Ltd	Reversal of Superannuation contribution	-373.54
DD24473.1	11/02/2025	Australian Super Pty Ltd	Superannuation contributions	-462.57
SUPER	25/02/2025	Australian Super Pty Ltd	Superannuation contributions	462.57
DD24429.10	11/02/2025	HOSTPLUS	Superannuation contributions	-663.11
DEDUCTION	11/02/2025	HOSTPLUS	Payroll deduction	52.64
SUPER	11/02/2025	HOSTPLUS	Superannuation contributions	610.47
DD24429.11	11/02/2025	Prime Super	Superannuation contributions	-1495.72
DEDUCTION	11/02/2025	Prime Super	Payroll deduction	40.00
SUPER	11/02/2025	Prime Super	Superannuation contributions	1455.72
DD24429.12	11/02/2025	Australian Super Pty Ltd	Superannuation contributions	-2489.53
DEDUCTION	11/02/2025	Australian Super Pty Ltd	Payroll deduction	129.86
SUPER	11/02/2025	Australian Super Pty Ltd	Superannuation contributions	2359.67
DD24429.13	11/02/2025	Australian Retirement Trust	Superannuation contributions	-1544.15
DEDUCTION	11/02/2025	Australian Retirement Trust	Payroll deduction	60.50
SUPER	11/02/2025	Australian Retirement Trust	Superannuation contributions	1483.65
DD24429.14	11/02/2025	Panorama Super	Superannuation contributions	-100.41
SUPER	11/02/2025	Panorama Super	Superannuation contributions	100.41
DD24429.15	11/02/2025	HUB24 Superannuation Fund	Superannuation contributions	-48.39
SUPER	11/02/2025	HUB24 Superannuation Fund	Superannuation contributions	48.39
DD24429.16	11/02/2025	Commonwealth Superannuation Savings Account	Superannuation contributions	-729.81
SUPER	11/02/2025	Commonwealth Superannuation Savings Account	Superannuation contributions	729.81
DD24445.10	25/02/2025	Retirement Portfolio Service	Payroll deductions	-550.30
SUPER	25/02/2025	Retirement Portfolio Service	Superannuation contributions	422.32
DEDUCTION	25/02/2025	Retirement Portfolio Service	Payroll deduction	127.98
DD24445.11	25/02/2025	Colonial First State FirstChioce Superannuation Trust	Payroll deductions	-1172.49
SUPER	25/02/2025	Colonial First State FirstChioce Superannuation Trust	Superannuation contributions	515.68
DEDUCTION	25/02/2025	Colonial First State FirstChioce Superannuation Trust	Payroll deduction	156.27
DEDUCTION	25/02/2025	Colonial First State FirstChioce Superannuation Trust	Payroll deduction	500.54
DD24445.12	25/02/2025	HOSTPLUS	Superannuation contributions	-661.84
DEDUCTION	25/02/2025	HOSTPLUS	Payroll deduction	53.11
SUPER	25/02/2025	HOSTPLUS	Superannuation contributions	608.73
DD24445.13	25/02/2025	Prime Super	Superannuation contributions	-1528.55
DEDUCTION	25/02/2025	Prime Super	Payroll deduction	40.00
SUPER	25/02/2025	Prime Super	Superannuation contributions	1488.55
DD24445.14	25/02/2025	Australian Super Pty Ltd	Superannuation contributions	-2168.77
DEDUCTION	25/02/2025	Australian Super Pty Ltd	Payroll deduction	128.84
SUPER	25/02/2025	Australian Super Pty Ltd	Superannuation contributions	2039.93
DD24445.15	25/02/2025	Panorama Super	Superannuation contributions	-26.61
SUPER	25/02/2025	Panorama Super	Superannuation contributions	26.61
DD24445.16	25/02/2025	Australian Retirement Trust	Superannuation contributions	-1518.56
DEDUCTION	25/02/2025	Australian Retirement Trust	Payroll deduction	60.50
SUPER	25/02/2025	Australian Retirement Trust	Superannuation contributions	1458.06
DD24445.17	25/02/2025	HUB24 Superannuation Fund	Superannuation contributions	-53.23

SUPER	25/02/2025	HUB24 Superannuation Fund	Superannuation contributions	53.23
DD24445.18	25/02/2025	Unisuper	Superannuation contributions	-7.85
SUPER	25/02/2025	Unisuper	Superannuation contributions	7.85
DD24479.1	27/02/2025	Bond Administrator	Bond for 6 Loton Close	-980.00
12126/25	27/02/2025	Bond Administrator	Receipt 176085 on 20/02/25 JB - Bond 4x weeks, Receipt 176085 on 20/02/25 JB - Pet Bond	980.00
DD24482.1	03/03/2025	NAB	NAB February Credit Card - MFCS	-1529.51
February	28/01/2025	Nightingales Nursery	Office plant repair	12.00
February	3/02/2025	Kojonup Newsagency	Farewell card & paper Amila	12.43
February	3/02/2025	Kmart	Library books	88.00
February	3/02/2025	Shire of Kojonup	Kopdja Place gifts	207.50
February	10/02/2025	NNT	Admin staff uniforms	997.05
February	13/02/2025	Telstra	Café phone (Jan)	117.88
February	17/02/2025	KMart	Café teatowels	63.40
DD24482.1	03/03/2025	NAB	NAB February Credit Card - CEO	-294.75
February	22/01/2025	SEEK	Records HR Advertisement	291.50
February			Card Fee	3.25
FEES	04/02/2025	WESTNET	Westnet	-620.89
FEES	14/02/2025	MESSAGE MEDIA	Sms Messages	-5905.68
FEES	28/02/2025	NAB	MISCELLANEOUS BANK CHARGES	-2268.80
FEES	28/02/2025	2025	Centrelink Charge	-5.94
GJ24250801-21	28/02/2025	PAYROLL	FEBRUARY 2025 PAYROLL CREDITORS	-217380.95
GJ24250801-21	28/02/2025	TRANSPORT LICENCING	FEBRUARY 2025 TRANSPORT LICENCING	-61877.35

398,086.36

SUMMARY FOR FEBRUARY 2025	
Cheque 14397 - 14397	226.73
EFT 35589 - 35740	663,923.05
Direct Debits	398,086.36
Total	1,062,236.14



BUDGET REVIEW WORKPAPER

31 DECEMBER 2024

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SHIRE OF KOJONUP
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING 31 DECEMBER 2024

	2024-2025 ANNUAL BUDGET	2024-2025 YTD BUDGET (a)	2024-2025 YTD ACTUAL (b)	30 JUNE 2025 PROJECTION	PROJECTION VARIANCES	
					FAVOURABLE	UNFAVOURABLE
OPERATING REVENUE	\$	\$	\$			
Rates	5,149,958	5,149,963	5,143,348	5,153,711	3,753	0
Operating Grants and Subsidies	1,083,978	867,883	715,074	1,148,768	64,790	0
Fees and Charges	1,039,188	735,274	803,591	1,044,325	5,137	0
Interest Earnings	90,040	54,740	58,029	72,655	0	(17,385)
Profit on Asset Disposal	0	0	71,000	71,000	71,000	0
Other Revenue	1,075,481	599,123	479,357	978,515	0	(96,966)
	8,438,645	7,406,983	7,270,399	8,468,974	144,680	(114,351)
LESS OPERATING EXPENDITURE						
Employee Costs	(4,266,839)	(2,333,566)	(3,156,886)	(4,541,759)	0	(274,920)
Materials & Contracts	(3,144,823)	(1,730,719)	(1,559,284)	(3,570,452)	0	(425,629)
Utilities	(356,674)	(184,780)	(171,937)	(351,672)	5,002	0
Depreciation on Non-Current Assets	(4,637,570)	(2,318,692)	(2,228,401)	(4,666,164)	0	(28,595)
Interest Expense	(154,521)	(74,169)	(88,304)	(154,521)	0	0
Insurances	(480,131)	(474,877)	(480,631)	(536,784)	0	(56,653)
Loss on Asset Disposal	0	0	0	0	0	0
Other Expenditure	(296,585)	(220,456)	(168,175)	(328,050)	0	(31,465)
	(13,337,142)	(7,337,260)	(7,853,618)	(14,149,402)	5,002	(817,262)
<i>Increase(Decrease)</i>	(4,898,497)	69,724	(583,219)	(5,680,428)	149,682	(931,613)
ADD						
Movement in Employee Benefits (Non-current)	0	0	0	0	0	0
Movement in Employee Benefits (Current)	0	0	0	0	0	0
Movement in Doubtful Debt Provision	2,000	0	0	2,000	0	0
Land Held for Resale	0	0	(63,458)	(63,458)	0	(63,458)
Movement in Springhaven Bonds	0	0	(3,695,000)	(4,095,000)	0	(4,095,000)
Profit on the disposal of assets	0	0	(71,000)	(71,000)	(71,000)	0
Depreciation Written Back	4,637,570	2,318,692	2,228,401	4,666,164	28,595	0
	4,639,570	2,318,692	(1,601,057)	438,706	(42,406)	(4,158,458)
<i>Sub Total</i>	(258,928)	2,388,416	(2,184,276)	(5,241,722)	107,277	(5,090,071)
INVESTING ACTIVITIES						
Land Held for Resale	0	0	(11,608)	(11,608)	0	(11,608)
Purchase Buildings	(605,762)	(389,566)	(347,275)	(393,994)	211,768	0
Purchase Plant and Equipment	(292,490)	(142,490)	(72,847)	(81,107)	211,383	0
Purchase Furniture and Equipment	(450,000)	(200,000)	(79,161)	(400,000)	50,000	0
Infrastructure Assets - Roads	(3,261,044)	(1,438,572)	(531,587)	(3,180,120)	80,924	0
Infrastructure Assets - Footpaths	(35,000)	0	(1,133)	0	35,000	0
Infrastructure Assets - Drainage	0	0	0	0	0	0
Infrastructure Assets - Parks & Ovals	(106,520)	(64,020)	(95,282)	(105,282)	1,238	0
Infrastructure Assets - Other	(462,250)	(267,000)	(133,055)	(352,154)	110,096	0
Proceeds from Sale of Assets	135,000	0	250,000	303,000	168,000	0
Contributions for the Development of Assets	3,382,881	928,727	837,035	3,221,467	0	(161,414)
	(1,695,185)	(1,572,921)	(184,913)	(999,798)	868,409	(173,022)
FINANCING ACTIVITIES						
Repayment of Debt - Loan Principal	(508,766)	(265,138)	(274,260)	(508,766)	0	0
Transfer from Reserves	0	0	4,095,000	4,106,895	4,106,895	0
Transfer to Reserves	(156,955)	(15,539)	(414,723)	(549,834)	0	(392,879)
	(665,721)	(280,677)	3,406,016	3,048,295	4,106,895	(392,879)
Plus Rounding						
<i>Sub Total</i>	(2,619,834)	534,818	1,036,828	(3,193,225)	5,082,581	(5,655,972)
FUNDING FROM						
Estimated Opening Surplus at 1 July	2,619,834	2,619,834	\$3,200,112	3,200,112	580,278	0
Closing Funds	0	0	0	0	0	0
	2,619,834	2,619,834	3,200,112	3,200,112	580,278	0
NET SURPLUS/(DEFICIT)	1	3,154,652	4,236,940	6,887	5,662,859	(5,655,972)

PROJECTED SURPLUS/(DEFICIT)

6,887

SHIRE OF KOJONUP
PROJECTION OF SUMMARISED CURRENT ASSETS AND LIABILITIES AT 30 JUNE 2025

	2023-2024 C/FWD	YTD ACTUAL	2024-2025 BUDGET	30 JUNE 2025 PROJECTION
CURRENT ASSETS				
Unrestricted Cash	3,265,077	3,745,741	36,120	43,007
Restricted Cash	4,840,738	1,160,462	5,154,860	1,459,860
Accounts Receivable	1,186,794	1,631,394	325,822	325,822
Contract Assets	3,766	3,766	0	0
Inventories	1,452	85,494	1,452	1,452
Land held for Resale	214,458	226,066	195,597	195,597
TOTAL CURRENT ASSETS	9,512,286	6,852,923	5,713,851	2,025,738
CURRENT LIABILITIES				
Accounts Payable	(488,145)	(397,165)	(452,092)	(452,092)
Contract Liabilities	(841,286)	(841,286)	0	0
Accrued Expenses	(41,618)	(41,618)	(113,229)	(113,229)
Employee Provisions	(741,815)	(741,815)	(830,164)	(830,164)
Current Borrowings	(517,952)	(243,692)	(516,750)	(516,750)
Springhaven Accommodation Bonds	(3,695,000)	0	(3,695,000)	0
TOTAL CURRENT LIABILITIES	(6,325,816)	(2,265,576)	(5,607,235)	(1,912,235)
SUB-TOTAL	3,186,470	4,587,347	106,616	113,503
LESS				
Restricted Cash at Bank - Reserves	(4,840,738)	(1,160,462)	(4,997,694)	(1,302,694)
Restricted Cash at Bank - Unspent Loan funds	0	0	0	0
Land held for Resale	(151,000)	(226,066)	(195,597)	(195,597)
Accrued Interest on Borrowings (Loans)	41,618	41,618	41,620	41,620
Accrued Salaries & Wages	0	0	0	0
Current Employee Benefits Provision	741,815	741,815	830,164	830,164
Current Borrowings Repayments	517,952	243,692	516,750	516,750
Accrued Expenses	8,993	8,993	3,142	3,142
Add Springhaven Bonds	3,695,000	0	3,695,000	0
Roundings	2	2		
SUB-TOTAL	13,642	(350,407)	(106,615)	(106,615)
NET CURRENT ASSETS	3,200,112	4,236,940	1	6,888

SHIRE OF KOJONUP
SUMMARISED NET CURRENT POSITION
FOR THE PERIOD ENDING 31 DECEMBER 2024

	ACTUAL 30 JUNE 2024	ACTUAL YTD
Cash - Unrestricted	\$3,265,077	\$3,745,741
Cash - Restricted General	\$0	\$0
Cash - Restricted Reserves	\$4,840,738	\$1,160,462
Accounts Receivable - Rates	\$473,511	\$1,307,745
Accounts Receivable - Sundry	\$713,284	\$253,576
GST Receivable	(\$0)	\$70,073
Contract Assets	\$3,766	\$3,766
Inventories	\$1,452	\$85,494
Land held for Resale	\$214,458	\$226,066
Loans - Clubs	\$0	\$0
CURRENT ASSETS	\$9,512,286	\$6,852,923
LESS: CURRENT LIABILITIES		
Payables	(\$418,286)	(\$319,211)
ATO Liabilities	(\$69,859)	(\$77,953)
Unspent Grant Liabilities	(\$841,286)	(\$841,286)
Employee Provisions	(\$741,815)	(\$741,815)
Accrued Interest on Loans	(\$41,618)	(\$41,618)
Interest Bearing Loans	(\$517,952)	(\$243,692)
Springhaven Accommodation Bonds	(\$3,695,000)	\$0
CURRENT LIABILITIES	(\$6,325,816)	(\$2,265,576)
LESS: EXCLUSIONS		
Cash - Restricted Reserves	(\$4,840,738)	(\$1,160,462)
Cash - Restricted Cash	\$0	\$0
Interest Bearing Loans	\$517,952	\$243,692
Self Supporting Loan Debtors	\$0	\$0
Less Land held for Resale	(\$151,000)	(\$226,066)
Less Provision for Doubtful Debts	\$8,993	\$8,993
Add back Cash backed LSL Provision		
Add Back Springhaven Bonds	\$3,695,000	\$0
Add Back Accrued Interest on Loans	\$41,618	\$41,618
Add: Current liabilities not expected to be cleared at end of year	\$741,815	\$741,815
Unspent loan funds - Loan 150	\$0	
Roundings	\$1	\$2
NET CURRENT POSITION - SURPLUS/(DEFICIT)	\$3,200,111	\$4,236,940

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
Proceeds Sale of Assets										
9608	Proceeds Sale of Assets - Furniture & Equipment	(\$123,225)	\$0	\$0	\$0	(\$123,225)	\$0	(\$123,225)		Increase in proceeds from sale of Springhaven furniture & equipment
9605	Proceeds Sale of Assets - Plant & Equipment	(\$126,775)	\$0	(\$55,000)	\$0	(\$179,775)	\$0	(\$124,775)		Increase in proceeds from sale of Springhaven plant & equipment, Decrease in proceeds from sale of community bus.
New	Proceeds Sale of Assets - Land	\$0	\$0	(\$80,000)	\$0	\$0	\$0	\$0	\$80,000	Decrease in proceeds from sale of land
Sub Total - PROCEEDS/REALISATION ON SALE OF ASSET		(\$250,000)	\$0	(\$135,000)	\$0	(\$303,000)	\$0	(\$248,000)	\$80,000	
Written Down Value										
New	00000 Written Down Value-	\$0	\$0	\$0	\$0	\$0	\$0			
Sub Total - WDV ON SALE OF ASSET		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - GAIN/LOSS ON DISPOSAL OF ASSET		(\$250,000)	\$0	(\$135,000)	\$0	(\$303,000)	\$0	(\$248,000)	\$80,000	
Sub Total - ABNORMAL ITEMS		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - OPERATING STATEMENT		(\$250,000)	\$0	(\$135,000)	\$0	(\$303,000)	\$0	(\$248,000)	\$80,000	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
GENERAL PURPOSE FUNDING - RATES										
OPERATING EXPENDITURE										
1112	Admin Allocated to Rates (Cash)	\$0	\$4,806	\$0	\$59,798	\$0	\$59,798	\$0	\$0	
1122	Admin Allocated to Rates (Non-Cash)	\$0	\$0	\$0	\$4,568	\$0	\$4,568	\$0	\$0	
1132	Rating Salaries	\$0	\$0	\$0	\$40,000	\$0	\$0	(\$40,000)	\$0	Decrease in salary allocations
1162	Superannuation	\$0	\$0	\$0	\$6,000	\$0	\$0	(\$6,000)	\$0	Decrease in superannuation
1182	Rates Printing/postage	\$0	\$178	\$0	\$3,000	\$0	\$3,000	\$0	\$0	
1192	Valuation Expenses	\$0	\$2,844	\$0	\$13,400	\$0	\$14,700	\$0	\$1,300	Increase in interim value expense
1202	Title Searches	\$0	\$0	\$0	\$500	\$0	\$500	\$0	\$0	
1222	Insurance - Emp Costs (Rates)	\$0	\$2,053	\$0	\$1,615	\$0	\$2,053	\$0	\$438	
1262	Legal Costs Incurred - Rates	\$0	\$0	\$0	\$2,000	\$0	\$2,000	\$0	\$0	
Sub Total - GENERAL RATES OP/EXP		\$0	\$9,880	\$0	\$130,881	\$0	\$86,619	(\$46,000)	\$1,738	
OPERATING INCOME										
1003	General Rates Levied	(\$5,147,440)	\$0	(\$5,147,439)	\$0	(\$5,147,440)	\$0	(\$1)	\$0	
1023	Interim Rates	\$5,499	\$0	(\$300)	\$0	\$0	\$0	\$0	\$300	
1053	Back Rates	(\$37)	\$0	(\$100)	\$0	(\$4,900)	\$0	(\$4,800)	\$0	Increase in back rates levied
1013	Ex-Gratia Rates	(\$2,442)	\$0	(\$2,219)	\$0	(\$2,442)	\$0	(\$223)	\$0	
1043	Non Payment Penalty Interest	(\$25,151)	\$0	(\$30,000)	\$0	(\$30,000)	\$0	\$0	\$0	
1073	Instalment Administration Charge	(\$4,401)	\$0	(\$4,000)	\$0	(\$4,401)	\$0	(\$401)	\$0	Increase in instalment admin fees.
1063	Instalment Interest Charge	(\$13,314)	\$0	(\$12,000)	\$0	(\$13,314)	\$0	(\$1,314)	\$0	Increase in instalment interest charge
1273	ESL Levy Admin Fee	(\$4,000)	\$0	(\$4,000)	\$0	(\$4,000)	\$0	\$0	\$0	
1092	Rates Written Off/Refunded	\$1,071	\$0	\$100	\$0	\$1,071	\$0	\$0	\$971	
1283	Settlement & Search Charges	(\$2,895)	\$0	(\$4,000)	\$0	(\$4,000)	\$0	\$0	\$0	
1263	Legal Expenses - Recovered	\$0	\$0	(\$2,000)	\$0	(\$2,000)	\$0	\$0	\$0	
Sub Total - GENERAL RATES OP/INC		(\$5,193,110)	\$0	(\$5,205,958)	\$0	(\$5,211,426)	\$0	(\$6,739)	\$1,271	
Total - GENERAL RATES		(\$5,193,110)	\$9,880	(\$5,205,958)	\$130,881	(\$5,211,426)	\$86,619	(\$52,739)	\$3,009	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		OTHER GENERAL PURPOSE FUNDING								
		OPERATING EXPENDITURE								
		Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP								
		OPERATING INCOME								
1333	Financial Assistance Grant	(\$4,748)	\$0	(\$132,209)	\$0	(\$9,496)	\$0	\$0	\$122,713	Decrease in general purpose grant due to overpayment in 23/24
1343	Grants Commission Local Roads Grant	(\$40,340)	\$0	(\$46,215)	\$0	(\$80,679)	\$0	(\$34,464)	\$0	Increase in local road grant
1373	Interest Received - Municipal	\$0	\$0	(\$500)	\$0	(\$500)	\$0	\$0	\$0	
1393	Interest Received - Reserves	(\$14,723)	\$0	(\$35,000)	\$0	(\$24,000)	\$0	\$0	\$11,000	Decrease in reserve interest due to reduction in investment amount.
	Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC	(\$59,811)	\$0	(\$213,924)	\$0	(\$114,675)	\$0	(\$34,464)	\$133,713	
	Total - OTHER GENERAL PURPOSE FUNDING	(\$59,811)	\$0	(\$213,924)	\$0	(\$114,675)	\$0	(\$34,464)	\$133,713	
	Total - GENERAL PURPOSE FUNDING	(\$5,252,921)	\$9,880	(\$5,419,882)	\$130,881	(\$5,326,101)	\$86,619	(\$87,203)	\$136,722	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
GOVERNANCE - MEMBERS OF COUNCIL										
OPERATING EXPENDITURE										
002D	Depreciation	\$0	\$681	\$0	\$10,172	\$0	\$10,172	\$0	\$0	
1502	Meeting Attendance Fees	\$0	\$43,096	\$0	\$100,152	\$0	\$100,152	\$0	\$0	
1508	Members Travelling	\$0	\$2,520	\$0	\$700	\$0	\$5,200	\$0	\$4,500	Increase in member travel expenses
1512	Conferences & Training Expenses	\$0	\$8,305	\$0	\$15,500	\$0	\$9,000	(\$6,500)	\$0	Decrease in member training expenses
1522	Members Communications Allowance	\$0	\$9,000	\$0	\$21,000	\$0	\$21,000	\$0	\$0	
1532	Election Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
1542	Presidents/Dep Allowances	\$0	\$11,400	\$0	\$38,000	\$0	\$38,000	\$0	\$0	
1562	Refreshments & Functions (Councillors)	\$0	\$6,507	\$0	\$11,100	\$0	\$11,100	\$0	\$0	
1572	Refreshments & Functions Staff)	\$0	\$2,035	\$0	\$6,000	\$0	\$6,000	\$0	\$0	
1592	Members Insurance	\$0	\$10,703	\$0	\$11,100	\$0	\$10,703	(\$397)	\$0	
1602	Subscriptions	\$0	\$35,335	\$0	\$26,114	\$0	\$36,124	\$0	\$10,010	Increase in WALGA subscription fees
1612	Misc Expenses - Members	\$0	\$44	\$0	\$1,500	\$0	\$0	(\$1,500)	\$0	Decrease in miscellaneous expense provision
1624	Integrated Planning Expenses	\$0	\$0	\$0	\$20,000	\$0	\$0	(\$20,000)	\$0	Defer Integrated planning projects to 25/26
1632	Vehicle Operating Expenses	\$0	\$381	\$0	\$0	\$0	\$381	\$0	\$381	
1662	Audit Fees	\$0	\$4,580	\$0	\$48,500	\$0	\$48,500	\$0	\$0	
1702	Administration Allocation (Cash)	\$0	\$96,112	\$0	\$498,312	\$0	\$461,189	(\$37,123)	\$0	Decrease in administration costs allocated to other programs
1712	Administration Allocation (Non-Cash)	\$0	\$0	\$0	\$22,838	\$0	\$22,835	(\$3)	\$0	
1772	Doubtful Debt Expenses	\$0	\$0	\$0	\$2,000	\$0	\$2,000	\$0	\$0	
1792	Legal Costs	\$0	\$0	\$0	\$3,000	\$0	\$3,000	\$0	\$0	
2075	VROC - Shared Services	\$0	\$0	\$0	\$2,000	\$0	\$5,000	\$0	\$3,000	Increase in VROC shared services expenses
2078	VROC - Projects	\$0	\$0	\$0	\$2,000	\$0	\$5,000	\$0	\$3,000	Increase in VROC project expenses
Sub Total - MEMBERS OF COUNCIL OP/EXP		\$0	\$230,700	\$0	\$839,988	\$0	\$795,356	(\$65,523)	\$20,891	
OPERATING INCOME										
1725	Donations/Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
002P	Profit on Sale of Asset (Gov)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - MEMBERS OF COUNCIL OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - MEMBERS OF COUNCIL		\$0	\$230,700	\$0	\$839,988	\$0	\$795,356	(\$65,523)	\$20,891	

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Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	GOVERNANCE - GENERAL									
	OPERATING EXPENDITURE									
003D	Depreciation (Sch 4)	\$0	\$44,534	\$0	\$114,190	\$0	\$114,190	\$0	\$0	
1852	Salaries - Admin	\$0	\$501,169	\$0	\$1,112,727	\$0	\$909,972	(\$202,755)	\$0	Decrease in salaries
1882	Admin Superannuation	\$0	\$63,534	\$0	\$122,495	\$0	\$122,495	\$0	\$0	
1892	Staff Insurances	\$0	\$43,107	\$0	\$37,235	\$0	\$37,235	\$0	\$0	
1902	FBT Admin Staff	\$0	\$0	\$0	\$17,000	\$0	\$17,000	\$0	\$0	
1912	Conference & Training	\$0	\$9,374	\$0	\$31,100	\$0	\$10,100	(\$21,000)	\$0	Decrease in staff conference expenses
1921	Staff Housing Subsidy	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
1922	Advertising	\$0	\$2,240	\$0	\$10,000	\$0	\$5,000	(\$5,000)	\$0	Decrease in advertising expenses
1931	Occupational Risk Co-Ordinator Costs	\$0	\$0	\$0	\$9,000	\$0	\$9,000	\$0	\$0	
1932	Occ Health & Safety	\$0	\$3,232	\$0	\$6,780	\$0	\$6,480	(\$300)	\$0	
1942	Staff Uniforms	\$0	\$4,067	\$0	\$2,000	\$0	\$4,067	\$0	\$2,067	Increase in uniform expenses for new staff
1952	Admin Staff Costs	\$0	\$11,368	\$0	\$14,600	\$0	\$14,600	\$0	\$0	
1957	Office Building Maintenance	\$0	\$9,386	\$0	\$9,138	\$0	\$15,454	\$0	\$6,316	Increase in electrical repairs and window repairs
1958	Office - Cleaning & Assoc	\$0	\$21,099	\$0	\$43,375	\$0	\$52,450	\$0	\$9,075	Increase in overheads allocations.
1959	Office - Utility Charges	\$0	\$4,088	\$0	\$14,500	\$0	\$14,500	\$0	\$0	
1962	Office Gardens & Surrounds-Mtce	\$0	\$1,891	\$0	\$10,520	\$0	\$8,750	(\$1,770)	\$0	Decrease in wages allocations.
1972	Admin Printing & Stationery	\$0	\$9,809	\$0	\$28,900	\$0	\$28,900	\$0	\$0	
1982	Telephone & Internet	\$0	\$10,257	\$0	\$27,715	\$0	\$26,820	(\$895)	\$0	Decrease in Telstra iPad charges
2002	Office Equip Maint	\$0	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$0	
2004	Office - Insurance.	\$0	\$38,296	\$0	\$40,699	\$0	\$38,296	(\$2,403)	\$0	Decrease in insurance premiums
2006	Donations CEO discretion	\$0	\$500	\$0	\$1,000	\$0	\$1,000	\$0	\$0	
2008	Donations - Council	\$0	\$95	\$0	\$1,000	\$0	\$1,000	\$0	\$0	
2012	Non Capital Purchases	\$0	\$2,422	\$0	\$2,500	\$0	\$2,500	\$0	\$0	
2022	Bank Charges	\$0	\$22,231	\$0	\$17,800	\$0	\$37,256	\$0	\$19,456	Increase in bank charges and ATO penalties.
2032	Postage & Freight	\$0	\$3,847	\$0	\$6,000	\$0	\$6,000	\$0	\$0	
2042	ICT Computer Support	\$0	\$32,280	\$0	\$124,550	\$0	\$124,550	\$0	\$0	
1992	ICT Software Licensing Fees	\$0	\$89,325	\$0	\$136,735	\$0	\$144,415	\$0	\$7,680	Increase in ITVision licence & support
2043	ICT Website Subscription & Upgrade	\$0	\$0	\$0	\$16,140	\$0	\$1,000	(\$15,140)	\$0	Duplication of WALGA Subscriptions
2044	ICT Hardware Purchases (<\$5,000)	\$0	\$764	\$0	\$3,000	\$0	\$3,000	\$0	\$0	See GL 1602
2052	Admin Vehicle Expenses	\$0	\$5,164	\$0	\$34,500	\$0	\$19,057	(\$15,443)	\$0	Decrease in plant cost allocations.
2062	Admin Legal Expenses	\$0	\$33,501	\$0	\$20,000	\$0	\$40,000	\$0	\$20,000	Increase in legal advice expenses - Springhaven disposal
2274	HR/IR Consultants	\$0	\$0	\$0	\$5,000	\$0	\$20,000	\$0	\$15,000	Increase in HR consultant expenses
2277	Finance Consultants	\$0	\$59,392	\$0	\$74,400	\$0	\$97,500	\$0	\$23,100	Increase in financial consulting fees relating to data collection for superannuation under payment

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
2275	Records Management	\$0	\$54	\$0	\$5,880	\$0	\$6,050	\$0	\$170	
2278	Security Monitoring	\$0	\$1,047	\$0	\$1,430	\$0	\$1,722	\$0	\$292	
2092	Mis Expense - Admin	\$0	\$638	\$0	\$4,540	\$0	\$5,104	\$0	\$564	
2102	Admin - Novated Lease Expenses	\$0	\$10,555	\$0	\$19,605	\$0	\$21,110	\$0	\$1,505	Increase in novated lease expenses
2172	Less Admin Non Cash Realloc	\$0	\$0	\$0	(\$114,190)	\$0	(\$114,190)	\$0	\$0	
2182	Less Admin Cash Exp Realloc	\$0	(\$480,560)	\$0	(\$1,993,259)	\$0	(\$1,832,273)	\$0	\$160,986	Decrease in administration costs allocated to other programs
Sub Total - GOVERNANCE - GENERAL OP/EXP		\$0	\$558,707	\$0	\$19,605	\$0	\$21,110	(\$264,706)	\$266,211	
OPERATING INCOME										
2053	Sundry Misc Income - Admin	(\$3,749)	\$0	(\$300)	\$0	(\$2,300)	\$0	(\$2,000)	\$0	Increase in reimbursements and contributions
2083	Police Licensing Commissions	(\$19,718)	\$0	(\$40,000)	\$0	(\$40,000)	\$0	\$0	\$0	
2113	Admin - Novated Lease Contributions	(\$10,555)	\$0	(\$19,605)	\$0	(\$21,110)	\$0	(\$1,505)	\$0	Increase in novated lease contributions
2143	Photocopying Fees	(\$17)	\$0	(\$20)	\$0	(\$20)	\$0	\$0	\$0	
Sub Total - GOVERNANCE - GENERAL OP/INC		(\$34,038)	\$0	(\$59,925)	\$0	(\$63,430)	\$0	(\$3,505)	\$0	
Total - GOVERNANCE - GENERAL		(\$34,038)	\$558,707	(\$59,925)	\$19,605	(\$63,430)	\$21,110	(\$268,211)	\$266,211	
Total - GOVERNANCE		(\$34,038)	\$789,406	(\$59,925)	\$859,593	(\$63,430)	\$816,466	(\$333,734)	\$287,102	

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Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income		Expense		Income		Expense		Income		Expense		FAVOURABLE	UNFAVOURABLE	COMMENT
LAW ORDER & PUBLIC SAFETY																
FIRE PREVENTION																
OPERATING EXPENDITURE																
2272	Emergency Operating Expenses	\$0	\$2,445	\$0	\$7,500	\$0	\$8,655	\$0	\$1,155	Increase in SMS messaging expenses, increase in other transport expenses						
2271	Emergency Operations Room - Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0							
2281	Community Emergency Services Manager	\$0	\$8,266	\$0	\$20,000	\$0	\$20,000	\$0	\$0							
2292	Fire Hazard Reduction	\$0	\$23,094	\$0	\$15,763	\$0	\$38,801	\$0	\$23,038	Increase in wages, overheads and plant allocations						
2302	Ground & Aerial Inspections	\$0	\$0	\$0	\$4,600	\$0	\$0	(\$4,600)	\$0	Decrease in aerial inspection expenses						
2322	Administration Costs	\$0	\$111	\$0	\$5,400	\$0	\$5,400	\$0	\$0							
2342	Fire Fighting - Shire Resources	\$0	\$1,878	\$0	\$4,424	\$0	\$4,008	(\$416)	\$0	Increase in wages allocation						
2362	Bushfire Mitigation Expenses	\$0	\$0	\$0	\$0	\$0	\$45,500	\$0	\$45,500	Increase in contractor expenses for bushfire mitigation works - funded by grant						
2372	Brigade Expenses	\$0	\$72,742	\$0	\$89,570	\$0	\$88,570	(\$1,000)	\$0							
2294	BRPC - Superannuation	\$0	\$83	\$0	\$0	\$0	\$0	\$0	\$0							
2382	Administration Allocated - Cash	\$0	\$14,417	\$0	\$59,798	\$0	\$59,798	\$0	\$0							
2442	Administration Allocated - Non-Cash	\$0	\$0	\$0	\$1,142	\$0	\$1,142	\$0	\$0							
2443	Interest on Loan - Bushfire	\$0	\$16,980	\$0	\$24,905	\$0	\$24,905	\$0	\$0							
2444	Govt Guarantee Fee - Loan 150 Expense	\$0	\$1,340	\$0	\$1,680	\$0	\$2,290	\$0	\$610	Increase in government guarantee fee						
004D	Buildings Depreciation	\$0	\$14,996	\$0	\$41,250	\$0	\$41,250	\$0	\$0							
Sub Total - FIRE PREVENTION OP/EXP		\$0	\$156,351	\$0	\$276,032	\$0	\$340,319	(\$6,016)	\$70,303							
OPERATING INCOME																
2363	Fines & Penalties	(\$250)	\$0	(\$2,000)	\$0	(\$500)	\$0	\$0	\$1,500	Decrease in fines income						
2383	Sale of Fire Maps	(\$127)	\$0	(\$50)	\$0	(\$127)	\$0	(\$77)	\$0							
2393	Sundry Misc income - Fire	(\$4,323)	\$0	(\$3,200)	\$0	(\$4,323)	\$0	(\$1,123)	\$0	Increase in reimbursements						
2373	ESL Levy Funding	(\$23,114)	\$0	(\$75,000)	\$0	(\$72,288)	\$0	\$0	\$2,712	Decrease in ESL grant						
2343	Operating Grant Income	\$0	\$0	\$0	\$0	(\$22,750)	\$0	(\$22,750)	\$0	New bushfire mitigation grant						
2463	BRMC - Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0							
Sub Total - FIRE PREVENTION OP/INC		(\$27,814)	\$0	(\$80,250)	\$0	(\$99,988)	\$0	(\$23,950)	\$4,212							
Total - FIRE PREVENTION		(\$27,814)	\$156,351	(\$80,250)	\$276,032	(\$99,988)	\$340,319	(\$29,966)	\$74,515							

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		ANIMAL CONTROL								
		OPERATING EXPENDITURE								
2492	Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2522	Superannuation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2532	Other Employment Costs	\$0	\$4,105	\$0	\$4,031	\$0	\$5,300	\$0	\$1,269	Increase in insurance premium
2542	Conference & Training	\$0	\$0	\$0	\$1,500	\$0	\$0	(\$1,500)	\$0	Decrease in conference expenses
2552	Ranger Vehicle	\$0	\$1,317	\$0	\$0	\$0	\$2,500	\$0	\$2,500	Increase in plant allocations
2562	Dog Control Expenses	\$0	\$502	\$0	\$3,195	\$0	\$3,197	\$0	\$2	
2572	Dog Pound Expenses	\$0	\$0	\$0	\$2,600	\$0	\$2,600	\$0	\$0	
2573	Contract Ranger Expenses	\$0	\$20,853	\$0	\$24,000	\$0	\$44,000	\$0	\$20,000	Increase in contract ranger expenses
2582	Other Animal Control	\$0	\$0	\$0	\$500	\$0	\$500	\$0	\$0	
2583	Cat Control Expenses	\$0	\$5	\$0	\$660	\$0	\$660	\$0	\$0	
2584	Cat Pound Expenses	\$0	\$13	\$0	\$600	\$0	\$600	\$0	\$0	
2602	Administration Allocated - Cash	\$0	\$4,806	\$0	\$59,798	\$0	\$59,798	\$0	\$0	
2612	Administration Allocated - Non-Cash	\$0	\$0	\$0	\$1,142	\$0	\$1,142	\$0	\$0	
005D	Depreciation Buildings - Animal Control	\$0	\$814	\$0	\$450	\$0	\$450	\$0	\$0	
	Sub Total - ANIMAL CONTROL OP/EXP	\$0	\$32,415	\$0	\$98,476	\$0	\$120,747	(\$1,500)	\$23,771	
	OPERATING INCOME									
2633	Ranger Income	\$0	\$0	(\$20,000)	\$0	\$0	\$0	\$0	\$20,000	Decrease in ranger income
2653	Fines & Penalties - Dog Act	(\$497)	\$0	(\$230)	\$0	(\$497)	\$0	(\$267)	\$0	Increase in fines issued
2654	Fines & Penalties - Cat Act	\$0	\$0	(\$250)	\$0	\$0	\$0	\$0	\$250	Decrease in fines issued
2663	Impounding Fees - Dogs	(\$1,000)	\$0	(\$350)	\$0	(\$1,000)	\$0	(\$650)	\$0	Increase in impounding fines
2664	Impounding Fees - Cats	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2673	Dog Registrations	(\$1,433)	\$0	(\$3,500)	\$0	(\$2,800)	\$0	\$0	\$700	Decrease in dog registration fees
2674	Cat Registrations	(\$275)	\$0	(\$500)	\$0	(\$500)	\$0	\$0	\$0	
	Sub Total - ANIMAL CONTROL OP/INC	(\$3,205)	\$0	(\$24,830)	\$0	(\$4,797)	\$0	(\$917)	\$20,950	
	Total - ANIMAL CONTROL	(\$3,205)	\$32,415	(\$24,830)	\$98,476	(\$4,797)	\$120,747	(\$2,417)	\$44,721	

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		OTHER LAW ORDER & PUBLIC SAFETY								
		OPERATING EXPENDITURE								
2832	Vehicle Impounding	\$0	\$40	\$0	\$1,500	\$0	\$1,500	\$0	\$0	
2862	Local Law review	\$0	\$0	\$0	\$6,000	\$0	\$3,000	(\$3,000)	\$0	Decrease in contractor expense.
	Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP	\$0	\$40	\$0	\$7,500	\$0	\$4,500	(\$3,000)	\$0	
		OPERATING INCOME								
2863	Income - Misc Other Law & Order	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2823	Non-Operating Grant income	\$0	\$0	(\$135,335)	\$0	(\$135,335)	\$0	\$0	\$0	
	Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC	\$0	\$0	(\$135,335)	\$0	(\$135,335)	\$0	\$0	\$0	
	Total - OTHER LAW ORDER PUBLIC SAFETY	\$0	\$40	(\$135,335)	\$7,500	(\$135,335)	\$4,500	(\$3,000)	\$0	
	Total - LAW ORDER & PUBLIC SAFETY	(\$31,018)	\$188,805	(\$240,415)	\$382,008	(\$240,120)	\$465,566	(\$35,383)	\$119,236	

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	HEALTH									
	HEALTH ADMINISTRATION & INSPECTION									
	OPERATING EXPENDITURE									
3102	Health Salaries	\$0	\$10,850	\$0	\$0	\$0	\$10,850	\$0	\$10,850	Increase in salaries paid
3132	Superannuation	\$0	\$10,189	\$0	\$0	\$0	\$10,189	\$0	\$10,189	Increase in superannuation paid
3142	Fringe Benefits Tax	\$0	\$0	\$0	\$12,000	\$0	\$0	(\$12,000)	\$0	Decrease in FBT expense
3152	Conferences & Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
										Increase in insurance premium.
3162	Health - Other Employment Costs	\$0	\$2,851	\$0	\$27,281	\$0	\$20,723	(\$6,558)	\$0	Decrease in Materials expense for vehicle.
3164	Health - Contractors	\$0	\$0	\$0	\$45,000	\$0	\$30,000	(\$15,000)	\$0	Decease in contract EHO expense
3212	Admin Allocation to HIA - Cash	\$0	\$4,806	\$0	\$59,798	\$0	\$59,798	\$0	\$0	
3242	Analytical Expenses	\$0	\$479	\$0	\$2,000	\$0	\$2,000	\$0	\$0	
3252	Administration Allocated - Non-cash	\$0	\$0	\$0	\$1,713	\$0	\$1,713	\$0	\$0	
	Sub Total - HEALTH ADMIN & INSPECTION OP/EXP	\$0	\$29,175	\$0	\$147,792	\$0	\$135,273	(\$33,558)	\$21,039	
	OPERATING INCOME									
3223	Health Act fees, Licences	(\$2,118)	\$0	(\$1,200)	\$0	(\$2,118)	\$0	(\$918)	\$0	Increase in licence fees
3233	Septic Tank Inspection Fees	\$0	\$0	(\$200)	\$0	(\$200)	\$0	\$0	\$0	
3253	Health Other income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3283	Health Consultancy Income - Resource Sharing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub Total - HEALTH ADMIN & INSPECTION OP/INC	(\$2,118)	\$0	(\$1,400)	\$0	(\$2,318)	\$0	(\$918)	\$0	
	Total - HEALTH ADMIN & INSPECTION	(\$2,118)	\$29,175	(\$1,400)	\$147,792	(\$2,318)	\$135,273	(\$34,476)	\$21,039	

SHIRE OF KOJONUP
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Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		OTHER HEALTH								
		OPERATING EXPENDITURE								
3362		Doctor's Surgery Maint	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3360		Doctor Services Expenses	\$0	\$62,500	\$0	\$250,000	\$0	\$250,000	\$0	\$0
3361		Interest Paid on Loans	\$0	\$919	\$0	\$1,800	\$0	\$1,800	\$0	\$0
3368		Loan Guarantee Fee	\$0	\$376	\$0	\$520	\$0	\$520	\$0	\$0
009D		Depreciation Buildings	\$0	\$9,347	\$0	\$17,875	\$0	\$17,875	\$0	\$0
		Sub Total - OTHER HEALTH OP/EXP	\$0	\$73,143	\$0	\$270,195	\$0	\$270,195	\$0	\$0
		OPERATING INCOME								
		Sub Total - OTHER HEALTH OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		Total - OTHER HEALTH	\$0	\$73,143	\$0	\$270,195	\$0	\$270,195	\$0	\$0
		Total - HEALTH	(\$2,118)	\$102,317	(\$1,400)	\$417,987	(\$2,318)	\$405,468	(\$34,476)	\$21,039

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	EDUCATION & WELFARE									
	EDUCATION									
	OPERATING EXPENDITURE									
3455	Play in the Park	\$0	\$0	\$0	\$2,500	\$0	\$1,750	(\$750)		\$0
3452	Smart Start Expenses	\$0	\$2,860	\$0	\$2,860	\$0	\$2,860	\$0		\$0
	Sub Total - EDUCATION OP/EXP	\$0	\$2,860	\$0	\$5,360	\$0	\$4,610	(\$750)		\$0
	OPERATING INCOME									
	Sub Total-EDUCATION OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
	Total - EDUCATION	\$0	\$2,860	\$0	\$5,360	\$0	\$4,610	(\$750)		\$0
	PRE-SCHOOL/OTHER EDUCATION									
	OPERATING EXPENDITURE									
3462	Child Care Centre - Building Maint	\$0	\$1,877	\$0	\$4,369	\$0	\$4,245	(\$124)		Increase in electrical repairs, decrease \$0 in insurance
3464	Child Care Centre - Grounds Maint	\$0	\$0	\$0	\$1,000	\$0	\$0	(\$1,000)		Decrease in wages and overheads
3477	Kindy Café	\$0	\$7,124	\$0	\$15,200	\$0	\$14,700	(\$500)		\$0 allocations.
3472	Playgroup/Toy Library - Building Maint	\$0	\$2,973	\$0	\$5,536	\$0	\$5,356	(\$180)		\$0 Increase in wages
3474	Playgroup/Toy Library - Grounds Maint	\$0	\$508	\$0	\$5,215	\$0	\$3,965	(\$1,250)		\$0 Decrease in insurance premium
3478	SPARK - Expenditure	\$0	\$258	\$0	\$3,000	\$0	\$3,000	\$0		\$0 Decrease in wages allocations.
006D	DEPRECIATION (SCH 8)	\$0	\$8,065	\$0	\$21,190	\$0	\$21,190	\$0		\$0
	Sub Total - OTHER EDUCATION OP/EXP	\$0	\$20,805	\$0	\$55,510	\$0	\$52,456	(\$3,054)		\$0
	OPERATING INCOME									
3463	Occasional Care Rent	(\$1,459)	\$0	(\$2,496)	\$0	(\$2,496)	\$0	\$0		\$0
3465	Grant - Kindy Café	(\$7,820)	\$0	(\$20,000)	\$0	(\$7,820)	\$0	\$0	\$12,180	Decrease in Kindy Café operating grant
3467	Grant - Playgroup/Toy Library Shade	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
3473	Playgroup/Toy Library Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
3475	SPARK - Income	(\$2,340)	\$0	(\$3,000)	\$0	(\$2,340)	\$0	\$0	\$660	Decrease in SPARK Income
3483	LR&CIP Grant - Old School Roof	\$0	\$0	(\$50,000)	\$0	(\$50,000)	\$0	\$0		\$0
	Sub Total - OTHER EDUCATION OP/INC	(\$11,619)	\$0	(\$75,496)	\$0	(\$62,656)	\$0	\$0	\$12,840	
	Total - OTHER EDUCATION	(\$11,619)	\$20,805	(\$75,496)	\$55,510	(\$62,656)	\$52,456	(\$3,054)		\$12,840
	Total - EDUCATION & WELFARE	(\$11,619)	\$23,665	(\$75,496)	\$60,870	(\$62,656)	\$57,066	(\$3,804)		\$12,840

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	HOUSING									
	SPRING HAVEN HOUSING									
3752	Spring Haven Salaries	\$0	\$777,841	\$0	\$446,760	\$0	\$777,841	\$0	\$331,081	Increase in wages and contract expenses due to additional time prior to disposal
3742	Spring Haven - FBT Expenses	\$0	\$0	\$0	\$5,071	\$0	\$0	(\$5,071)	\$0	Decrease in FBT expense.
3772	Spring Haven Superannuation	\$0	\$68,279	\$0	\$143,775	\$0	\$168,279	\$0	\$24,504	Increase in superannuation expenses
3782	Conferences & Training	\$0	\$1,685	\$0	\$3,500	\$0	\$1,685	(\$1,815)	\$0	Decrease in materials expense.
3792	Uniforms & Protective Clothing	\$0	\$441	\$0	\$1,250	\$0	\$441	(\$809)	\$0	
3802	Recruitment Expenses	\$0	\$3,059	\$0	\$350	\$0	\$3,059	\$0	\$2,709	
3821	Spring H - Staff Housing Subsidy	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3822	Vehicle Expenses	\$0	\$737	\$0	\$1,750	\$0	\$1,134	(\$616)	\$0	
3842	Spring Haven Telephone	\$0	\$2,590	\$0	\$3,000	\$0	\$2,590	(\$410)	\$0	
3862	Subscriptions	\$0	\$2,510	\$0	\$5,945	\$0	\$2,510	(\$3,435)	\$0	Decrease in materials expenses
3872	Postage & Freight	\$0	\$713	\$0	\$355	\$0	\$713	\$0	\$358	
3882	Minor Office Expenses/Stationery	\$0	\$72	\$0	\$350	\$0	\$72	(\$278)	\$0	
3892	Office Equipment Maintenance	\$0	\$0	\$0	\$500	\$0	\$0	(\$500)	\$0	
3893	Software Operating	\$0	\$1,908	\$0	\$3,315	\$0	\$1,908	(\$1,407)	\$0	Decrease in contractor expenses
3902	Spring Haven Building Operating Expenses	\$0	\$35,617	\$0	\$27,702	\$0	\$48,366	\$0	\$20,664	Increase in building maintenance expenses and equipment replacement
3903	Spring Haven Building Maint (Unforseen)	\$0	\$17,891	\$0	\$3,400	\$0	\$20,648	\$0	\$17,248	Increase in plumbing repairs, fire equipment repairs and kitchen appliance repairs
3904	Spring Haven Grounds Maint	\$0	\$2,381	\$0	\$22,775	\$0	\$13,975	(\$8,800)	\$0	Decrease in wages and plant cost allocations.
3906	Springhaven Building Non Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3908	Spring H - Security	\$0	\$0	\$0	\$3,500	\$0	\$0	(\$3,500)	\$0	Decrease in security expenses
3912	Medical/Pharmaceutical Services	\$0	\$19,493	\$0	\$16,500	\$0	\$19,493	\$0	\$2,993	Increase in medical expenses
3913	Allied Health	\$0	\$14,000	\$0	\$12,725	\$0	\$14,000	\$0	\$1,275	Increase in Physio and podiatry expenses
3914	Utilities	\$0	\$21,424	\$0	\$12,873	\$0	\$21,436	\$0	\$8,563	Increase in electricity expenses
3915	Refund of Interest on Deposit Principal	\$0	\$14,110	\$0	\$0	\$0	\$14,110	\$0	\$14,110	Increase in refund of interest on housing deposits
3812	Spring H - Workers Comp/Journey Ins	\$0	\$57,477	\$0	\$11,285	\$0	\$57,477	\$0	\$46,192	Increase in insurance
3916	Insurance	\$0	\$17,787	\$0	\$6,595	\$0	\$17,787	\$0	\$11,192	Increase in insurance
3922	Cleaning & Laundry	\$0	\$3,070	\$0	\$10,300	\$0	\$3,133	(\$7,167)	\$0	Decrease in materials expenses and contractor expenses
3924	SPRING H - CLEANING & LAUNDRY	\$0	\$64	\$0	\$0	\$0	\$64	\$0	\$64	
3932	Non-Capital Equipment Expenses	\$0	\$2,419	\$0	\$2,375	\$0	\$2,419	\$0	\$44	
3942	Meals & Refreshments	\$0	\$36,159	\$0	\$30,230	\$0	\$36,159	\$0	\$5,929	Increase in meal costs
3952	Residents Activities	\$0	\$2,020	\$0	\$750	\$0	\$750	\$0	\$0	
3962	Public Liability Insurance	\$0	\$8,839	\$0	\$8,840	\$0	\$8,839	(\$1)	\$0	
3974	Spring Haven Aged Care Consultants	\$0	\$0	\$0	\$1,500	\$0	\$0	(\$1,500)	\$0	Decrease in consultant fees
3918	Spring H - Consultants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3928	Spring H - COVID-19 Additional Costs	\$0	\$0	\$0	\$1,250	\$0	\$0	(\$1,250)	\$0	Decrease in COVID costs
3982	Administration Allocated Non-Cash	\$0	\$0	\$0	\$5,710	\$0	\$5,710	\$0	\$1	
3992	Administration Allocated - Cash	\$0	\$72,084	\$0	\$99,663	\$0	\$99,663	\$0	\$0	

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		COMMENT
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	
010A	A/L ACCRUAL Spring. (SCH 9)	\$0	\$64,438	\$0	\$0	\$0	\$64,438	\$0	\$64,438	Increase in payout of annual leave entitlements
010L	LSL ACCRUAL Spring (SCH 9)	\$0	\$53,481	\$0	\$0	\$0	\$53,481	\$0	\$53,481	Increase in payout of long service leave entitlements.
012D	Spring Haven Depreciation	\$0	\$68,656	\$0	\$42,309	\$0	\$68,656	\$0	\$26,347	Increase in asset depreciation.
013D	Spring Haven Depreciation	\$0	\$5,580	\$0	\$3,333	\$0	\$5,580	\$0	\$2,248	Increase in asset depreciation.
Sub Total - SPRING HAVEN HOUSING OP/EXP		\$0	\$1,376,825	\$0	\$939,535	\$0	\$1,536,416	(\$36,559)	\$633,440	
OPERATING INCOME										
4003	Spring Haven Resident Rent	(\$187,326)	\$0	(\$150,000)	\$0	(\$187,326)	\$0	(\$37,326)	\$0	Increase in rent received
4013	Spring Haven - Personal Care Grant Subsidy	(\$604,604)	\$0	(\$500,000)	\$0	(\$604,604)	\$0	(\$104,604)	\$0	Increase in grant received
1395	INTEREST ON UNPAID BONDS	(\$4,841)	\$0	(\$12,540)	\$0	(\$4,841)	\$0	\$0	\$7,699	Decrease in interest earned on housing deposits
4043	Spring H - Grant - COVID-19 Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
4143	Miscellaneous Income	\$0	\$0	(\$129,000)	\$0	\$0	\$0	\$0	\$129,000	Decrease in miscellaneous income - offset by proceeds received for sale of assets See GL # 9605 and 9608.
4023	Spring Haven Donations	\$0	\$0	(\$3,000)	\$0	\$0	\$0	\$0	\$3,000	Decrease in donations received
3993	Spring H - Grant - ACAR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
4303	Spring H - Grant - Security	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
022P	Spring H - Profit on Sale of Assets	(\$71,000)	\$0	\$0	\$0	(\$71,000)	\$0	(\$71,000)	\$0	Profit on disposal of assets
Sub Total - SPRING HAVEN HOUSING OP/INC		(\$867,769)	\$0	(\$794,540)	\$0	(\$867,771)	\$0	(\$212,930)	\$139,699	
Total - SPRING HAVEN HOUSING		(\$867,769)	\$1,376,825	(\$794,540)	\$939,535	(\$867,771)	\$1,536,416	(\$249,489)	\$773,139	

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And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	STAFF HOUSING									
	OPERATING EXPENDITURE									
3768	Staff Housing Building Maintenance	\$0	\$9,852	\$0	\$15,950	\$0	\$23,182	\$0	\$7,232	Increase in contractor expenses for electrical and plumbing repairs and building maintenance
3769	Staff Housing - Operating Expenses	\$0	\$21,039	\$0	\$41,686	\$0	\$39,036	(\$2,650)	\$0	Decrease in wages allocations. Decrease in water expenses, Increase in insurance expenses.
3764	Staff Housing - Ground Maint. Various	\$0	\$5,826	\$0	\$12,700	\$0	\$13,960	\$0	\$1,260	Increase in overheads and plant cost allocations.
3770	Loan Guarantee Fee L135 & L140	\$0	\$3,743	\$0	\$7,620	\$0	\$7,620	\$0	\$0	
3771	Staff Housing Loan Interest	\$0	\$13,006	\$0	\$25,696	\$0	\$25,696	\$0	\$0	
011D	Housing Depreciation	\$0	\$39,991	\$0	\$95,520	\$0	\$95,520	\$0	\$0	
	Sub Total - STAFF HOUSING OP/EXP	\$0	\$93,457	\$0	\$199,172	\$0	\$205,014	(\$2,650)	\$8,492	
	OPERATING INCOME									
3703	Residential Rent - Staff	(\$8,716)	\$0	(\$46,904)	\$0	(\$16,985)	\$0	\$0	\$29,919	Decrease in staff housing rental income
	Sub Total - STAFF HOUSING OP/INC	(\$8,716)	\$0	(\$46,904)	\$0	(\$16,985)	\$0	\$0	\$29,919	
	Total - STAFF HOUSING	(\$8,716)	\$93,457	(\$46,904)	\$199,172	(\$16,985)	\$205,014	(\$2,650)	\$38,411	

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	HOUSING OTHER									
	OPERATING EXPENDITURE									
4062	Loton Close ILU's Building Maint	\$0	\$3,419	\$0	\$13,974	\$0	\$15,307	\$0	\$1,333	Increase in wages allocation Decrease in wages and overheads allocations, decrease in materials and contract expenses.
4064	Loton Close ILU's Grounds Maint	\$0	\$2,814	\$0	\$12,380	\$0	\$10,780	(\$1,600)	\$0	
4065	Loton Close ILU's Utilities	\$0	\$12,871	\$0	\$34,980	\$0	\$31,650	(\$3,330)	\$0	Decrease in water expenses
4066	Loton Close ILU's Insurance	\$0	\$7,588	\$0	\$9,515	\$0	\$9,515	\$0	\$0	
4202	J Sullivan Units Building Maintenance	\$0	\$7,161	\$0	\$14,637	\$0	\$14,975	\$0	\$338	
4204	J Sullivan Units Grounds Maintenance	\$0	\$0	\$0	\$17,800	\$0	\$13,350	(\$4,450)	\$0	Decrease in wages allocations.
4205	J Sullivan Units Utilities	\$0	\$3,163	\$0	\$10,745	\$0	\$10,745	\$0	\$0	
4206	J Sullivan Units Insurance	\$0	\$1,869	\$0	\$2,205	\$0	\$2,205	\$0	\$0	
4254	Interest Paid on Loans	\$0	\$5,804	\$0	\$11,067	\$0	\$11,067	\$0	\$0	
4255	Loan Guarantee Fee (Housing Other)	\$0	\$2,832	\$0	\$5,380	\$0	\$5,438	\$0	\$58	
4232	Bagg Street Units Operating	\$0	\$3,162	\$0	\$6,729	\$0	\$6,729	\$0	\$0	
4256	GROH - Building Maintenance	\$0	\$7,071	\$0	\$10,061	\$0	\$10,965	\$0	\$904	Increase in insurance
	Sub Total - HOUSING OTHER OP/EXP	\$0	\$57,754	\$0	\$149,473	\$0	\$142,726	(\$9,380)	\$2,633	
	OPERATING INCOME									
4083	Loton Close ILU's Rent	(\$96,797)	\$0	(\$166,920)	\$0	(\$175,000)	\$0	(\$8,080)	\$0	Increase in ILU rent income
4103	Loton Close ILU's - Power Recoups	(\$8,769)	\$0	(\$15,000)	\$0	(\$15,000)	\$0	\$0	\$0	
4203	J Sullivan Units - Rent	(\$20,440)	\$0	(\$37,000)	\$0	(\$37,000)	\$0	\$0	\$0	
4243	GROH - Rent	(\$78,305)	\$0	(\$125,000)	\$0	(\$130,000)	\$0	(\$5,000)	\$0	Increase in GROH Rent income
	Sub Total - HOUSING OTHER OP/INC	(\$204,311)	\$0	(\$343,920)	\$0	(\$357,000)	\$0	(\$13,080)	\$0	
	Total - HOUSING OTHER	(\$204,311)	\$57,754	(\$343,920)	\$149,473	(\$357,000)	\$142,726	(\$22,460)	\$2,633	
	Total - HOUSING	(\$1,080,797)	\$1,528,035	(\$1,185,364)	\$1,288,180	(\$1,241,756)	\$1,884,156	(\$274,599)	\$814,183	

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		COMMUNITY AMENITIES								
		SANITATION - HOUSEHOLD REFUSE								
		OPERATING EXPENDITURE								
5022	Refuse Collection - Kerbside	\$0	\$39,070	\$0	\$80,080	\$0	\$80,080	\$0	\$0	
5012	Refuse Site Maintenance	\$0	\$930	\$0	\$11,550	\$0	\$6,450	(\$5,100)		Decrease in wages and plant cost allocations.
5013	Refuse Site Rehabilitation	\$0	\$310	\$0	\$3,518	\$0	\$3,718	\$0	\$200	
5002	Recycling Depot/Transfer Stn - Contract	\$0	\$90,582	\$0	\$195,385	\$0	\$196,511	\$0	\$1,126	Increase in tipping fees
5122	Recycling Collection - Kerbside	\$0	\$33,660	\$0	\$69,370	\$0	\$69,370	\$0	\$0	
5142	Recycling Education	\$0	\$0	\$0	\$700	\$0	\$700	\$0	\$0	
5123	Waste Management Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
014D	Depreciation (Sch 10)	\$0	\$1,868	\$0	\$4,405	\$0	\$4,405	\$0	\$0	
	Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP	\$0	\$166,420	\$0	\$365,008	\$0	\$361,234	(\$5,100)	\$1,326	
		OPERATING INCOME								
5023	Collection Charges - Kerbside	(\$285,310)	\$0	(\$284,384)	\$0	(\$285,310)	\$0	(\$926)		\$0 Increase in bin collection fees.
5033	Recycling/Transfer Station Rental	\$0	\$0	(\$2,300)	\$0	\$0	\$0	\$0	\$2,300	Decrease in transfer station rental fees
5183	Sale of Recyclables	\$0	\$0	(\$350)	\$0	\$0	\$0	\$0	\$350	Decrease in sal eof recyclables
	Sub Total - SANITATION H/HOLD REFUSE OP/INC	(\$285,310)	\$0	(\$287,034)	\$0	(\$285,310)	\$0	(\$926)	\$2,650	
	Total - SANITATION HOUSEHOLD REFUSE	(\$285,310)	\$166,420	(\$287,034)	\$365,008	(\$285,310)	\$361,234	(\$6,026)	\$3,976	

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	SANITATION OTHER									
	OPERATING EXPENDITURE									
5027	Verge Pick Up - Hard Waste	\$0	\$0	\$0	\$30,000	\$0	\$0	(\$30,000)	\$0	Hard waste pickup not occurring
5251	Street Bins Collection - Contract	\$0	\$21,145	\$0	\$40,085	\$0	\$42,300	\$0	\$2,215	Increase in street bin collection expenses
5252	Street Bins Collection	\$0	\$0	\$0	\$315	\$0	\$315	\$0	\$0	
5262	Repair Street Bins	\$0	\$0	\$0	\$200	\$0	\$200	\$0	\$0	
5263	Drum Muster	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$0	
5264	Transport of Waste & Loader Hire	\$0	\$32,022	\$0	\$71,300	\$0	\$71,300	\$0	\$0	
5265	Bulk Bin Hire Expenses	\$0	\$0	\$0	\$2,780	\$0	\$2,780	\$0	\$0	
5266	Bulk Bin Removal Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub Total - SANITATION OTHER OP/EXP	\$0	\$53,167	\$0	\$149,680	\$0	\$121,895	(\$30,000)	\$2,215	
	OPERATING INCOME									
5103	Tip Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5303	Litter Infringements	(\$500)	\$0	(\$200)	\$0	(\$500)	\$0	(\$300)	\$0	
5304	Drum Muster Reimbursement Income	\$0	\$0	(\$5,000)	\$0	(\$5,000)	\$0	\$0	\$0	
	Sub Total - SANITATION OTHER OP/INC	(\$500)	\$0	(\$5,200)	\$0	(\$5,500)	\$0	(\$300)	\$0	
	Total - SANITATION OTHER	(\$500)	\$53,167	(\$5,200)	\$149,680	(\$5,500)	\$121,895	(\$30,300)	\$2,215	

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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		SEWERAGE								
		OPERATING EXPENDITURE								
5090		Liquid Waste Pond - Maintenance	\$0	\$435	\$0	\$1,370	\$0	\$1,370	\$0	\$0
		Sub Total - SEWERAGE OP/EXP	\$0	\$435	\$0	\$1,370	\$0	\$1,370	\$0	\$0
		OPERATING INCOME								
5190		Liquid Waste Disposal Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Sub Total - SEWERAGE OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Total - SEWERAGE	\$0	\$435	\$0	\$1,370	\$0	\$1,370	\$0	\$0

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ACCOUNT	JOB	Income		Expense		Income		Expense		FAVOURABLE	UNFAVOURABLE	COMMENT
PROTECTION OF THE ENVIRONMENT												
OPERATING EXPENDITURE												
5619	Southern Dirt Contribution	\$0	\$0	\$0	\$15,000	\$0	\$15,000	\$0	\$0			
5612	NRM Office Expenses	\$0	\$0	\$0	\$300	\$0	\$300	\$0	\$0			
5616	NRM - Salaries & Wages/Consultancy Fees	\$0	\$900	\$0	\$7,300	\$0	\$5,350	(\$1,950)	\$0			Decrease in wages allocation.
5601	NRM Vehicle Costs	\$0	\$0	\$0	\$730	\$0	\$730	\$0	\$0			
5681	Noxious Weeds	\$0	\$4,087	\$0	\$4,122	\$0	\$4,980	\$0	\$858			Increase in wages and plant allocations
5684	Landcare Publications	\$0	\$0	\$0	\$500	\$0	\$500	\$0	\$0			
5686	NRM - Enviromental Reserve M'ment	\$0	\$12,364	\$0	\$14,065	\$0	\$17,565	\$0	\$3,500			Increase in materials expenses
5687	Reserve Clean Up	\$0	\$9,878	\$0	\$22,930	\$0	\$22,865	(\$65)	\$0			Increase in wages allocations
5722	NRM - State NRM Grant Expenditure	\$0	\$0	\$0	\$7,059	\$0	\$7,059	\$0	\$0			
5723	NRM - Myrtle Benn/Rob. Rd Reveg Plan	\$0	\$0	\$0	\$10,000	\$0	\$10,000	\$0	\$0			
5734	NRM - Future Drought Fund Grant Exp.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
5752	Administration Allocation Cash	\$0	\$9,611	\$0	\$19,933	\$0	\$19,933	\$0	\$0			
5742	Administration Allocation Non-Cash	\$0	\$0	\$0	\$2,855	\$0	\$2,855	\$0	\$0			
Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP		\$0	\$36,840	\$0	\$104,794	\$0	\$107,137	(\$2,015)	\$4,358			
OPERATING INCOME												
5603	NRM Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Total - PROTECTION OF THE ENVIRONMENT		\$0	\$36,840	\$0	\$104,794	\$0	\$107,137	(\$2,015)	\$4,358			

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income		Expense		Income		Expense		Income		Expense		FAVOURABLE	UNFAVOURABLE	COMMENT
TOWN PLANNING AND REGIONAL DEVELOPMENT																
OPERATING EXPENDITURE																
5842	Town Planning Expenses	\$0	\$13,195	\$0	\$30,000	\$0	\$25,000		(\$5,000)					\$0		Decrease in contractor expenses.
5922	TPS Review	\$0	\$0	\$0	\$25,000	\$0	\$20,000		(\$5,000)					\$0		Decrease in contractor expenses.
5923	Town Planning Consultants	\$0	\$0	\$0	\$0	\$0	\$0		\$0					\$0		
5962	Administration Allocated Cash	\$0	\$4,806	\$0	\$59,798	\$0	\$59,798		\$0					\$0		
5832	Administration Allocated Non-Cash	\$0	\$0	\$0	\$1,142	\$0	\$1,142		\$0					\$0		
Sub Total - TOWN PLAN & REG DEV OP/EXP		\$0	\$18,000	\$0	\$115,940	\$0	\$105,940		(\$10,000)					\$0		
OPERATING INCOME																
5973	Planning Fees	(\$4,496)	\$0	(\$4,500)	\$0	(\$4,500)	\$0		\$0					\$0		
Sub Total - TOWN PLAN & REG DEV OP/INC		(\$4,496)	\$0	(\$4,500)	\$0	(\$4,500)	\$0		\$0					\$0		
Total - TOWN PLANNING & REGIONAL DEVELOPMENT		(\$4,496)	\$18,000	(\$4,500)	\$115,940	(\$4,500)	\$105,940		(\$10,000)					\$0		

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	COMMUNITY AMENITIES - CEMETERIES									
	OPERATING EXPENDITURE									
5999	Cemetery Digital Database	\$0	\$0	\$0	\$800	\$0	\$800	\$0	\$0	
6001	Cemetery - Grave Digging	\$0	\$23,639	\$0	\$39,242	\$0	\$39,242	\$0	\$0	
6006	Kojonup Cemetery - Niche Wall Maint	\$0	\$208	\$0	\$2,362	\$0	\$1,912	(\$450)	\$0	
6002	Kojonup Cemetery - Grounds Maint	\$0	\$6,215	\$0	\$19,028	\$0	\$18,528	(\$500)	\$0	
6000	Kojonup Cemetery - Trees	\$0	\$0	\$0	\$2,480	\$0	\$2,130	(\$350)	\$0	
6012	Boscabel Cemetery - Grounds Maint	\$0	\$0	\$0	\$712	\$0	\$712	\$0	\$0	
6014	Muradup Cemetery - Grounds Maintenance	\$0	\$2,391	\$0	\$7,926	\$0	\$7,126	(\$800)	\$0	
015D	Community Amenities Buildings Depreciation	\$0	\$19,846	\$0	\$38,868	\$0	\$38,868	\$0	\$0	
	Sub Total - COMMUNITY AMEN - CEMETERIES OP/EXP	\$0	\$52,298	\$0	\$111,418	\$0	\$109,318	(\$2,100)	\$0	
	OPERATING INCOME									
6013	Cemetery Fees (Inc Gst)	(\$7,436)	\$0	(\$9,900)	\$0	(\$9,900)	\$0	\$0	\$0	
6023	Cemetery Fees Licences (Not Inc Gst)	(\$2,178)	\$0	(\$500)	\$0	(\$2,178)	\$0	(\$1,678)	\$0	
	Sub Total - COMMUNITY AMEN - CEMETERIES OP/INC	(\$9,615)	\$0	(\$10,400)	\$0	(\$12,078)	\$0	(\$1,678)	\$0	
	Total - COMMUNITY AMENITIES CEMETERIES	(\$9,615)	\$52,298	(\$10,400)	\$111,418	(\$12,078)	\$109,318	(\$3,778)	\$0	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
COMMUNITY AMENITIES - PUBLIC CONVENIENCES & OTHER										
OPERATING EXPENDITURE										
6042	Harrison Place Conveniences - Maint	\$0	\$11	\$0	\$250	\$0	\$250	\$0	\$0	
6044	Harrison Place Conveniences - Cleaning	\$0	\$11,837	\$0	\$29,290	\$0	\$29,291	\$0	\$1	
6024	Curly Wig - Building Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
6034	CWA - Building Maintenance	\$0	\$978	\$0	\$2,995	\$0	\$2,945	(\$50)	\$0	
6052	Town Street & Park Seating	\$0	\$0	\$0	\$2,336	\$0	\$1,836	(\$500)	\$0	
6054	Townscape Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
6112	Community Resource Centre / Telecentre	\$0	\$1,014	\$0	\$3,658	\$0	\$3,658	\$0	\$0	
6132	Community Bus Maintenance	\$0	\$220	\$0	\$250	\$0	\$250	\$0	\$0	
6142	Administration Allocated Non-Cash	\$0	\$0	\$0	\$2,855	\$0	\$2,855	\$0	\$0	
6152	Administration Allocated Cash	\$0	\$10,813	\$0	\$59,798	\$0	\$59,798	\$0	\$0	
Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/EXP		\$0	\$24,874	\$0	\$101,432	\$0	\$100,883	(\$550)	\$1	
OPERATING INCOME										
6133	Community Bus Hire	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - COMMUNITY AMENITIES PUBLIC CONVEN & OTHER		\$0	\$24,874	\$0	\$101,432	\$0	\$100,883	(\$550)	\$1	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT									
	OPERATING EXPENDITURE									
6064	Men's Shed - Building Maintenance	\$0	\$258	\$0	\$1,249	\$0	\$1,234	(\$15)		\$0
6172	SMALL GRANT EXPENDITURE	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
	Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/EXP	\$0	\$258	\$0	\$1,249	\$0	\$1,234	(\$15)		\$0
	OPERATING INCOME									
6045	LR&CIP Grant - Mens Shed	\$0	\$0	(\$433,053)	\$0	(\$433,053)	\$0	\$0		\$0
6123	Events - Ticket Sales and Misc Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
6143	LotteryWest Grant - Mens Shed	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
6173	SMALL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
	Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/INC	\$0	\$0	(\$433,053)	\$0	(\$433,053)	\$0	\$0		\$0
	Total - COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT	\$0	\$258	(\$433,053)	\$1,249	(\$433,053)	\$1,234	(\$15)		\$0
	Total - COMMUNITY AMENITIES	(\$299,921)	\$352,291	(\$740,187)	\$950,890	(\$740,441)	\$909,011	(\$52,684)		\$10,551

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income		Expense		Income		Expense		Income		Expense		FAVOURABLE	UNFAVOURABLE	COMMENT
RECREATION & CULTURE																
PUBLIC HALL & CIVIC CENTRES																
OPERATING EXPENDITURE																
6202	Memorial Hall - Cleaning & Operations	\$0	\$15,428	\$0	\$31,595	\$0	\$29,165	(\$2,430)		\$0						Increase in water expense
6212	RSL Hall - Cleaning & Operations	\$0	\$2,850	\$0	\$12,292	\$0	\$9,708	(\$2,584)		\$0						Decrease in insurance
	Memorial Hall - Building Maintenance			\$0	\$9,974	\$0	\$13,556									Increase in plumbing repairs and building maintenance
6214		\$0	\$5,065					\$0		\$3,582						
6216	Mobrup Hall - Building Expenses	\$0	\$66	\$0	\$0	\$0	\$66	\$0		\$66						
6218	Muradup Hall - Building Expenses	\$0	\$1,602	\$0	\$2,005	\$0	\$1,881	(\$124)		\$0						
6219	Qualeup Hall - Building Expenses	\$0	\$16	\$0	\$349	\$0	\$349	\$0		\$0						
6224	Memorial Hall - Grounds Maintenance	\$0	\$673	\$0	\$8,170	\$0	\$6,520	(\$1,650)		\$0						Decrease in wages.
6227	Boscabel Hall - Building Expenses	\$0	\$16	\$0	\$784	\$0	\$616	(\$168)		\$0						
6232	All Halls - Cutlery & Crockery	\$0	\$0	\$0	\$2,000	\$0	\$2,000	\$0		\$0						
6324	RSL Hall - Building Maintenance	\$0	\$819	\$0	\$3,160	\$0	\$3,160	\$0		\$0						
6146	Interest on Loan - Loan 146 & 149	\$0	\$14,991	\$0	\$25,105	\$0	\$25,105	\$0		\$0						
6147	Loan Guarantee Fee - Loan 146 & 149	\$0	\$1,883	\$0	\$3,800	\$0	\$3,800	\$0		\$0						
016D	Public Halls Building Depreciation	\$0	\$28,759	\$0	\$63,785	\$0	\$63,785	\$0		\$0						
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP		\$0	\$72,166	\$0	\$163,019	\$0	\$159,711	(\$6,956)		\$3,648						
OPERATING INCOME																
6203	Memorial Hall Rentals	(\$1,114)	\$0	(\$2,800)	\$0	(\$2,800)	\$0	\$0		\$0						
6213	RSL Hall Rentals	(\$645)	\$0	(\$640)	\$0	(\$640)	\$0	\$0		\$0						
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC		(\$1,759)	\$0	(\$3,440)	\$0	(\$3,440)	\$0	\$0		\$0						
Total - PUBLIC HALL & CIVIC CENTRES		(\$1,759)	\$72,166	(\$3,440)	\$163,019	(\$3,440)	\$159,711	(\$6,956)		\$3,648						

SHIRE OF KOJONUP BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income		Expense		Income		Expense		FAVOURABLE	UNFAVOURABLE	COMMENT
OTHER RECREATION & SPORT												
OPERATING EXPENDITURE												
6362	Kojonup Springs Conveniences	\$0	\$12,005	\$0	\$31,533	\$0	\$30,533	(\$1,000)	\$0			Decrease in wages allocation.
	Kojonup Springs Grounds Maintenance			\$0	\$8,620	\$0	\$9,435					Increase in wages and plant allocations
6364		\$0	\$5,850					\$0	\$815			
6372	Apex Park Conveniences - Operating	\$0	\$23,575	\$0	\$66,418	\$0	\$63,580	(\$2,838)	\$0			Decrease in electricity expenses
6373	Apex Park Conveniences - Building Maint	\$0	\$934	\$0	\$4,620	\$0	\$4,590	(\$30)	\$0			
	Apex Park - Grounds Maint			\$0	\$67,795	\$0	\$65,853					Decrease in wages and overheads allocations. Increase in water expenses
6374		\$0	\$16,617					(\$1,942)	\$0			
6382	Railway Reserve Conveniences	\$0	\$1,134	\$0	\$4,925	\$0	\$4,925	\$0	\$0			
	Newstead Park - Grounds Maint			\$0	\$13,299	\$0	\$11,999					Decrease in wages and plant cost allocations
6392		\$0	\$3,377					(\$1,300)	\$0			
6394	Railway Reserve Grounds Maint	\$0	\$6,968	\$0	\$16,454	\$0	\$16,469	\$0	\$15			
	Sports Complex - Netball Conveniences			\$0	\$12,877	\$0	\$11,792					Decrease in wages allocations. Increase in electricity expenses
6402		\$0	\$3,445					(\$1,085)	\$0			
6403	Sports Complex - Netball Area Maint	\$0	\$907	\$0	\$2,218	\$0	\$2,356	\$0	\$138			
	Sports Complex - Grounds Maint			\$0	\$195,400	\$0	\$180,200					Decrease in wages and plant cost allocations. Increase in freight expenses
6404		\$0	\$42,487					(\$15,200)	\$0			
6408	Sports Complex - Conveniences	\$0	\$2,314	\$0	\$12,263	\$0	\$10,213	(\$2,050)	\$0			Decrease in wages allocations.
6412	Hillman Park - Grounds Maint	\$0	\$5,029	\$0	\$21,266	\$0	\$19,416	(\$1,850)	\$0			Decrease in wages allocations.
6414	Sports Complex - Reticulation	\$0	\$3,852	\$0	\$22,090	\$0	\$22,090	\$0	\$0			
6415	Oval Lighting	\$0	\$1,794	\$0	\$4,300	\$0	\$4,965	\$0	\$665			Increase in electricity expenses
6422	Kojonup Bk (Piesse Park) - Grounds Maint	\$0	\$4,566	\$0	\$13,159	\$0	\$13,159	\$0	\$0			
6425	Sports Complex - Hockey Club Building	\$0	\$200	\$0	\$440	\$0	\$625	\$0	\$185			
	Turkey Nest Dam Maintenance			\$0	\$18,223	\$0	\$15,109					Decrease in wages allocations.
6434		\$0	\$2,515					(\$3,114)	\$0			Decrease in electricity expenses
6435	Water - Showgrounds Maint	\$0	\$1,235	\$0	\$8,255	\$0	\$8,255	\$0	\$0			
	Muradup Townsite Grounds			\$0	\$9,909	\$0	\$8,259					Decrease in wages and plant cost allocations.
6444		\$0	\$1,613					(\$1,650)	\$0			
	Playground Safety & Minor Upgrades			\$0	\$3,836	\$0	\$3,486					Decrease in wages and plant cost allocations.
6452		\$0	\$82					(\$350)	\$0			
6454	Kojonup Town Entrances	\$0	\$1,356	\$0	\$6,146	\$0	\$5,596	(\$550)	\$0			Decrease in plant cost allocations.
6474	Industrial Area Slashing & Spraying	\$0	\$528	\$0	\$2,671	\$0	\$2,868	\$0	\$197			Increase in plant allocations
6477	Sports Complex - Utilities & Insurance	\$0	\$11,618	\$0	\$18,375	\$0	\$18,375	\$0	\$0			
	Myrtle Benn Reserve			\$0	\$3,983	\$0	\$3,383					Decrease in wages and plant cost allocations.
6492		\$0	\$0					(\$600)	\$0			
	Sundry Reserves			\$0	\$22,771	\$0	\$17,321					Decrease in wages and plant cost allocations.
6494		\$0	\$951					(\$5,450)	\$0			
6496	Kojonup Golf Club Community Grant	\$0	\$0	\$0	\$306	\$0	\$306	\$0	\$0			
	Sports Complex - Cleaning			\$0	\$17,086	\$0	\$14,386					Decrease in wages and plant cost allocations.
6552		\$0	\$3,097					(\$2,700)	\$0			
6554	Sports Complex - Building Maint	\$0	\$3,214	\$0	\$8,136	\$0	\$8,509	\$0	\$373			Increase in security alarm repairs
6558	Loan Guarantee Fee - Loans 136, 142, 143	\$0	\$6,046	\$0	\$9,700	\$0	\$11,923	\$0	\$2,223			Increase in loan guarantee fees
6559	Recreation - Interest on Loans	\$0	\$29,469	\$0	\$52,015	\$0	\$52,015	\$0	\$0			
6592	Skate Park	\$0	\$335	\$0	\$765	\$0	\$765	\$0	\$0			
6792	Admin Allocation - Cash	\$0	\$9,371	\$0	\$39,865	\$0	\$39,865	\$0	\$0			
017D	Other Sport Buildings Depreciation	\$0	\$156,286	\$0	\$371,778	\$0	\$371,778	\$0	\$0			

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		Sub Total - OTHER RECREATION & SPORT OP/EXP								
		\$0	\$362,768	\$0	\$1,091,497	\$0	\$1,054,399	(\$41,709)	\$4,611	
		OPERATING INCOME								
6513	Contrib-Foot Club Sports Complex	\$0	\$0	(\$4,800)	\$0	(\$4,800)	\$0	\$0	\$0	
6523	Complex Bldg Fees	(\$2,182)	\$0	(\$4,000)	\$0	(\$4,000)	\$0	\$0	\$0	
6533	Rec Ground Lease Fees	\$0	\$0	(\$3,000)	\$0	(\$3,000)	\$0	\$0	\$0	
6553	Contribution-Dept Education - Oval	\$0	\$0	(\$35,000)	\$0	(\$35,000)	\$0	\$0	\$0	
6633	Grant - LR&CI Program	\$0	\$0	(\$44,411)	\$0	(\$44,411)	\$0	\$0	\$0	
		Sub Total - OTHER RECREATION & SPORT OP/INC								
		(\$2,182)	\$0	(\$91,211)	\$0	(\$91,211)	\$0	\$0	\$0	
		Total - OTHER RECREATION & SPORT								
		(\$2,182)	\$362,768	(\$91,211)	\$1,091,497	(\$91,211)	\$1,054,399	(\$41,709)	\$4,611	

SHIRE OF KOJONUP BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	SWIMMING AREAS & BEACHES									
	OPERATING EXPENDITURE									
6252	Building Maintenance	\$0	\$841	\$0	\$6,000	\$0	\$5,000	(\$1,000)	\$0	Decrease in contractor expenses
6254	Consumables & Minor Expenses	\$0	\$799	\$0	\$1,500	\$0	\$1,000	(\$500)	\$0	Decrease in contractor expenses
6257	Utilities & Telephone	\$0	\$6,169	\$0	\$33,495	\$0	\$24,000	(\$9,495)	\$0	Decrease in electricity and water expenses
6258	Insurance	\$0	\$12,915	\$0	\$12,756	\$0	\$12,915	\$0	\$159	Increase in insurance
6261	Maintenance - Pool Building	\$0	\$2,384	\$0	\$3,420	\$0	\$5,317	\$0	\$1,897	Increase in wages allocation, increase in materials expense
										Increase in wages and overheads allocations. Increase in plumbing
6262	Grounds Maintenance	\$0	\$5,613	\$0	\$5,169	\$0	\$14,647	\$0	\$9,478	repairs
6264	Swimmin Pool - Chemicals	\$0	\$3,538	\$0	\$11,600	\$0	\$11,600	\$0	\$0	
6271	Non-Capital Purchases per 10yr Plan	\$0	\$0	\$0	\$1,500	\$0	\$1,500	\$0	\$0	
6272	Equipment Maintenance	\$0	\$17,854	\$0	\$20,980	\$0	\$20,980	\$0	\$0	
6274	Kiosk - COGS	\$0	\$1,606	\$0	\$3,500	\$0	\$3,500	\$0	\$0	
6352	Swimming Pool Salaries	\$0	\$35,329	\$0	\$103,806	\$0	\$103,806	\$0	\$0	
6353	Superannuation	\$0	\$4,154	\$0	\$16,900	\$0	\$9,500	(\$7,400)	\$0	Decrease in superannuation expense.
6354	Conferences & Training	\$0	\$1,869	\$0	\$1,500	\$0	\$1,869	\$0	\$369	
6356	Staff Housing Subsidy (S/Pool)	\$0	\$0	\$0	\$7,000	\$0	\$0	(\$7,000)	\$0	Decrease in housing subsidy paid
6292	Administration Allocated Cash	\$0	\$4,806	\$0	\$39,865	\$0	\$39,865	\$0	\$0	
050D	Depreciation Buildings	\$0	\$22,688	\$0	\$54,255	\$0	\$54,255	\$0	\$0	
	Sub Total - SWIMMING AREAS & BEACHES OP/EXP	\$0	\$120,565	\$0	\$323,246	\$0	\$309,754	(\$25,395)	\$11,903	
	OPERATING INCOME									
6294	Pool Entry Fees	(\$3,541)	\$0	(\$7,400)	\$0	(\$4,000)	\$0	\$0	\$3,400	Decrease in season pass fees
6295	Pool Kiosk Sales	(\$1,912)	\$0	(\$6,000)	\$0	(\$6,000)	\$0	\$0	\$0	
6296	Pool Daily Entry Fees	(\$1,987)	\$0	(\$8,000)	\$0	(\$8,000)	\$0	\$0	\$0	
	Sub Total - SWIMMING AREAS & BEACHES OP/INC	(\$7,440)	\$0	(\$21,400)	\$0	(\$18,000)	\$0	\$0	\$3,400	
	Total - SWIMMING AREAS & BEACHES	(\$7,440)	\$120,565	(\$21,400)	\$323,246	(\$18,000)	\$309,754	(\$25,395)	\$15,303	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income		Expense		Income		Expense		Income		Expense		FAVOURABLE	UNFAVOURABLE	COMMENT
TV & RADIO BROADCASTING & RETRANSMISSION																
OPERATING EXPENDITURE																
6752	Television Translator	\$0	\$37	\$0	\$77	\$0	\$37							(\$40)	\$0	
6772	VHF Repeater Operating/Maintenance	\$0	\$0	\$0	\$250	\$0	\$250							\$0	\$0	
Sub Total - TV & RADIO RETRANSMISSION OP/EXP		0	\$37	\$0	\$327	\$0	\$287							(\$40)	\$0	
Total - TV & RADIO RETRANSMISSION		\$0	\$37	\$0	\$327	\$0	\$287							(\$40)	\$0	
LIBRARIES																
OPERATING EXPENDITURE																
6812	Library Salaries	\$0	\$38,427	\$0	\$106,613	\$0	\$89,750							(\$16,863)	\$0	Decrease in salaries
6842	Superannuation	\$0	\$4,416	\$0	\$16,087	\$0	\$16,087							\$0	\$0	
6852	Emp Insurances (Lib)	\$0	\$4,105	\$0	\$2,836	\$0	\$4,105							\$0	\$1,269	Increase in insurance
6862	Conference & Training (Lib)	\$0	\$0	\$0	\$1,000	\$0	\$1,000							\$0	\$0	
6882	Library Operating Expenses	\$0	\$1,161	\$0	\$8,000	\$0	\$8,000							\$0	\$0	
6892	Lib Software Licencing	\$0	\$3,820	\$0	\$4,100	\$0	\$3,820							(\$280)	\$0	
6902	Library Resource Purchases	\$0	\$332	\$0	\$2,000	\$0	\$2,000							\$0	\$0	
6903	Library Regional Activity Plan Contribution	\$0	\$1,834	\$0	\$2,500	\$0	\$2,500							\$0	\$0	
6942	Administration Allocated Cash	\$0	\$4,806	\$0	\$19,933	\$0	\$19,933							\$0	\$0	
6952	Administration Allocated Non-Cash	\$0	\$0	\$0	\$2,855	\$0	\$2,855							\$0	\$0	
6982	Seniors Week Grant Expenses	\$0	\$0	\$0	\$0	\$0	\$200							\$0	\$200	
Sub Total - LIBRARIES OP/EXP		\$0	\$58,902	\$0	\$165,924	\$0	\$150,250							(\$17,143)	\$1,469	
OPERATING INCOME																
6963	Library Fines & Penalties - Lost Books	\$0	\$0	\$0	\$0	\$0	\$0							\$0	\$0	
6973	Sundry Income	(\$5)	\$0	(\$20)	\$0	(\$20)	\$0							\$0	\$0	
6983	Seniors Week Grant	\$0	\$0	\$0	\$0	\$0	\$0							\$0	\$0	
Sub Total - LIBRARIES OP/INC		(\$5)	\$0	(\$20)	\$0	(\$20)	\$0							\$0	\$0	
Total - LIBRARIES		(\$5)	\$58,902	(\$20)	\$165,924	(\$20)	\$150,250							(\$17,143)	\$1,469	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income		Expense		Income		Expense		Income		Expense		FAVOURABLE	UNFAVOURABLE	COMMENT
HERITAGE & OTHER CULTURE																
OPERATING EXPENDITURE																
7012	Historical Soc. Rooms	\$0	\$38	\$0	\$125	\$0	\$125									
7022	Old Military Barracks	\$0	\$140	\$0	\$2,986	\$0	\$2,986	\$0								
7024	Old Post Office - Building Maintenance	\$0	\$831	\$0	\$4,105	\$0	\$4,016	(\$89)						\$0		Decrease in insurance
7032	Elverd Cottage - Building Mtce	\$0	\$1,105	\$0	\$1,805	\$0	\$1,793	(\$12)						\$0		Decrease in insurance
7034	Elverd Cottage - Ground Maint	\$0	\$385	\$0	\$2,525	\$0	\$2,425	(\$100)						\$0		
7046	Old Post Office - Grounds Maintenance	\$0	\$262	\$0	\$2,024	\$0	\$1,836	(\$188)						\$0		
7106	Showgrounds - Building Maintenance	\$0	\$4,087	\$0	\$6,235	\$0	\$6,172	(\$63)						\$0		Decrease in insurance
																Increase in wages, overheads and plant
7101	Annual Show - Works Assistance	\$0	\$12,820	\$0	\$13,639	\$0	\$17,066	\$0						\$3,427		allocations
7103	Muradup & Jingalup War Memorials	\$0	\$42	\$0	\$1,132	\$0	\$1,132	\$0						\$0		
7222	Military Barracks - Ground Maint	\$0	\$1,304	\$0	\$9,600	\$0	\$7,571	(\$2,029)						\$0		
019D	Depreciation Buildings	\$0	\$8,220	\$0	\$19,635	\$0	\$19,635	\$0						\$0		
Sub Total - OTHER CULTURE OP/EXP		\$0	\$29,234	\$0	\$63,811	\$0	\$64,757	(\$2,481)						\$3,427		
OPERATING INCOME																
Sub Total - OTHER CULTURE OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0		
Total - OTHER CULTURE		\$0	\$29,234	\$0	\$63,811	\$0	\$64,757	(\$2,481)						\$3,427		
Total - RECREATION AND CULTURE		(\$11,385)	\$643,672	(\$116,071)	\$1,807,824	(\$112,671)	\$1,739,158	(\$93,724)						\$28,458		

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE									
	OPERATING EXPENDITURE									
7632	Town Streets - Drainage Mtce	\$0	\$2,156	\$0	\$22,610	\$0	\$8,140	(\$14,470)	\$0	Decrease in wages, overheads and plant allocations
7652	Road Maintenance	\$0	\$945	\$0	\$8,826	\$0	\$2,550	(\$6,276)	\$0	Decrease in wages, overheads and plant allocations
7662	Bridge Maintenance	\$0	\$47,847	\$0	\$95,792	\$0	\$89,270	(\$6,522)	\$0	Decrease in insurance
7672	Footpath Maintenance	\$0	\$9,273	\$0	\$17,740	\$0	\$11,573	(\$6,167)	\$0	Increase in contractor expenses
7682	Lighting Of Streets	\$0	\$28,971	\$0	\$62,500	\$0	\$59,500	(\$3,000)	\$0	Decrease in lighting expenses
7692	Depot Maint	\$0	\$22,637	\$0	\$42,715	\$0	\$39,473	(\$3,242)	\$0	Increase in contractor expenses for roller door replacement
7694	Depot - Grounds & Nursery Maint	\$0	\$16,212	\$0	\$9,000	\$0	\$24,350	\$0	\$15,350	Increase in wages and overheads allocations
7695	Depot - OHS Minor Items	\$0	\$126	\$0	\$1,359	\$0	\$1,359	\$0	\$0	
7704	Depot Cleaning	\$0	\$14,981	\$0	\$42,510	\$0	\$37,010	(\$5,500)	\$0	Decrease in wage allocatinos
RM01	Grading - Winter	\$0	\$712,158	\$0	\$792,260	\$0	\$1,218,340	\$0	\$426,080	Increase in wages, overheads and plant allocations
RM03	Drainage Maintenance	\$0	\$150,230	\$0	\$68,400	\$0	\$184,500	\$0	\$116,100	Increase in wages, overheads and plant allocations
RM04	Bitumen Patching/Repair	\$0	\$105,709	\$0	\$90,520	\$0	\$135,257	\$0	\$44,737	Increase in wages, overheads and plant allocations
RM05	Guide Post & Signage	\$0	\$76,113	\$0	\$44,600	\$0	\$102,490	\$0	\$57,890	Increase in wages, overheads and plant allocations
RM06	Roadside Spraying	\$0	\$16,169	\$0	\$37,140	\$0	\$37,275	\$0	\$135	Increase in plant allocations
RM08	Rural Limb & Tree Removal - Fallen	\$0	\$111,326	\$0	\$39,812	\$0	\$146,900	\$0	\$107,088	Increase in wages, overheads and plant allocations
RM10	Traffic Counter Transportation	\$0	\$12,251	\$0	\$4,422	\$0	\$15,950	\$0	\$11,528	Increase in wages, overheads and plant allocations
RM11	Kerb Maintenance	\$0	\$912	\$0	\$5,890	\$0	\$4,840	(\$1,050)	\$0	
RM15	Trees Rural Major Works	\$0	\$82,585	\$0	\$82,600	\$0	\$92,094	\$0	\$9,494	Increase in wages, overheads and plant allocations
RM16	Townsite-Kojonup-Verge Mtce	\$0	\$41,470	\$0	\$55,600	\$0	\$59,750	\$0	\$4,150	Increase in wage allocations.
RM17	Townsite Trees - General Mtce	\$0	\$1,036	\$0	\$18,070	\$0	\$5,780	(\$12,290)	\$0	
RM18	TOWNSITE TREES - UPGRADE, WATERING etc	\$0	\$0	\$0	\$21,030	\$0	\$1,850	(\$19,180)	\$0	Decrease in wages, overheads and plant allocations
RM19	Townsite Trees - Pruning - Contractor	\$0	\$1,481	\$0	\$12,383	\$0	\$12,438	\$0	\$55	
RM20	Road Accident Recovery	\$0	\$4,177	\$0	\$1,377	\$0	\$4,177	\$0	\$2,800	Increase in wages, overheads and plant allocations
RM22	Removal of Street Trees	\$0	\$255	\$0	\$8,136	\$0	\$7,886	(\$250)	\$0	
RM23	Townsite Street Sweeping	\$0	\$3,710	\$0	\$11,000	\$0	\$11,000	\$0	\$0	
RM24	Carpark Line marking	\$0	\$255	\$0	\$5,520	\$0	\$5,520	\$0	\$0	
7701	Blackwood Rd Solar Dam Maintenance	\$0	\$1	\$0	\$6,708	\$0	\$3,610	(\$3,098)	\$0	Decrease in wages, overheads and plant allocations
7702	Administration Allocated Cash	\$0	\$96,112	\$0	\$398,652	\$0	\$274,789	(\$123,863)	\$0	Decrease in administration costs allocated
020D	Depreciation on Road Assets	\$0	\$1,582,429	\$0	\$3,571,800	\$0	\$3,571,800	\$0	\$0	
	Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP	\$0	\$3,141,526	\$0	\$5,578,972	\$0	\$6,169,471	(\$204,908)	\$795,407	
	OPERATING INCOME									

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
7405	Roads Grants RRG	(\$428,000)	\$0	(\$1,158,000)	\$0	(\$1,158,000)	\$0	\$0	\$0	
7323	Grant - LR&CIP	\$0	\$0	(\$108,322)	\$0	(\$108,322)	\$0	\$0	\$0	
7375	Main Roads WA Direct Grant	(\$230,325)	\$0	(\$203,791)	\$0	(\$203,791)	\$0	\$0	\$0	
7325	Grant - Special Commodity Route Funding	(\$122,992)	\$0	(\$170,000)	\$0	(\$207,574)	\$0	(\$37,574)	\$0	Reimbursed funding for Riverdale Rd spent in 23/24
7435	Roads to Recovery - Current Allocation	\$0	\$0	(\$761,349)	\$0	(\$562,361)	\$0	\$0	\$198,988	Only 70% of RTR funding projected in first year
7465	Government Road Grants - Blackspot Funding	\$0	\$0	(\$470,000)	\$0	(\$470,000)	\$0	\$0	\$0	
7605	Sale of Small Items	(\$4,909)	\$0	\$0	\$0	(\$4,909)	\$0	(\$4,909)	\$0	Sale of surplus minor equipment
7683	Street Lighting Contribution	\$0	\$0	(\$10,000)	\$0	(\$10,000)	\$0	\$0	\$0	
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC		(\$786,226)	\$0	(\$2,881,462)	\$0	(\$2,724,957)	\$0	(\$42,483)	\$198,988	
Total - MTCE STREETS ROADS DEPOTS		(\$786,226)	\$3,141,526	(\$2,881,462)	\$5,578,972	(\$2,724,957)	\$6,169,471	(\$247,391)	\$994,395	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		AERODROMES								
		OPERATING EXPENDITURE								
7762	Airport Building - Maintenance	\$0	\$1,864	\$0	\$4,921	\$0	\$4,866	(\$55)	\$0	
7761	Interest on Loan 141 (Airstrip)	\$0	\$880	\$0	\$1,721	\$0	\$1,721	\$0	\$0	
7764	Airport Building - Cleaning	\$0	\$458	\$0	\$2,518	\$0	\$2,518	\$0	\$0	
7771	Loan Guarantee Fee (Airstrip)	\$0	\$412	\$0	\$675	\$0	\$810	\$0	\$135	
7772	Airstrip Operations	\$0	\$0	\$0	\$50	\$0	\$50	\$0	\$0	
7774	Airstrip Ground Maintenance	\$0	\$32,762	\$0	\$14,584	\$0	\$37,500	\$0	\$22,916	Increase in wages, overheads and plant allocations
	Sub Total - AERODROMES OP/EXP	\$0	\$36,376	\$0	\$24,469	\$0	\$47,465	(\$55)	\$23,051	
	OPERATING INCOME									
	Sub Total - AERODROMES OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total - AERODROMES	\$0	\$36,376	\$0	\$24,469	\$0	\$47,465	(\$55)	\$23,051	
	Total - TRANSPORT	(\$786,226)	\$3,177,902	(\$2,881,462)	\$5,603,441	(\$2,724,957)	\$6,216,936	(\$247,446)	\$1,017,446	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		ECONOMIC SERVICES								
		RURAL SERVICES								
		OPERATING EXPENDITURE								
023D	Depreciation (Sch 13)	\$0	\$1,785	\$0	\$4,260	\$0	\$4,260	\$0	\$0	
8002	Water Standpipes	\$0	\$14,968	\$0	\$36,018	\$0	\$35,918	(\$100)	\$0	
8006	Rural Street Addressing	\$0	\$0	\$0	\$100	\$0	\$100	\$0	\$0	
	Sub Total - RURAL SERVICES OP/EXP	\$0	\$16,753	\$0	\$40,378	\$0	\$40,278	(\$100)	\$0	
		OPERATING INCOME								
8003	Water Standpipe Charges	(\$11,612)	\$0	(\$25,000)	\$0	(\$25,000)	\$0	\$0	\$0	
8113	Dep't of Water Grant - Water Re-use	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub Total - RURAL SERVICES OP/INC	(\$11,612)	\$0	(\$25,000)	\$0	(\$25,000)	\$0	\$0	\$0	
	Total - RURAL SERVICES	(\$11,612)	\$16,753	(\$25,000)	\$40,378	(\$25,000)	\$40,278	(\$100)	\$0	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income		Expense		Income		Expense		Income		Expense		FAVOURABLE	UNFAVOURABLE	COMMENT
TOURISM AND AREA PROMOTION - KODJA PLACE																
OPERATING EXPENDITURE																
8302	Salaries (Tour)	\$0	\$166,931			\$0	\$236,998			\$0	\$265,908			\$0	\$28,910	Increase in wages
8344	Superannuation - Visitors Centre	\$0	\$23,652			\$0	\$38,129			\$0	\$38,129			\$0	\$0	
8364	Tour Guide Expenses	\$0	\$589			\$0	\$45,805			\$0	\$1,427			(\$44,378)	\$0	Decrease in wages
8322	Employee Insurances (Tour)	\$0	\$8,211			\$0	\$6,447			\$0	\$6,447			\$0	\$0	
8342	Conferences & Training	\$0	\$597			\$0	\$4,000			\$0	\$4,047			\$0	\$47	
8109	Story Area (Mosaic)	\$0	\$0			\$0	\$10,000			\$0	\$10,000			\$0	\$0	
8367	Story Area (Digital)	\$0	\$0			\$0	\$10,000			\$0	\$46,337			\$0	\$36,337	Increase in materials expenses to match grant funding from funding body.
8110	Catering	\$0	\$335			\$0	\$4,750			\$0	\$4,750			\$0	\$0	
8368	Activity (Educational)	\$0	\$20			\$0	\$2,000			\$0	\$2,000			\$0	\$0	
8126	Insurances - Various	\$0	\$14,751			\$0	\$16,582			\$0	\$15,101			(\$1,481)	\$0	Decrease in insurance
8152	Public Liability Insurance - Kodja Place	\$0	\$9,723			\$0	\$9,725			\$0	\$9,725			\$0	\$0	
8142	Printing, Stationary & Office Expenses	\$0	\$2,062			\$0	\$11,000			\$0	\$11,000			\$0	\$0	
8162	Building Maintenance	\$0	\$2,835			\$0	\$4,142			\$0	\$4,142			\$0	\$0	
8164	Utilities	\$0	\$6,147			\$0	\$26,420			\$0	\$18,240			(\$8,180)	\$0	Decrease in water expenses
8166	Cleaning	\$0	\$23,420			\$0	\$55,970			\$0	\$55,970			\$0	\$0	
8172	Grounds Maintenance	\$0	\$6,657			\$0	\$18,770			\$0	\$18,770			\$0	\$0	
8174	Kodja Place Rose Maze Grounds Maint	\$0	\$20,825			\$0	\$45,840			\$0	\$63,471			\$0	\$17,631	Increase in materials expense for ENEL grant received.
8192	Misc Expenses	\$0	\$191			\$0	\$5,000			\$0	\$5,000			\$0	\$0	
8358	Kodja Place Website	\$0	\$0			\$0	\$2,000			\$0	\$2,000			\$0	\$0	
8444	Retail Stock - COGS	\$0	\$18,919			\$0	\$50,000			\$0	\$50,000			\$0	\$0	
8394	Events	\$0	\$14,375			\$0	\$50,000			\$0	\$50,000			\$0	\$0	
8412	General Administration Allocated Cash	\$0	\$42,289			\$0	\$99,663			\$0	\$99,663			\$0	\$0	
8422	General Administration Allocated Non-Cash	\$0	\$0			\$0	\$2,284			\$0	\$2,284			\$0	\$0	
022D	Depreciation	\$0	\$27,707			\$0	\$66,650			\$0	\$66,650			\$0	\$0	
055D	Depreciation	\$0	\$1,056			\$0	\$2,525			\$0	\$2,525			\$0	\$0	
Sub Total - TOURISM & AREA PROMOTION KODJA OP/EXP		\$0	\$391,292			\$0	\$824,700			\$0	\$853,586			(\$54,039)	\$82,925	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
OPERATING INCOME										
8205	Kodja Place - Visitor Fees	(\$2,278)	\$0	(\$3,800)	\$0	(\$3,800)	\$0	\$0	\$0	
8203	Kodja Place - Hire Fees	(\$1,482)	\$0	(\$3,500)	\$0	(\$3,500)	\$0	\$0	\$0	
8204	Tour Groups	(\$1,309)	\$0	(\$1,300)	\$0	(\$1,300)	\$0	\$0	\$0	
8207	Kodja Place - Activity Fees	(\$464)	\$0	(\$960)	\$0	(\$960)	\$0	\$0	\$0	
8193	Sundry Misc Income - Kodja Place	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
8223	Membership Fees & Brochure Racking	\$0	\$0	(\$230)	\$0	\$0	\$0	\$0	\$230	
8233	Events	(\$23,422)	\$0	(\$50,000)	\$0	(\$50,000)	\$0	\$0	\$0	
8243	Retail Sales	(\$33,779)	\$0	(\$68,000)	\$0	(\$68,000)	\$0	\$0	\$0	
8263	Sales - Commissions	(\$3,992)	\$0	(\$4,500)	\$0	(\$4,500)	\$0	\$0	\$0	
8333	Operating Grants & Subsidies	(\$39,380)	\$0	\$0	\$0	(\$39,380)	\$0	(\$39,380)	\$0	Increase in grant funding for Rose Maze interpretive works, Increase in grant funding for Kodja Place
8334	Operating Grant for Story Area (Digital)	(\$15,860)	\$0	\$0	\$0	(\$15,860)	\$0	(\$15,860)	\$0	Increase in grant funding for digital story expenses
8283	Contributions & Donations	(\$1,018)	\$0	(\$800)	\$0	(\$1,018)	\$0	(\$218)	\$0	
8284	RV Fee Income	(\$859)	\$0	(\$2,400)	\$0	(\$2,400)	\$0	\$0	\$0	
8285	Trans WA Income	\$32	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
8286	Photocopy Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
8393	Sundry Misc Income - Tourism	(\$5,495)	\$0	\$0	\$0	(\$10,990)	\$0	(\$10,990)	\$0	Increase in paid parental leave from \$0 Cwth Govt.
Sub Total - TOURISM & AREA PROMOTION KODJA OP/INC		(\$129,307)	\$0	(\$135,490)	\$0	(\$201,708)	\$0	(\$66,448)	\$230	
Total - TOURISM & AREA PROMOTION KODJA PLACE		(\$129,307)	\$391,292	(\$135,490)	\$824,700	(\$201,708)	\$853,586	(\$120,487)	\$83,155	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
TOURISM & AREA PROMOTION OTHER										
OPERATING EXPENDITURE										
8101	Kojonup Marketing & Promotions	\$0	\$5,719	\$0	\$15,310	\$0	\$20,919	\$0	\$5,609	Increase in advertising expenses
8107	Great Southern Treasures	\$0	\$22,000	\$0	\$20,000	\$0	\$22,000	\$0	\$2,000	Increase in contribution paid.
8414	Wool Wagon	\$0	\$0	\$0	\$250	\$0	\$250	\$0	\$0	
8354	Subscriptions, Accreditation, etc.	\$0	\$379	\$0	\$2,410	\$0	\$2,414	\$0	\$4	
8374	Australia Day Breakfast	\$0	\$0	\$0	\$2,000	\$0	\$0	(\$2,000)	\$0	Decrease in wages allocation.
8371	EV Charging Station	\$0	\$379	\$0	\$0	\$0	\$800	\$0	\$800	Increase in electricity expenses
8432	Railway Station Building Maintenance	\$0	\$32	\$0	\$1,950	\$0	\$1,950	\$0	\$0	
8402	Railway Station Building - Operating	\$0	\$392	\$0	\$280	\$0	\$392	\$0	\$112	
8544	Annual Bloom Festival Cash Contribution	\$0	\$0	\$0	\$200	\$0	\$200	\$0	\$0	
029D	Depreciation	\$0	\$36,776	\$0	\$75,220	\$0	\$75,220	\$0	\$0	
Sub Total - TOURISM & AREA PROM OTHER OP/EXP		\$0	\$65,676	\$0	\$117,620	\$0	\$124,145	(\$2,000)	\$8,525	
OPERATING INCOME										
8494	EV Charging Station	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
8413	Tourism - Non-Operating Grant Income	\$0	\$0	(\$52,411)	\$0	(\$52,411)	\$0	\$0	\$0	
Sub Total - TOURISM & AREA PROM OTHER OP/INC		\$0	\$0	(\$52,411)	\$0	(\$52,411)	\$0	\$0	\$0	
Total - TOURISM & AREA PROMOTION OTHER		\$0	\$65,676	(\$52,411)	\$117,620	(\$52,411)	\$124,145	(\$2,000)	\$8,525	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
TOURISM & AREA PROMOTION - BLACK COCKATOO CAFÉ										
OPERATING EXPENDITURE										
8502	Café Salaries	\$0	\$198,965	\$0	\$320,833	\$0	\$408,749	\$0	\$87,916	Increase in wages
8532	Café Superannuation	\$0	\$22,226	\$0	\$36,404	\$0	\$45,500	\$0	\$9,096	Increase in superannuation
8534	Café Utilities	\$0	\$16,018	\$0	\$28,210	\$0	\$32,450	\$0	\$4,240	Increase in gas expenses
8536	Café Insurance	\$0	\$0	\$0	\$2,000	\$0	\$2,000	\$0	\$0	
8542	Café Bank Fees	\$0	\$0	\$0	\$2,500	\$0	\$2,500	\$0	\$0	
8545	Café Accrued Leave Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
8546	Café Minor Equipment & Repairs	\$0	\$1,524	\$0	\$5,000	\$0	\$5,000	\$0	\$0	
8554	Café Other Minor Expenses	\$0	\$2,245	\$0	\$5,200	\$0	\$5,200	\$0	\$0	
8555	Café Uniforms & Safety Wear	\$0	\$26	\$0	\$1,500	\$0	\$1,500	\$0	\$0	
8556	Café Telephone & IT	\$0	\$214	\$0	\$750	\$0	\$750	\$0	\$0	
8557	Café Building Maintenance	\$0	\$1,084	\$0	\$6,610	\$0	\$7,570	\$0	\$960	Increase in contractor expenses for window cleaning
8562	Café Training Expenses	\$0	\$0	\$0	\$2,000	\$0	\$0	(\$2,000)	\$0	Decrease in materials expense.
8564	Café Other Employment Costs	\$0	\$0	\$0	\$2,820	\$0	\$2,820	\$0	\$0	
8567	Cost of Goods Sold - Food Supplies Purchased	\$0	\$147,247	\$0	\$272,000	\$0	\$295,000	\$0	\$23,000	Increase in food supplies purchased
Sub Total - TOURISM & AREA PROM CAFE OP/EXP		\$0	\$389,548	\$0	\$685,827	\$0	\$809,039	(\$2,000)	\$125,212	
OPERATING INCOME										
8503	Trading Income	(\$393,393)	\$0	(\$700,000)	\$0	(\$780,000)	\$0	(\$80,000)	\$0	Increase in trading income
8533	Catering	(\$690)	\$0	(\$15,000)	\$0	(\$690)	\$0	\$0	\$14,310	Decrease in catering income
Sub Total - TOURISM & AREA PROM CAFE OP/INC		(\$394,083)	\$0	(\$715,000)	\$0	(\$780,690)	\$0	(\$80,000)	\$14,310	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	Total - TOURISM & AREA PROMOTION CAFÉ	(\$394,083)	\$389,548	(\$715,000)	\$685,827	(\$780,690)	\$809,039	(\$82,000)	\$139,522	
	BUILDING CONTROL									
	OPERATING EXPENDITURE									
8552	Building Admin. Salaries	\$0	\$53,414	\$0	\$0	\$0	\$97,772	\$0	\$97,772	Increase in salary allocations
8572	Superannuation	\$0	\$6,423	\$0	\$0	\$0	\$13,500	\$0	\$13,500	Increase in superannuation expense
8602	Other Emp Costs (Bldg)	\$0	\$4,105	\$0	\$0	\$0	\$4,105	\$0	\$4,105	Increase in materials expense
8612	Vehicle Operating Bld Control	\$0	\$2,800	\$0	\$0	\$0	\$5,000	\$0	\$5,000	Increase in materials expense
8622	Building Control Expenses	\$0	\$5,385	\$0	\$17,000	\$0	\$17,000	\$0	\$0	
8672	Admin Realloc Cash (Bldg)	\$0	\$4,806	\$0	\$19,933	\$0	\$19,933	\$0	\$0	
8682	Admin Realloc Non Cash (Bldg)	\$0	\$0	\$0	\$2,284	\$0	\$2,284	\$0	\$0	
	Sub Total - BUILDING CONTROL OP/EXP	\$0	\$76,933	\$0	\$39,217	\$0	\$159,594	\$0	\$120,377	
	OPERATING INCOME									
8653	Building Licence Fees	(\$8,164)	\$0	(\$3,800)	\$0	(\$8,164)	\$0	(\$4,364)	\$0	Increase in building licence fees charged
8663	Bciltf & Brb Commissions	(\$196)	\$0	(\$180)	\$0	(\$196)	\$0	(\$16)	\$0	
8633	Private Pool Inspection Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub Total - BUILDING CONTROL OP/INC	(\$8,360)	\$0	(\$3,980)	\$0	(\$8,360)	\$0	(\$4,380)	\$0	
	Total - BUILDING CONTROL	(\$8,360)	\$76,933	(\$3,980)	\$39,217	(\$8,360)	\$159,594	(\$4,380)	\$120,377	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	OTHER ECONOMIC SERVICES									
	OPERATING EXPENDITURE									
8011	Wash Down Bay - Repairs	\$0	\$2,630	\$0	\$9,422	\$0	\$9,716	\$0	\$294	Increase in wages allocations
8801	Wash Down Bay - Other	\$0	\$0	\$0	\$728	\$0	\$658	(\$70)	\$0	
8807	Wash Down Bay - Utility Charges	\$0	\$2,371	\$0	\$8,315	\$0	\$7,350	(\$965)	\$0	Decrease in water expenses
8800	Saleyards - Ground Maintenance	\$0	\$3,317	\$0	\$7,345	\$0	\$7,277	(\$68)	\$0	Increase in wages and overheads allocations
8808	Saleyards - Insurances	\$0	\$375	\$0	\$425	\$0	\$375	(\$50)	\$0	
8802	Saleyards - Other	\$0	\$36	\$0	\$1,000	\$0	\$1,000	\$0	\$0	
8872	Loan Guarantee Fee	\$0	\$1,171	\$0	\$2,600	\$0	\$2,600	\$0	\$0	
8862	Subdivision - Interest on Loans	\$0	\$6,275	\$0	\$12,212	\$0	\$12,212	\$0	\$0	
	Sub Total - OTHER ECONOMIC SERVICES OP/EXP	\$0	\$16,175	\$0	\$42,047	\$0	\$41,188	(\$1,153)	\$294	
	OPERATING INCOME									
8013	Washdown Bay Fees	(\$7,749)	\$0	(\$14,300)	\$0	(\$14,300)	\$0	\$0	\$0	
8803	Saleyards - Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub Total - OTHER ECONOMIC SERVICES OP/INC	(\$7,749)	\$0	(\$14,300)	\$0	(\$14,300)	\$0	\$0	\$0	
	Total - OTHER ECONOMIC SERVICES	(\$7,749)	\$16,175	(\$14,300)	\$42,047	(\$14,300)	\$41,188	(\$1,153)	\$294	
	Total - ECONOMIC SERVICES	(\$551,112)	\$956,378	(\$946,181)	\$1,749,789	(\$1,082,469)	\$2,027,830	(\$210,120)	\$351,873	

SHIRE OF KOJONUP
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Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		OTHER PROPERTY AND SERVICES								
		PRIVATE WORKS								
		OPERATING EXPENDITURE								
9002	Private Works	\$0	\$9,553	\$0	\$10,484	\$0	\$14,886	\$0	\$4,402	Increase in wages, overheads and plant allocations
9008	Pte Works-Other Councils-Roads	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub Total - PRIVATE WORKS OP/EXP	\$0	\$9,553	\$0	\$10,484	\$0	\$14,886	\$0	\$4,402	
	OPERATING INCOME									
9003	Private Works Income	\$0	\$0	(\$10,484)	\$0	(\$12,800)	\$0	(\$2,316)	\$0	Private works not yet invoiced
9009	Pte Works-Income-Other Councils-Roads	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub Total - PRIVATE WORKS OP/INC	\$0	\$0	(\$10,484)	\$0	(\$12,800)	\$0	(\$2,316)	\$0	
	Total - PRIVATE WORKS	\$0	\$9,553	(\$10,484)	\$10,484	(\$12,800)	\$14,886	(\$2,316)	\$4,402	

**SHIRE OF KOJONUP
BUDGET REVIEW REPORT**

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
PUBLIC WORKS OVERHEADS										
OPERATING EXPENDITURE										
9022	Salaries-Works-Supervisors; Assistance	\$0	\$199,472	\$0	\$311,267	\$0	\$365,780	\$0	\$54,513	Additional staff time allocated to Supervisor salaries
9042	Superannuation (Supervisors)	\$0	\$15,028	\$0	\$45,219	\$0	\$31,500	(\$13,719)	\$0	Decrease in superannuation expenses.
9052	Conferences & Training (Supervisors)	\$0	\$136	\$0	\$3,900	\$0	\$3,900	\$0	\$0	
9062	Emp Insurances (Supervisors)	\$0	\$4,105	\$0	\$3,225	\$0	\$4,105	\$0	\$880	
9072	Other Staff Expenses (Inc. FBT)	\$0	\$4,912	\$0	\$29,000	\$0	\$29,000	\$0	\$0	
9502	Allowances	\$0	\$0	\$0	\$2,000	\$0	\$2,000	\$0	\$0	
9081	Staff Housing Subsidy (Public Works)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
9082	Vehicle Operating	\$0	\$2,569	\$0	\$27,500	\$0	\$10,500	(\$17,000)	\$0	Decrease in plant costs allocated.
9084	Consulting Technical	\$0	\$6,455	\$0	\$16,510	\$0	\$16,510	\$0	\$0	
9092	Office Expenses	\$0	\$6,044	\$0	\$14,705	\$0	\$15,305	\$0	\$600	Increase in materials expenses
9094	Minor Equipment/Consumables	\$0	\$4,928	\$0	\$8,270	\$0	\$8,270	\$0	\$0	
9095	RAMM Inventory	\$0	\$12,706	\$0	\$12,510	\$0	\$12,706	\$0	\$196	
9102	Training	\$0	\$42,547	\$0	\$51,950	\$0	\$59,894	\$0	\$7,944	Increase in contractor training expenses
9112	Meetings	\$0	\$1,845	\$0	\$21,900	\$0	\$6,028	(\$15,872)	\$0	Decrease in wages allocation
9122	Annual Leave	\$0	\$95,062	\$0	\$199,551	\$0	\$178,321	(\$21,230)	\$0	Decrease in leave paid.
9132	Public Holidays	\$0	\$35,905	\$0	\$99,776	\$0	\$99,776	\$0	\$1	
9142	Sick Leave	\$0	\$37,050	\$0	\$99,776	\$0	\$88,615	(\$11,161)	\$0	Decrease in sick leave
9152	Superannuation	\$0	\$120,884	\$0	\$365,893	\$0	\$341,768	(\$24,125)	\$0	Decrease in superannuation expenses.
9162	Workers Comp Ins	\$0	\$73,534	\$0	\$67,495	\$0	\$73,534	\$0	\$6,039	Increase in Insurance
9172	Staff Functions	\$0	\$3,366	\$0	\$4,023	\$0	\$4,941	\$0	\$918	Increase in wages allocation, decrease in overheads allocation
9182	INSURANCE ON WORKS	\$0	\$5,720	\$0	\$6,963	\$0	\$6,505	(\$458)	\$0	
9192	Long Service Leave	\$0	\$107,473	\$0	\$209,744	\$0	\$151,000	(\$58,744)	\$0	Decrease in LSL payout
9202	Safety Equipment & P.P.E.	\$0	\$18,517	\$0	\$22,500	\$0	\$22,721	\$0	\$221	Increase in wages and overheads
9232	PWOH - NOVATED LEASE EXPENSES	\$0	\$8,982	\$0	\$33,358	\$0	\$8,982	(\$24,376)	\$0	Decrease in novated lease expenses - offset by GL 9233
9262	Emp Insurances - Pwo	\$0	\$5,745	\$0	\$5,745	\$0	\$5,745	\$0	\$0	
9280	Cleaners - Annual Leave	\$0	\$2,956	\$0	\$5,900	\$0	\$5,900	\$0	\$0	
9281	Cleaners - Long Service Leave	\$0	\$530	\$0	\$3,150	\$0	\$3,150	\$0	\$0	
9282	Cleaners - Sick Leave	\$0	\$397	\$0	\$2,150	\$0	\$2,150	\$0	\$0	
9284	Cleaners - Public Holidays	\$0	\$530	\$0	\$3,150	\$0	\$3,150	\$0	\$0	
9286	Cleaners - Superannuation	\$0	\$1,461	\$0	\$5,250	\$0	\$4,000	(\$1,250)	\$0	Decrease in superannuation
9254	Cleaners - Administration	\$0	\$2,258	\$0	\$8,700	\$0	\$8,703	\$0	\$3	
9302	Admin Realloc - Cash (Pwo)	\$0	\$96,112	\$0	\$398,652	\$0	\$398,652	\$0	\$0	
9332	Admin Non Cash Realloc (Pwo)	\$0	\$0	\$0	\$62,805	\$0	\$62,805	\$0	\$0	
9421	Small Items (Chainsaws, Mowers, etc)	\$0	\$0	\$0	\$3,310	\$0	\$3,310	\$0	\$0	
9422	Sundry Plant Recovery - Automatic Recoveries	\$0	\$4,003	\$0	\$20,000	\$0	\$20,000	\$0	\$0	
9312	Less Allocated To Works & Services	\$0	(\$842,422)	\$0	(\$2,175,846)	\$0	(\$2,225,600)	(\$49,754)	\$0	Increase in overheads allocated to jobs
Sub Total - PUBLIC WORKS O/HEADS OP/EXP		\$0	\$78,813	\$0	\$0	\$0	(\$166,374)	(\$237,689)	\$71,315	
OPERATING INCOME										

SHIRE OF KOJONUP
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Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
9323	Sundry Misc Income - Pwo	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
9233	PWOH - NOVATED LEASE CONTRIBUTION INCOME	(\$8,982)	\$0	(\$33,358)	\$0	(\$8,982)	\$0	\$0	\$24,376	Decrease in novated lease contributions - offset by GL 9232
	Sub Total - PUBLIC WORKS O/HEADS OP/INC	(\$8,982)	\$0	(\$33,358)	\$0	(\$8,982)	\$0	\$0	\$24,376	
	Total - PUBLIC WORKS OVERHEADS	(\$8,982)	\$78,813	(\$33,358)	\$0	(\$8,982)	(\$166,374)	(\$237,689)	\$95,691	

**SHIRE OF KOJONUP
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Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
PLANT OPERATION COSTS										
OPERATING EXPENDITURE										
9372	Wages & Overheads	\$0	\$45,553	\$0	\$138,540	\$0	\$119,500	(\$19,040)	\$0	Decrease in wages allocation
9352	Tyres & Tubes	\$0	\$24,589	\$0	\$18,000	\$0	\$30,000	\$0	\$12,000	Increase in tyre expenses
9344	Vehicle Tracking	\$0	\$10,797	\$0	\$22,000	\$0	\$22,000	\$0	\$0	
9362	Parts,Ext Work & Sundries	\$0	\$56,750	\$0	\$115,306	\$0	\$115,306	\$0	\$0	
9382	Vehicles - Insurance	\$0	\$67,391	\$0	\$72,441	\$0	\$69,000	(\$3,441)	\$0	Decrease in insurance
9386	Vehicles - Licences	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
9342	Fuels & Oils	\$0	\$84,845	\$0	\$375,000	\$0	\$340,000	(\$35,000)	\$0	Decrease in fuel expenses
9363	Purchase of Tools	\$0	\$1,501	\$0	\$3,300	\$0	\$3,300	\$0	\$0	
9402	Less Poc Allocated To W. & S.	\$0	(\$343,871)	\$0	(\$744,587)	\$0	(\$1,073,188)	(\$328,601)	\$0	Increase in plant costs allocated to projects
021D	Depreciation (Sch 12)	\$0	\$140,772	\$0	\$396,775	\$0	\$396,775	\$0	\$0	
025D	Depreciation W/Back	\$0	(\$231,190)	\$0	(\$396,775)	\$0	(\$396,775)	\$0	\$0	
Sub Total - PLANT OPERATIONS COSTS OP/EXP		\$0	(\$142,864)	\$0	\$0	\$0	(\$374,082)	(\$386,082)	\$12,000	
OPERATING INCOME										
9393	Income - Diesel Fuel Rebates	\$0	\$0	(\$25,000)	\$0	\$0	\$0	\$0	\$25,000	Decrease in diesel fuel rebate
012P	Profit On Sale Of Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - PLANT OPERATIONS COSTS OP/INC		\$0	\$0	(\$25,000)	\$0	\$0	\$0	\$0	\$25,000	
Total - PLANT OPERATIONS COSTS		\$0	(\$142,864)	(\$25,000)	\$0	\$0	(\$374,082)	(\$386,082)	\$37,000	
MATERIALS AND STOCK										
OPERATING EXPENDITURE										
9452	Stock Variance A/C	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - MATERIALS AND STOCK		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - MATERIALS AND STOCK		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		OTHER PROPERTY AND SERVICES								
		SALARIES AND WAGES								
		OPERATING EXPENDITURE								
9482	Salaries & Wages Drawn	\$0	\$2,723,017	\$0	\$4,522,470	\$0	\$4,568,510	\$0	\$46,040	Increase in wages paid
9492	Workers Compensation	\$0	\$27,015	\$0	\$50,000	\$0	\$35,000	(\$15,000)	\$0	Decrease in workers compensation expenses
9512	Salary & Wage Alloc To W. & S.	\$0	(\$2,624,193)	\$0	(\$4,522,470)	\$0	(\$4,568,510)	(\$46,040)	\$0	Increase in wages allocated to projects
	Sub Total - SALARIES AND WAGES OP/EXP	\$0	\$125,839	\$0	\$50,000	\$0	\$35,000	(\$61,040)	\$46,040	
	OPERATING INCOME									
9493	Workers Compensation Income	(\$26,858)	\$0	(\$60,000)	\$0	(\$35,000)	\$0	\$0	\$25,000	Decrease in workers compensation reimbursements.
	Sub Total - SALARIES AND WAGES OP/INC	(\$26,858)	\$0	(\$60,000)	\$0	(\$35,000)	\$0	\$0	\$25,000	
	Total - SALARIES AND WAGES	(\$26,858)	\$125,839	(\$60,000)	\$50,000	(\$35,000)	\$35,000	(\$61,040)	\$71,040	

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Details By function Under The Following Programme Titles
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ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		UNCLASSIFIED								
		OPERATING EXPENDITURE								
9572	Land Survey & Leasing	\$0	\$0	\$0	\$3,500	\$0	\$10,000	\$0	\$6,500	Increase in land survey expenses
9682	Misc Expenses-Other Property	\$0	\$2,381	\$0	\$3,596	\$0	\$3,596	\$0	\$0	
024D	Depreciation on Assets	\$0	\$7,543	\$0	\$18,100	\$0	\$18,100	\$0	\$0	
	Sub Total - UNCLASSIFIED OP/EXP	\$0	\$9,924	\$0	\$25,196	\$0	\$31,696	\$0	\$6,500	
		OPERATING INCOME								
9626	Sundry Misc Income - Other Property	(\$10,365)	\$0	\$0	\$0	(\$10,365)	\$0	(\$10,365)	\$0	Insurance reimbursement for depot roller door replacement
9627	Sundry Inc - Insurance Premium Refund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
9683	Lease Of Ksc Properties	\$0	\$0	(\$26,300)	\$0	(\$26,300)	\$0	\$0	\$0	
9695	Recoverable Costs Income	(\$75)	\$0	(\$1)	\$0	(\$75)	\$0	(\$74)	\$0	
	Sub Total - UNCLASSIFIED OP/INC	(\$10,440)	\$0	(\$26,301)	\$0	(\$36,740)	\$0	(\$10,439)	\$0	
	Total - UNCLASSIFIED	(\$10,440)	\$9,924	(\$26,301)	\$25,196	(\$36,740)	\$31,696	(\$10,439)	\$6,500	
	Total - OTHER PROPERTY AND SERVICES	(\$46,280)	\$81,265	(\$155,143)	\$85,680	(\$93,522)	(\$458,874)	(\$697,566)	\$214,633	

SHIRE OF KOJONUP BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
FUND TRANSFERS										
EXPENDITURE										
	Tfr to Employee Leave Res.	\$0	\$3,440	\$0	\$34,634	\$0	\$31,917	(\$2,717)		\$0 Decrease in interest earned
	Transfer To Plant Res.	\$0	\$3,495	\$0	\$2,387	\$0	\$5,527	\$0	\$3,140	Increase in interest earned
	Transfer to Springhaven Lodge Res.	\$0	\$400,000	\$0	\$0	\$0	\$400,000	\$0	\$400,000	Increase in transfer to Springhaven Reserve for new deposits taken.
	Transfer to Low Income Housing Res.	\$0	\$1,178	\$0	\$3,020	\$0	\$1,864	(\$1,156)	\$0	Decrease in interest earned
	Transfer to Sporting Facility Res.	\$0	\$885	\$0	\$2,270	\$0	\$1,400	(\$870)	\$0	Decrease in interest earned
	Transfer to Landfill Waste Mgmt Res.	\$0	\$1,130	\$0	\$2,897	\$0	\$1,787	(\$1,110)	\$0	Decrease in interest earned
	Transfer to Community Grants Res.	\$0	\$138	\$0	\$355	\$0	\$218	(\$137)	\$0	Decrease in interest earned
	Transfer To Independent Living Units Res.	\$0	\$2,233	\$0	\$5,725	\$0	\$3,531	(\$2,194)	\$0	Decrease in interest earned
	Transfer to Natural Resource Mgmt Res.	\$0	\$1,375	\$0	\$3,525	\$0	\$2,175	(\$1,350)	\$0	Decrease in interest earned
	Transfer To Swimming Pool Res.	\$0	\$571	\$0	\$1,464	\$0	\$903	(\$561)	\$0	Decrease in interest earned
	Transfer to Kodja Place Building Res.	\$0	\$249	\$0	\$637	\$0	\$393	(\$244)	\$0	Decrease in interest earned
	Transfer to Sporting Complex Building Upgrade Res.	\$0	\$16	\$0	\$41	\$0	\$119	\$0	\$78	Increase in interest earned
	Transfer to Netball Court Surfacing Res.	\$0	\$14	\$0	\$0	\$0	\$0	\$0	\$0	
New	Transfer to Asset Acquisition & Replacement Reserve	\$0	\$0	\$0	\$100,000	\$0	\$100,000	\$0	\$0	
Sub Total - TRANSFERS TO RESERVE		\$0	\$414,723	\$0	\$156,955	\$0	\$549,834	(\$10,339)	\$403,218	
INCOME										
			(\$414,723)							
	Transfer from Employee Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Transfer from Plant Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Transfer from Springhaven Lodge Res	(\$4,095,000)	\$0	\$0	\$0	(\$4,095,000)	\$0	(\$4,095,000)	\$0	Increase in reserve transfer to pay Springhaven deposits to Hall & Prior
	Transfer from Swimming Pool Res.	\$0	\$0	\$0	\$0	(\$11,895)	\$0	(\$11,895)	\$0	Increase in reserve transfer to cover cost of Pool robotic cleaner.
Sub Total - TRANSFERS FROM RESERVE		(\$4,095,000)	\$0	\$0	\$0	(\$4,106,895)	\$0	(\$4,106,895)	\$0	
Total - TRANSFERS		(\$4,095,000)	\$414,723	\$0	\$156,955	(\$4,106,895)	\$549,834	(\$4,117,234)	\$403,218	
Total - FUND TRANSFER		(\$4,095,000)	\$414,723	\$0	\$156,955	(\$4,106,895)	\$549,834	(\$4,117,234)	\$403,218	
NEW - (Surplus) / Deficit - Opening 1 July										
		(\$3,200,112)	\$0	(\$2,619,834)	\$0	(\$3,200,112)	\$0	(\$580,278)	\$0	Increase in surplus from audit adjustments
Sub Total - SURPLUS C/FWD		(\$3,200,112)	\$0	(\$2,619,834)	\$0	(\$3,200,112)	\$0	(\$580,278)	\$0	
Total - SURPLUS		(\$3,200,112)	\$0	(\$2,619,834)	\$0	(\$3,200,112)	\$0	(\$580,278)	\$0	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	LIABILITY LOANS - PRINCIPAL REPAYMENT									
	EXPENDITURE									
New	Loan 150 - Communications tower	\$0	\$16,589	\$0	\$50,333	\$0	\$50,333	\$0	\$0	
New	Loan 137 - Medical Centre	\$0	\$4,406	\$0	\$8,850	\$0	\$8,850	\$0	\$0	
New	Loan 135 - Bagg St House	\$0	\$5,174	\$0	\$10,428	\$0	\$10,428	\$0	\$0	
New	Loan 139 - Aged Units	\$0	\$5,107	\$0	\$10,244	\$0	\$10,244	\$0	\$0	
New	Loan 140 - Staff Housing	\$0	\$30,529	\$0	\$61,323	\$0	\$61,323	\$0	\$0	
New	Loan 138 - GROH Housing	\$0	\$56,900	\$0	\$114,210	\$0	\$114,210	\$0	\$0	
New	Loan 144 - Staff Housing	\$0	\$5,473	\$0	\$10,996	\$0	\$10,996	\$0	\$0	
New	Loan 145 - GROH Housing	\$0	\$5,473	\$0	\$10,996	\$0	\$10,996	\$0	\$0	
New	Loan 148 - Staff Housing renovations	\$0	\$7,812	\$0	\$15,731	\$0	\$15,731	\$0	\$0	
New	Loan 134 - Sports Complex	\$0	\$18,465	\$0	\$18,921	\$0	\$18,921	\$0	\$0	
New	Loan 136 - Sports Complex Wall	\$0	\$5,017	\$0	\$10,083	\$0	\$10,083	\$0	\$0	
New	Loan 143 - Netball Courts & Roof	\$0	\$27,473	\$0	\$55,342	\$0	\$55,342	\$0	\$0	
New	Loan 142 - Oval Lighting	\$0	\$12,421	\$0	\$24,931	\$0	\$24,931	\$0	\$0	
New	Loan 146 - Harrison Place Toilets & Park	\$0	\$17,864	\$0	\$36,078	\$0	\$36,078	\$0	\$0	
New	Loan 149 - Harrison Place Toilets & Park	\$0	\$33,179	\$0	\$25,166	\$0	\$25,166	\$0	\$0	
New	Loan 141 - Airstrip Lighting	\$0	\$5,136	\$0	\$10,311	\$0	\$10,311	\$0	\$0	
New	Loan 147 - Land Development	\$0	\$17,242	\$0	\$34,823	\$0	\$34,823	\$0	\$0	
	Sub Total - LOAN REPAYMENTS	\$0	\$274,260	\$0	\$508,766	\$0	\$508,766	\$0	\$0	
	INCOME									
New	Loan 133 - Kojonup Bowls Club S/S Principal Repayment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub-Total - LOAN PRINCIPAL REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total - NON CURRENT LIABILITIES	\$0	\$274,260	\$0	\$508,766	\$0	\$508,766	\$0	\$0	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
NEW LOANS RAISED										
INCOME										
Sub Total - New Loans Raised		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - NEW LOANS - CURRENT LIABILITIES		\$0	0	\$0	\$0	\$0	\$0	\$0	\$0	
NON CASH ITEMS EXCLUDED FROM OPERATING ACTIVITIES										
Depreciation Written Back		\$0	(\$2,228,401)	\$0	(\$4,637,570)	\$0	(\$4,666,164)	(\$28,595)	\$0	
Profit on Sale of Assets Written Back		\$71,000	\$0	\$0	\$0	\$71,000	\$0	\$0	\$71,000	
Write back on Land held for Resale		\$0	\$63,458	\$0	\$0	\$0	\$63,458	\$0	\$63,458	
Movement in Springhaven Lodge Bonds Reserve Bank Account		\$3,695,000	\$0	\$0	\$0	\$4,095,000	\$0	\$0	\$4,095,000	
Movement in Doubtful Debts		\$0	\$0	\$0	(\$2,000)	\$0	(\$2,000)	\$0	\$0	
Sub Total - DEPRECIATION WRITTEN BACK		\$3,766,000	(\$2,164,943)	\$0	(\$4,639,570)	\$4,166,000	(\$4,604,706)	(\$28,595)	\$4,229,458	
Total - NON CASH ITEMS		\$3,766,000	(\$2,164,943)	\$0	(\$4,639,570)	\$4,166,000	(\$4,604,706)	(\$28,595)	\$4,229,458	

**SHIRE OF KOJONUP
BUDGET REVIEW REPORT**

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		FURNITURE AND EQUIPMENT								
		GOVERNANCE - CAPITAL EXPENDITURE								
C137	ICT Plan Implementation	\$0	\$79,161	\$0	\$450,000	\$0	\$400,000	(\$50,000)		\$0 Decrease in materials expense.
	Sub Total - CAPITAL WORKS	\$0	\$79,161	\$0	\$450,000	\$0	\$400,000	(\$50,000)	\$0	
	Total - GOVERNANCE	\$0	\$79,161	\$0	\$450,000	\$0	\$400,000	(\$50,000)	\$0	
	Total - FURNITURE AND EQUIPMENT	\$0	\$79,161	\$0	\$450,000	\$0	\$400,000	(\$50,000)	\$0	

SHIRE OF KOJONUP BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	LAND HELD FOR RESALE									
	COMMUNITY AMENITIES									
	CAPITAL EXPENDITURE									
C310	Subdivision Construction	\$0	\$11,608	\$0	\$0	\$0	\$11,608	\$0	\$11,608	Increase in subdivision costs for Land held for Resale
	Sub Total - CAPITAL WORKS	\$0	\$11,608	\$0	\$0	\$0	\$11,608	\$0	\$11,608	
	Total- COMMUNITY AMENITIES	\$0	\$11,608	\$0	\$0	\$0	\$11,608	\$0	\$11,608	
	Total - LAND	\$0	\$11,608	\$0	\$0	\$0	\$11,608	\$0	\$11,608	

SHIRE OF KOJONUP BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	BUILDINGS									
	EDUCATION & WELFARE - CAPITAL EXPENDITURE									
C441	Old School - Re-Roof	\$0	\$0	\$0	\$1,994	\$0	\$1,994	\$0	\$0	
	Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$1,994	\$0	\$1,994	\$0	\$0	
	TOTAL - EDUCATION & WELFARE	\$0	\$0	\$0	\$1,994	\$0	\$1,994	\$0	\$0	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	BUILDINGS									
	HOUSING - CAPITAL EXPENDITURE									
C157	CEO Residence - 13/15 Loton Close	\$0	\$0	\$0	\$80,000	\$0	\$0	(\$80,000)		\$0 Project deferred
C156	Staff - 30 Katanning Road	\$0	\$7,269	\$0	\$30,000	\$0	\$10,000	(\$20,000)		\$0 Decrease in capital expenditure
C313	Jean Sullivan Units	\$0	\$0	\$0	\$10,000	\$0	\$10,000	\$0	\$0	
C145	Loton Close Units	\$0	\$0	\$0	\$10,000	\$0	\$10,000	\$0	\$0	
	Sub Total - CAPITAL WORKS	\$0	\$7,269	\$0	\$130,000	\$0	\$30,000	(\$100,000)	\$0	
	Total - HOUSING	\$0	\$7,269	\$0	\$130,000	\$0	\$30,000	(\$100,000)	\$0	
	BUILDINGS									
	COMMUNITY AMENITIES - CAPITAL EXPENDITURE									
C442	Mens Shed - Construction of New	\$0	\$340,006	\$0	\$323,768	\$0	\$342,000	\$0	\$18,232	Increase in construction costs
	Sub Total - CAPITAL WORKS	\$0	\$340,006	\$0	\$323,768	\$0	\$342,000	\$0	\$18,232	
	Total - COMMUNITY AMENITIES	\$0	\$340,006	\$0	\$323,768	\$0	\$342,000	\$0	\$18,232	

SHIRE OF KOJONUP BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	BUILDINGS									
	RECREATION AND CULTURE - CAPITAL EXPENDITURE									
C198	Historic Buildings - Capital Improvement	\$0	\$0	\$0	\$35,000	\$0	\$0	(\$35,000)		\$0 Project Deferred
C105	Memorial Hall Capital Expenditure	\$0	\$0	\$0	\$30,000	\$0	\$0	(\$30,000)		\$0 Project Deferred
C295	SWIMMING POOL BUILDINGS CAPITAL EXPENDITURE	\$0	\$0	\$0	\$30,000	\$0	\$0	(\$30,000)		\$0 Project Deferred
C408	Harrison Place Toilets & Park	\$0	\$0	\$0	\$10,000	\$0	\$0	(\$10,000)		\$0 Project Deferred
	Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$105,000	\$0	\$0	(\$105,000)		\$0
	Total - RECREATION AND CULTURE	\$0	\$0	\$0	\$105,000	\$0	\$0	(\$105,000)		\$0
	BUILDINGS									
	ECONOMIC SERVICES - CAPITAL EXPENDITURE									
C177	Kodja Place Capital Expenditure	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0		\$0
C349	Black Cockatoo Café Capital Expenditure	\$0	\$0	\$0	\$25,000	\$0	\$0	(\$25,000)		\$0 Project Deferred
	Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$45,000	\$0	\$20,000	(\$25,000)		\$0
	Total - ECONOMIC SERVICES	\$0	\$0	\$0	\$45,000	\$0	\$20,000	(\$25,000)		\$0
	Total - BUILDINGS	\$0	\$347,275	\$0	\$605,762	\$0	\$393,994	(\$230,000)		\$18,232

SHIRE OF KOJONUP BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
	PLANT AND EQUIPMENT									
	RECREATION AND CULTURE									
	CAPITAL EXPENDITURE									
C158	Swimming Pool Equipment	\$0	\$11,895	\$0	\$0	\$0	\$11,895	\$0	\$11,895	Purchase of new Robot vacuum cleaner - Offset by Swim Pool Reserve transfer
	Sub Total - CAPITAL WORKS	\$0	\$11,895	\$0	\$0	\$0	\$11,895	\$0	\$11,895	
	Total - RECREATION AND CULTURE	\$0	\$11,895	\$0	\$0	\$0	\$11,895	\$0	\$11,895	
	PLANT AND EQUIPMENT									
	TRANSPORT									
	CAPITAL EXPENDITURE									
7604	Major Plant Purchases	\$0	\$60,952	\$0	\$285,000	\$0	\$60,952	(\$224,048)		Decrease in purchase price for Works Utility. Purchase of Shoulder Master
C162	Major Plant Repairs - Fuel Pump System	\$0	\$0	\$0	\$7,490	\$0	\$7,490	\$0	\$0	\$0 and Skid Steer trailer not proceeding.
C404	Signage - Electronic Speed Signs	\$0	\$0	\$0	\$0	\$0	\$770	\$0	\$770	
	Sub Total - CAPITAL WORKS	\$0	\$60,952	\$0	\$292,490	\$0	\$69,212	(\$224,048)	\$770	
	Total - TRANSPORT	\$0	\$60,952	\$0	\$292,490	\$0	\$69,212	(\$224,048)	\$770	
	Total - PLANT AND EQUIPMENT	\$0	\$72,847	\$0	\$292,490	\$0	\$81,107	(\$224,048)	\$12,665	

SHIRE OF KOJONUP BUDGET REVIEW REPORT		ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
Details By function Under The Following Programme Titles And Type Of Activities Within The Programme										
ACCOUNT	JOB	Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
INFRASTRUCTURE ASSETS - ROAD RESERVES										
CAPITAL EXPENDITURE										
Roads to Recovery Projects										
C500	CJ500 RTR - Tone Road - Failure 1	\$0	\$636	\$0	\$90,000	\$0	\$87,157	(\$2,843)	\$0	Decrease in wages, overheads and plant costs. Decrease in materials & contractors.
C505	CJ505 RTR - Tone Road - Failure 2	\$0	\$0	\$0	\$55,000	\$0	\$54,501	(\$499)	\$0	Increase in wages, overheads and plant allocations. Decrease in materials and contractors.
C506	CJ506 RTR - Tone Road - Failure 3	\$0	\$0	\$0	\$70,000	\$0	\$68,896	(\$1,104)	\$0	Decrease in wages, overheads and plant costs. Decrease in materials & contractors.
C507	CJ507 RTR - Spring Street Asphalt	\$0	\$0	\$0	\$347,350	\$0	\$374,733	\$0	\$27,383	Decrease in wages, overheads and plant costs. Increase in materials & contractors.
C508	CJ508 RTR - Misson Road Floodway	\$0	\$0	\$0	\$20,000	\$0	\$0	(\$20,000)	\$0	Project not proceeding
C509	CJ509 RTR - Soldier Road - Asphalt	\$0	\$0	\$0	\$75,000	\$0	\$0	(\$75,000)	\$0	Project not proceeding
C510	CJ510 RTR - Wanwindup South Road Culvert	\$0	\$2,857	\$0	\$25,000	\$0	\$0	(\$25,000)	\$0	Project not proceeding
C511	CJ511 RTR - Qualeup South Road Failure Repairs	\$0	\$14,380	\$0	\$35,000	\$0	\$14,380	(\$20,620)	\$0	Project not proceeding
C512	CJ512 RTR - Newton Street Reseal	\$0	\$0	\$0	\$44,000	\$0	\$0	(\$44,000)	\$0	Project not proceeding
C501	CJ501 Ballock Road - RTR	\$0	\$3,638	\$0	\$0	\$0	\$3,638	\$0	\$3,638	Council funds spent on project
R2R400	R2R - Balgarup Road Tree Pruning Works	\$0	\$28,918	\$0	\$0	\$0	\$28,918	\$0	\$28,918	Council funds spent on project
RRG Projects										
C417	CJ417 Widening - Shamrock Road 23/24 C/Over	\$0	\$92,864	\$0	\$383,920	\$0	\$378,541	(\$5,379)	\$0	Increase in wages, overheads and plant allocations
C436	CJ436 Widening - Shamrock Road 24/25	\$0	\$112,063	\$0	\$690,000	\$0	\$657,321	(\$32,679)	\$0	Decrease in wages, overheads and plant costs. Increase in materials & contractors.
C227	CJ227 Broomehill Road Failure Repairs	\$0	\$0	\$0	\$45,000	\$0	\$52,921	\$0	\$7,921	Increase in wages, overheads and plant allocations. Decrease in materials and contractors.
C450	CJ450 Widening - Tambellup West Road	\$0	\$46,207	\$0	\$255,000	\$0	\$185,427	(\$69,573)	\$0	Decrease in wages, overheads and plant costs. Increase in materials & contractors.
C319	CJ319 Bitumen Reseal - Kojonup-Frankland Road	\$0	\$12,314	\$0	\$210,000	\$0	\$259,345	\$0	\$49,345	Increase in wages, overheads and plant costs. Increase in materials & contractors.
C320	CJ320 Bitumen Reseal - Kojonup Darkan Road	\$0	\$0	\$0	\$195,000	\$0	\$333,623	\$0	\$138,623	Decrease in wages, overheads and plant costs. Increase in materials & contractors.
C460	CJ460 Road Widening - Jingalup Rd 22/23	\$0	\$682	\$0	\$210,000	\$0	\$232,379	\$0	\$22,379	Decrease in wages, overheads and plant costs. Increase in materials & contractors.
C463	CJ463 Kojonup Darkan Shoulder Blackspot	\$0	\$203,778	\$0	\$229,774	\$0	\$219,467	(\$10,307)	\$0	Increase in wages, overheads and plant allocations. Decrease in contractor expenses
Commodity Route Projects										
C079	CJ079 Reillys Creek Road - Gravel Sheet	\$0	\$13,250	\$0	\$255,000	\$0	\$228,873	(\$26,127)	\$0	Decrease in wages, overheads and plant costs. Decrease in materials & contractors.
Municipal Fund Projects										

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
C055	CJ055 Newton Street Kerbing	\$0	\$0	\$0	\$26,000	\$0	\$0	(\$26,000)	\$0	Project not proceeding
	Sub Total - CAPITAL WORKS	\$0	\$531,587	\$0	\$3,261,044	\$0	\$3,180,120	(\$359,131)	\$278,207	
	Total - ROADS	\$0	\$531,587	\$0	\$3,261,044	\$0	\$3,180,120	(\$359,131)	\$278,207	
	Total - INFRASTRUCTURE ASSETS ROAD RESERVES	\$0	\$531,587	\$0	\$3,261,044	\$0	\$3,180,120	(\$359,131)	\$278,207	
	INFRASTRUCTURE - FOOTPATHS									
FPC02	Footpath - Newton Street	\$0	\$1,133	\$0	\$35,000	\$0	\$0	(\$35,000)	\$0	Project not proceeding
	Sub Total - CAPITAL WORKS	\$0	\$1,133	\$0	\$35,000	\$0	\$0	(\$35,000)	\$0	
	Total - INFRASTRUCTURE ASSETS FOOTPATHS	\$0	\$1,133	\$0	\$35,000	\$0	\$0	(\$35,000)	\$0	
	INFRASTRUCTURE - PARKS - CAPITAL EXPENDITURE									
	RECREATION & CULTURE									
C357	Apex Park Playground	\$0	\$39,010	\$0	\$0	\$0	\$39,010	\$0	\$39,010	No budget allocation for project
C274	Sporting Complex - Netball Court Project	\$0	\$28,765	\$0	\$26,520	\$0	\$28,765	\$0	\$2,245	Increase in materials expense
6764	Showgrounds Capital Expenditure	\$0	\$27,507	\$0	\$30,000	\$0	\$27,507	(\$2,493)	\$0	Decrease in project expenses
6774	The Spring Reserve Capital Expenditure	\$0	\$0	\$0	\$50,000	\$0	\$10,000	(\$40,000)	\$0	Decrease in materials allocation
	Sub-Total - CAPITAL WORKS	\$0	\$95,282	\$0	\$106,520	\$0	\$105,282	(\$42,493)	\$41,255	
	Total - RECREATION & CULTURE	\$0	\$95,282	\$0	\$106,520	\$0	\$105,282	(\$42,493)	\$41,255	
	Total - INFRASTRUCTURE PARKS	\$0	\$95,282	\$0	\$106,520	\$0	\$105,282	(\$42,493)	\$41,255	

SHIRE OF KOJONUP
BUDGET REVIEW REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT	JOB	ACTUAL 31 DECEMBER 2024		ADOPTED BUDGET 2024-25		AMENDED BUDGET 30 JUNE 2025		PROJECTED VARIANCE		
		Income	Expense	Income	Expense	Income	Expense	FAVOURABLE	UNFAVOURABLE	COMMENT
		OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE								
		LAW, ORDER & PUBLIC SAFETY								
C138	Bushfire Repeater Tower	\$0	\$62,961	\$0	\$0	\$0	\$62,961	\$0	\$62,961	No budget allocation for project
2885	CCTV Capital Expenditure	\$0	\$67,900	\$0	\$267,000	\$0	\$267,000	\$0	\$0	
	Sub-Total - CAPITAL WORKS	\$0	\$130,861	\$0	\$267,000	\$0	\$329,961	\$0	\$62,961	
	Total - LAW, ORDER & PUBLIC SAFETY	\$0	\$130,861	\$0	\$267,000	\$0	\$329,961	\$0	\$62,961	
		OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE								
		COMMUNITY AMENITIES								
C355	Town Furniture	\$0	\$2,193	\$0	\$20,000	\$0	\$2,193	(\$17,807)		Increase in wages, overheads and plant allocations. Decrease in materials
C407	Refuse Site Development	\$0	\$0	\$0	\$115,250	\$0	\$0	(\$115,250)		\$0 expense Project not proceeding
	Sub Total - CAPITAL WORKS	\$0	\$2,193	\$0	\$135,250	\$0	\$2,193	(\$133,057)	\$0	
	Total - OTHER COMMUNITY AMENITIES	\$0	\$2,193	\$0	\$135,250	\$0	\$2,193	(\$133,057)	\$0	
		OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE								
		ECONOMIC SERVICES								
C054	Promotional Signage	\$0	\$0	\$0	\$60,000	\$0	\$20,000	(\$40,000)		\$0 Decrease in project expenses
	Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$60,000	\$0	\$20,000	(\$40,000)	\$0	
	Total - ECONOMIC SERVICES	\$0	\$0	\$0	\$60,000	\$0	\$20,000	(\$40,000)	\$0	
	Total - INFRASTRUCTURE ASSETS - OTHER	\$0	\$133,055	\$0	\$462,250	\$0	\$352,154	(\$173,057)	\$62,961	



(Aerial Photograph showing Lot 162)

received 26/02/25

25/02/2025

Kojonup Tennis Club

PO Box 201

Kojonup 6395

To Grant Thompson (Kojonup Shire CEO)

Kojonup Tennis Club would like to submit an expression of interest for leasing lot 162 Blackwood road (approximately 34 HA) for a period of 1 year in accordance with the public notice advertising the conditions of the lease , The club offers \$2500 per year to use the land for cropping .

The club feels one more year will allow for extra funds to be added to our account going towards upgrading of the courts lights.

This will mean the club has had three years and then it will allow for another community group or sports club the opportunity to have their turn at leasing the land for their cause.

Sincerely

Bevan Bignell

Kojonup Tennis Club

0427625312



SHIRE OF KOJONUP

EXPRESSIONS OF INTEREST - LEASE OF LAND

Expressions of Interest are called for the lease of the following agricultural land:

Lot 162 Blackwood Road, Kojonup

for a three (3) year period from 28 March 2025.

Written Expressions of Interest, outlining the proposed lease fee and proposed use of the land, are invited from prospective individuals, community organisations or sporting groups.

A plan and more specific information, along with conditions of the Expression of Interest and grading criteria, are available from the Shire Office or by contacting Tonya Pearce, Governance and Rates Officer on 9831 2400 or gro@kojonup.wa.gov.au.

Expressions of Interest close at 4.00pm on Thursday, 27 February 2025 and must be marked ***'Strictly Confidential - Expression of Interest – 162 Blackwood Road'*** and addressed to the Chief Executive Officer, Shire of Kojonup, 93 Albany Highway, KOJONUP WA 6395 or as per the Information Package.

The Shire of Kojonup reserves the right to not accept the highest or any Expression of Interest.

Grant Thompson
Chief Executive Officer



Lease of Lot 162 Blackwood Road, Kojonup Information Package

Expressions of Interest are invited from community and sporting groups interested in leasing Lot 162 Blackwood Road, Kojonup for the purposes of cropping.

Lot 162 is approximately 34 hectares of Shire controlled land situated between the industrial estate and Showgrounds (see attached map).

Conditions of Lease:

- Term of lease to be for a period of three (3) years, with possibility of an applicable extension period;
- The lessee accepts the property on an 'as is' basis;
- The lessee is to maintain perimeter fences at the current standards;
- The Shire will not be liable for any issues arising from fencing and/or agricultural activities;
- The lessee is responsible for managing and minimising any issues associated with livestock welfare, fire hazard and compliance with relevant conditions of the annual fire break order;
- Any activities to be agreed by both parties on an 'as needs' basis to respond to any animal welfare, fire hazard reduction, and land quality preservation issues that may arise.

How to submit your Tender:

Each Expression of Interest is to include:

- 1) Interested party's name, address and contact telephone number;
- 2) Include the annual lease price offered (including GST);
- 3) Proposed use of the land (e.g.; cropping and/or grazing); and
- 4) Any other considerations or relevant information.

Tender Grading Criteria:

Community Value Creation	50%
Price	40%
Proposed Property Use and/or Improvements	10%

Expressions of Interest must be received by 4.00pm on Thursday, 27 February 2025, marked ***‘Strictly Confidential – Expression of Interest – 162 Blackwood Road’***, and can be submitted in one of the following ways:

By Mail:

Attn: Chief Executive Officer
Shire of Kojonup
PO Box 163
KOJONUP WA 6395

In person:

Shire Office
93 Albany Highway
Kojonup

Via Email:

council@kojonup.wa.gov.au

The Shire of Kojonup reserves the right to not accept the highest or any Expression of Interest.

Questions?

For further information please contact Tonya Pearce on 9831 2400 or by email gro@kojonup.wa.gov.au.

Attachment: Arial Photograph showing lot 162.



Quotation

SPORTS TURF CONSTRUCTION

T/AS SUBSURFACE WATER MANAGEMENT



To: Shire of Kojonup

Company: Shire Of Kojonup

From: Jeff Atkins

Company: Sports Turf Construction

Total Pages: 1

Date: 4/03/2025

Contact Details: E: jeffa@sportstc.com.au

M: 0475 554 820

Kojonup Hockey Oval Drainage

Shire of Kojonup

Thank you for meeting us onsite Dwayne. Based on our discussions we provide a design and our scope of works for the Supply and Installation as detailed below.

- Mob/Demob
- Supply and Installation of 511lm of 100mm Slotted Pipe
- Supply and installation of 30tonne lawn sand to trenches
- Installation of 35tonne of 5 to 14mm blue metal. (Shire to provide blue metal)
- Shire to mark all services, power, reticulation etc.
- No replacement turf for trenches quoted.
- Spoil to be transported to laydown beside Shire Depot.

Total \$19,306.00 exc gst

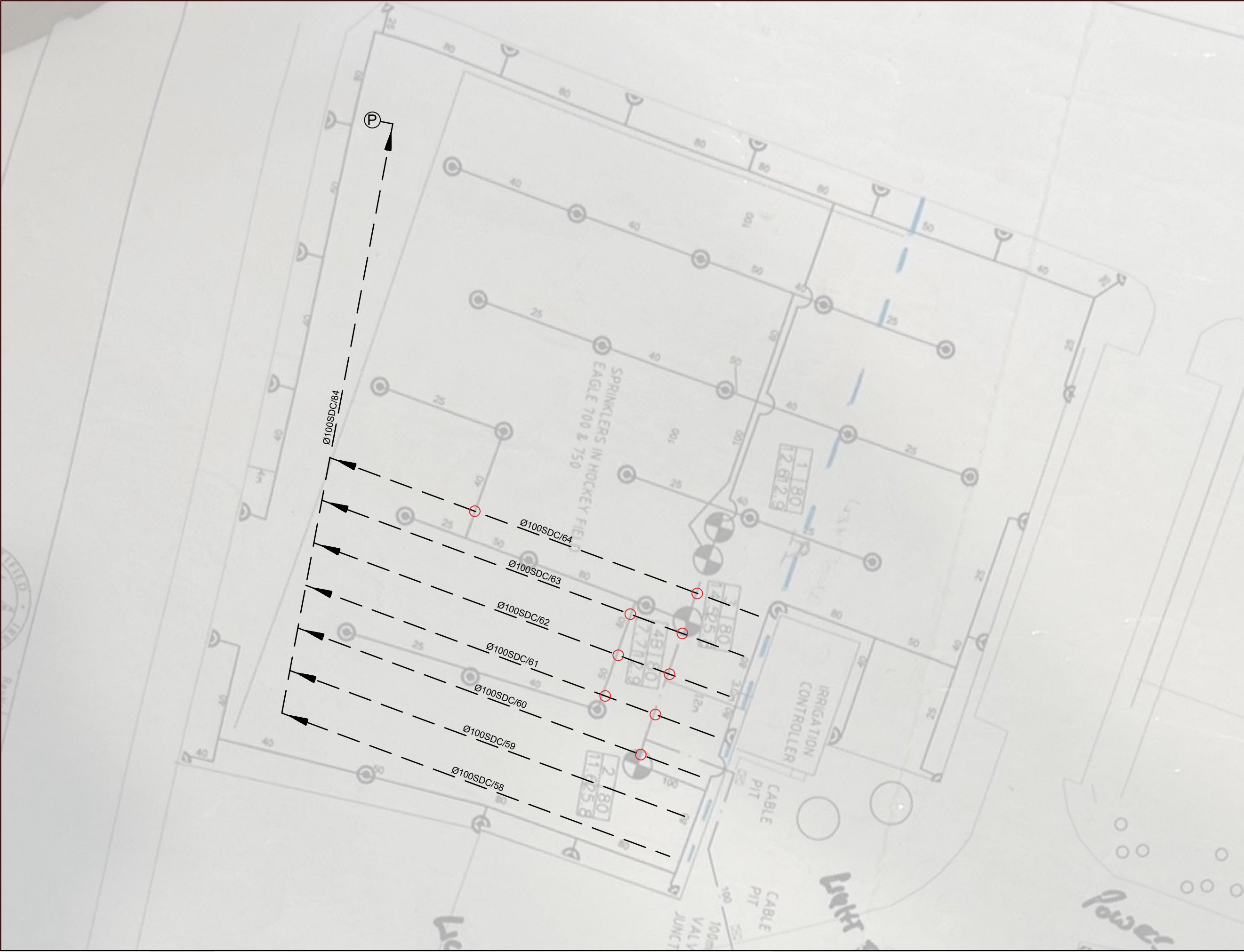
Regards,

Jeff Atkins

Mobile: 0475 554 820

Email: jeffa@sportstc.com.au





LEGEND	
Ø100SDC/40	Ø100MM DRAIN COIL SN8 CL400 SLOTTED (NO SOCK) / 40 METRES LONG
	DIRECTION OF FLOW
	DRAINAGE PIT EXISTING
	IRRIGATION PIPE CROSSING

- NOTES:
1. ALL DIMENSIONS IN METERS UNLESS OTHERWISE NOTED.
 2. ALL WORKS AND MATERIALS SHALL CONFORM TO THE RELEVANT AUSTRALIAN STANDARD THAT APPLIES TO SUCH WORKS AND MATERIALS SPECIFIED.
 3. ALL DRAIN PIPE TO BE MINIMUM CLASS SN8.
 4. ALL PIPES, FITTINGS AND ACCESSORIES SHALL BE POLYPROPYLENE (PP) OR POLYVINYL CHLORIDE (PVC).
 5. ANY DISCREPANCIES FOUND ON THE DRAWINGS SHALL BE NOTIFIED TO THE SUPERINTENDENT IMMEDIATELY AND BE RESOLVED PRIOR TO WORKS CONTINUING.
 6. DRAINCOIL TO BE INSTALLED USING LASER GRADE TO A MINIMUM OF 1 IN 500.
 7. TRENCH SPOILS TO BE STOCKPILED ON SITE AS DIRECTED BY THE PRINCIPAL.
 8. AGGREGATE TO BE 5 - 7MM BASALT OR LIMESTONE TO 150MM BELOW FINISHED GRADE WITH SITE SOIL BACKFILL TO SURFACE.



NewGround



Copyright to this drawing is reserved by South West Irrigation Management Solutions. The drawing is diagrammatic and must be applied to the circumstances as found on site.		REV	DATE	DESCRIPTION	DWN	CKD	REV	DATE	DESCRIPTION	DWN	CKD		KOJANUP HOCKEY OVAL SUB SOIL DRAINAGE GENERAL LAYOUT		DRAWN BY : K. CLIVELY	SCALE : 1:500 @ A3
		A	27/02/2025	ISSUE FOR APPROVAL	KC	JA									APPROVED BY : J. ATKINS	DATE : 27/02/2025
																DESIGN NO. : KOJ-001
																SHEET NO. : 1 OF 1

6. Sub Soil Drainage

6.1. Pipes

Pipes shall be:

- DN100 and DN200 slotted pipe made from polypropylene of stiffness grade SN8 and Class 400 complying with AS 2439.1, without a geotextile filter sock.
- DN100 and DN200 unslotted pipe made from polypropylene of stiffness grade SN8 and Class 400 complying with AS 2439.1.
(Vinidex Draincoil pipes are a suitable product range for the above applications.)
- DN225 SCJ Stormwater pipe with a stiffness grade of SN8 complying with AS1260:2017

Alternative pipe product ranges will be allowed if they are equivalent in function, quality etc. to the approval of the Principal.

Joints, couplings, elbows, tees, and caps shall comply with AS2439.1 and only the manufacturer's recommended fittings shall be used.

6.2. Envelope Material (Aggregate) - Slotted Pipe

The envelope material shall consist of 5-7mm washed granite (blue metal). The material shall be sourced from a reputable supplier and shall be free of any vegetation, debris, rubbish, and clay.

The Contractor shall provide to the Superintendent a Particle Size Distribution (PSD) and a sample of the proposed material for approval prior to importing to site.

6.3. Imported Material General Requirements – Unslotted Pipe

All imported material supplied by the Contractor shall not contain any of the following:

- material susceptible to volume change, including marine mud, soil with a liquid limit exceeding 65% or a plasticity index exceeding 25%.
- clay and collapsible soils.
- peat, vegetation, timber, organic, soluble, or perishable material.
- dangerous or toxic material or material susceptible to combustion.
- metal, rubber, plastic, or synthetic material.

- diseased vegetation (including dieback), seeds or weeds.

6.4. Geotextile Filter Sock

Geotextile filter sock shall NOT be used in these works.

6.5. Installation

6.5.1. Set Out

The Contractor shall set out new drainage works in accordance with the Drawings and set out information provided.

The alignment and inspection locations shall be clearly marked out and approved by the Project Superintendent prior to trenching commencing.

6.5.2. Design Changes

Design changes must be approved by the Project Superintendent in writing.

6.5.3. Pipework General

All pipe installation work shall be in accordance with the manufacturer's instructions and AS/NZS 3500:2003 Plumbing and Drainage.

All jointing shall be in accordance with the manufacturer's instructions.

All pipes and fittings supplied shall be new and free from cracks, chips, dents, deformities, and all other defects.

The nominal diameter of all pipes and fittings shall be in accordance with the drawings.

Handling, transporting and storage shall be in accordance with the manufacturer's recommendations.

Trenches shall be excavated to the line, level and grade indicated in the drawings.

The trench depth in relation to the invert of the pipe shall be sufficient to allow for bedding or envelope material.

6.5.4. Pipework Slotted

The minimum thickness of envelope material under and around pipes shall be in accordance with the Drawings and shall consist of 5mm washed granite.

All pipe laying shall commence from the downstream end. Care shall be taken to ensure that the joints are free from dirt or other obstructions.

Lawn sand shall be installed to fill the remainder of the trench flush with the existing surface.

Prior to the placement of lawn sand, the Contractor shall survey the installed pipe work.

New turf to be installed and compacted within 24 hours of harvest.

6.5.5. Pipework Unslotted

The minimum thickness of clean fill sand under and around pipes shall be in accordance with the Drawings.

All pipe laying shall commence from the downstream end. Care shall be taken to ensure that the joints are free from dirt or other obstructions.

Lawn sand shall be installed to fill the remainder of the trench flush with the existing surface.

Prior to the placement of lawn sand, the Contractor shall survey the installed pipe work.

New turf to be installed and compacted within 24 hours of harvest.

6.5.6. Excavated Material

All excavated material shall be disposed of offsite by the Contractor.

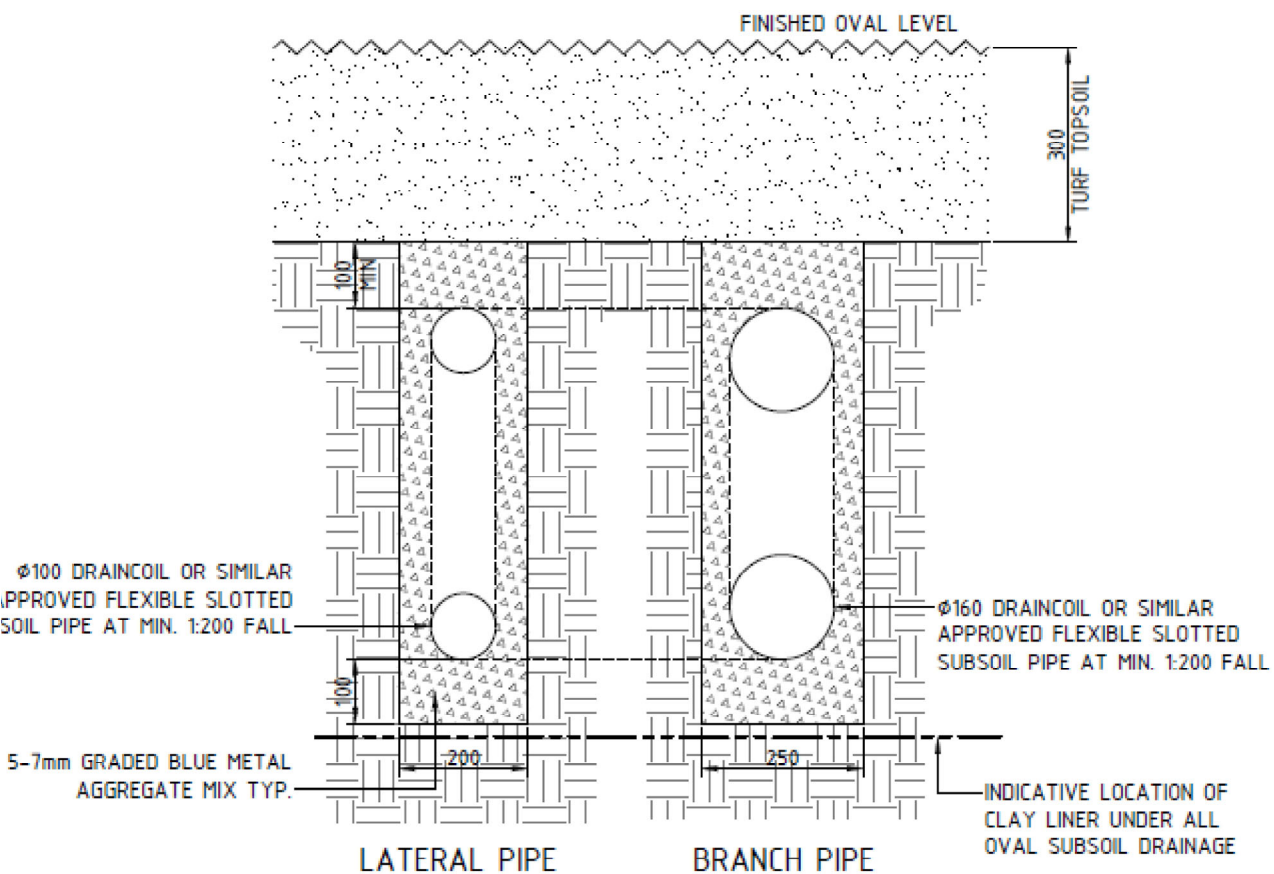
The Contractor shall indicate to the Superintendent where any excavated pavement material, spoil, oversized or unsuitable material will be disposed of offsite.

6.5.7. On-Site Stockpiles

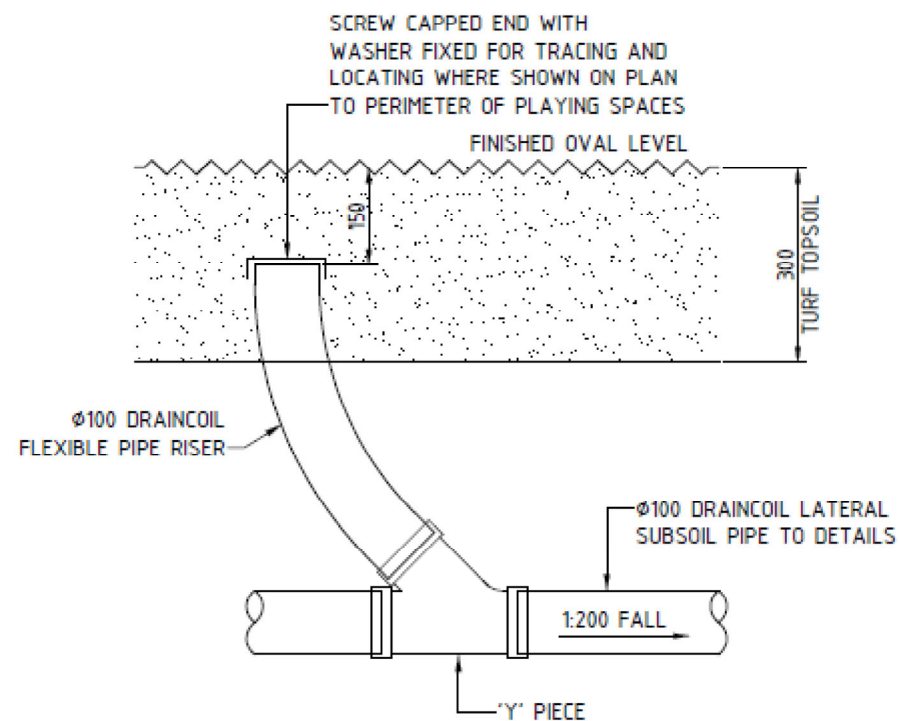
The Contractor shall store only sufficient materials on-site as are necessary to allow timely and efficient progress of the work and shall locate stockpiles of excavated or imported material where they cause no interference to the public, drainage system or vehicular or pedestrian traffic.

Stockpiled material shall not:

- a. obstruct clear lines of sight for drivers.
- b. come into contact with structures, fences, trees, or other property.
- c. be positioned under overhead electrical conductors.



OVAL SUBSOIL DRAIN TRENCH DETAILS



OVAL SUBSOIL DRAIN FLUSHING POINT

SCALE 1 : 10

SHIRE OF KOJONUP



Audit & Risk Committee

Minutes

5 February 2025

TERMS OF REFERENCE

AUDIT & RISK COMMITTEE

Established under Section 7.1 of the *Local Government Act 1995 (Act)* - every local government must have an Audit and Risk Committee (ARC).

Terms of Reference

ARC is responsible for assisting and independently advising Council in recommending appropriate actions and controls with regards to audit, risk oversight, governance, finances and systems of internal control.

Its role is to provide oversight related to significant risk exposures and control issues, including fraud risks, governance issues and other matters as necessary or requested by the CEO or Council. This is to ensure the Shire's activities are fully compliant with legislation, regulations, accounting and reporting Standards and that the Shire is executing its responsibility to the community in efficiently utilising their assets.

The ARC is not responsible for the executive management of these functions. The ARC will engage with management in a constructive and professional manner in discharging its advisory responsibilities and formulating its advice to Council.

Duties and Responsibilities:

Members of the ARC are expected to observe the legal and regulatory obligations of the Local Government.

Committee members must not use or disclose information obtained through the ARC except in meeting the ARC's responsibilities, or unless expressly agreed by the President of the Shire.

Committee Members must adhere to the Code of Conduct for Council Members, Committee Members and Candidates and demonstrate behaviour which reflects the Shire's desired culture.

ARC Members are expected to:

1. act in the best interests of the Shire as a whole;
2. apply good analytical skills, objectivity and good judgement;
3. express opinions constructively and openly, raise issues that relate to the ARC's responsibilities and pursue lines of enquiry in relation to the "Risk Controls" the Shire has in place;
4. contribute the time required to meet their responsibilities; and
5. exercise due care, diligence and skill when performing their duties.

Member Duties/Responsibilities:

- Oversee the Shire's risk management, through:
 - a) Biennial review of the Shire's Risk Management Policy;
 - b) Recommending and reviewing the Shire's Risk Appetite Statement in order to recommend the organisation's Risk Tolerance to the Council;
 - c) Reviewing reports on the movement of the Shire's current strategic risks, and the emergence of new strategic risks;
 - d) Overseeing strategic risks which sit outside of the Shire's Risk Appetite ; and
 - e) 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;
- Overseeing the Shire's processes for managing fraud and corruption, by:
 - a) Performing oversight responsibilities and advising Council;

- b) Enquiring with the CEO and the Office of the Auditor General (OAG) about whether they are aware of any actual, suspected, or alleged fraud or corruption affecting the Shire; and
- c) Reviewing summary reports from the CEO on communication from external parties including regulators that indicate problems in the internal control system or inappropriate management actions.
- Overseeing the Shire's financial management and legislative compliance, by:
 - a) Reviewing the Shire's annual Compliance Audit Return and reporting the results of that review to Council, in accordance with the Local Government (Audit) Regulations 1996;
 - b) Receiving and reviewing reports from the CEO regarding the appropriateness and effectiveness of the Shire's legislative compliance and ensuring any non-compliances are rectified on a timely basis;
 - c) Considering and recommending adoption of the annual financial report to Council;
 - d) 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; and
 - e) Consider and recommend adoption of the Annual Financial Report to the Council;
- Overseeing the internal audit function, by:
 - a) Assessing and making a recommendation to Council on an Internal Audit Plan to ensure that it comprehensively covers material business risks that may threaten the achievement of strategic objectives and which identifies key risks and control mechanisms;
 - b) Reviewing the quality and timeliness of internal audit reports;
 - c) Monitoring the implementation of internal audit recommendations; and
 - d) Considering the implications of internal audit findings on the organisation, its risks, and controls.
- Fulfilling responsibilities pertaining to external audit, by:
 - a) Reviewing reports from the OAG, including auditor's reports, closing reports and management letters;
 - b) Reviewing management's response to OAG findings and recommendations;
 - c) Monitoring the implementation of recommendations from external audits;
 - d) Reviewing results of relevant OAG audit reports and better practice publications for guidance on good practices, including any assessment by the CEO; and
 - e) 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.

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.

Membership

Four (4) Councillors; and
Two (2) Community Members

Supporting Team Members

Manager Financial and Corporate Services
Governance and Rates Officer
Chief Executive Officer or delegated nominee

Meetings

Quarterly for ordinary meetings and as required related to audit functions.

Open to Public: No

Voting: Voting is in accordance with Section 5.21 of the *Act*.

Confidentiality: All Committee members will be required to adhere to the Shire's confidentiality requirements as per the Code of Conduct for Council Members, Committee Members and Candidates.

Conduct of Meetings: ARC Meetings will be held in accordance with the *Act*, subsidiary legislation, and the Shire's Standing Orders.

Committee Sitting Fees and Reimbursements

The Shire is prohibited under Section 5.98-5.99 of the *Act*, and Regulation 30 of the Local Government (Administration) Regulations 1996, to pay a council member a fee for attending the ARC.

Currently, the Shire is prohibited from remunerating independent committee members; however, reimbursement of approved expenses for independent members may be paid to each independent external member in accordance with Section 5.100 of the *Act*.

The rules regarding remuneration for independent committee members are currently under review as part of the Local Government Reforms (2023). These guidelines are subject to any legislation changes.

MINUTES OF AN AUDIT AND RISK COMMITTEE MEETING
HELD ON 5 FEBRUARY 2025

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MINUTES

1 DECLARATION OF OPENING

The Chairman will declare the meeting open at 9.04am and alert the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

1a. Selection of Interim Independent Chairperson

Under recent changes to the *Local Government Act 1995 regulations*, the Shire is now obligated to advertise, and Council select, an independent Chairperson for the ARC.

In the interim, whilst the selection process is underway, it is advised to appoint a community member as the interim independent chair until the role can be filled:

1. Presiding Member to request nominations. **Cathrine Ivey nominated by Cr Mick Mathwin**
2. Committee selects the Chairperson

COMMITTEE RECOMMENDATION/DECISION

AR1 Moved Cr Mathwin

Seconded Cr Mickle

That the Committee declare Cathrine Ivey as the interim independent chair, until the role has been advertised and filled.

CARRIED 5/0

For: Cr Bilney, Cr Mathwin, Cr Mickle, Cr Webb, C. Ivey

3. Presiding Member hands over Chair

2 ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE

MEMBERS

Cr Roger Bilney	Member
Cr Mick Mathwin	Member
Cr Kerry Mickle	Member
Cr Paul Webb	Member
Cathrine Ivey	Community Member (Chairperson)

STAFF (OBSERVERS)

Grant Thompson	Chief Executive Officer
Tonya Pearce	Governance and Rates Officer
Jill Johnson	Manager Financial and Corporate Services

APOLOGIES

Jill Mathwin	Community Member
--------------	------------------

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

Nil

4 **CONFIRMATION OF MINUTES**

Audit & Risk Committee Meeting held 5 November 2024 (Attachment 4.1)

OFFICER RECOMMENDATION/COMMITTEE DECISION

AR2 Moved Cr Bilney

Seconded Cr Mathwin

That the minutes of the Audit & Risk Committee Meeting held on 5 November 2024 be confirmed as a true and accurate record.

CARRIED 5/0

For: Cr Bilney, Cr Mathwin, Cr Mickle, Cr Webb, C. Ivey

5 **BUSINESS ARISING**

- Insurance policies – LGIS property costings are different to the audited financial report. Manager Financial and Corporate Services to follow up.

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 and Risk Committee;
- Management's own recommendations for improvement in key areas.

Jill Johnson – Manager Finance & Corporate Services

Jill Johnson briefed the Committee on how the recent audit performed, from both the Office of Auditor General (OAG) and Lincoln Auditors.

The financials, currently working on the statutory budget review and cashflow to be presented to Council end of February.

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
- Business Continuity Plan Review

3rd Quarter (July – September)

- Committee Status Report
- Interim Audit Report
- Summary of Risk Management
- Insurance Overview

4th 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

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 ISSUES/ACTION STATUS REPORT

Issue / Action #	Issue Description	Actions	Actions Assigned Owner	Due By Date	Category	Priority	Urgency	Action Approved	Risk	Comments/Variance Reporting on progress	Status	Estimated Completion Date	Closed Date	% ACTION COMPLETE
1	Risk Management Framework, Risk Register and Key Organisational Risks Review.	To progress by September 2024	CEO	1/09/2024	Risk Management	HIGH	Must Have - 6 months	YES	HIGH	CEO has commenced internal review as presented in the meeting.	Closed	1/09/2024	1/09/2024	100%
2	The recommendations and observations raised within the Report be reported back to the Audit and Risk Committee for monitoring.	FMR adopted by Council, issues currently being addressed by Manager Financial & Corporate Services	CEO	1/12/2024	Financial Reporting	HIGH	Required before 12 months	YES	HIGH	Ongoing	Closed	1/12/2024	1/12/2024	100%
3	CEO and MFCS to look into feasibility of reduction in insurance premiums if the Shire was to increase insurance excesses	Requested with Insurer, assessing impact, not a straight correlation. MFCS to update ARC at next meeting	MFCS	1/04/2025	Insurance	LOW	Urgent - 2 months	NO	LOW	Commenced, requested status verification from LGIS in writing. Ongoing risk assessment	In Process	1/05/2025		50%
4	Boscabel Hall	MPS – check if people camping in grounds, arrange Boscabel Hall playground check.	MPS	1/01/2025	Asset	VERY HIGH	Urgent - 2 months	YES	HIGH	Referred to Police.	In Process	1/03/2025		85%
5	Volunteers insurance	CEO to research.	CEO	1/04/2025	Insurance	LOW	Urgent - 2 months	NO	LOW	Ongoing assessment of the value proposition versus the risk, discussion with LGIS	In Process	1/05/2024		50%
6	DFES & LGIS Coverage	As a result of unfavourable Yalgoo Media the Shire to determine its asset insurance cover for disaster or minor disaster damage particularly on road damage.	MFCS	30/05/2025	Insurance	HIGH	Urgent - 2 months	YES	HIGH		In Process	30/05/2025		5%
7	WATC Schedule	Provide the Audit Committee with visibility over the WATC Schedule	MFCS	30/05/2025	Financial Reporting	MEDIUM	Must Have - 6 months	YES	LOW		In Process	30/05/2025		5%

10 SUMMARY OF RISK MANAGEMENT

10.1 RISK MANAGEMENT UPDATE

Please refer to the following attachments:

10.1.1 Risk Control Register

- Updated the register to reflect the updated risks and risk ratings.

10.2 WORK HEALTH AND SAFETY

10.2.2 CEO Safety update

- Depot implementing new safety procedures.
- Alcohol and Drug policy to be implemented in March.

UNCONFIRMED

11 OFFICER REPORTS**11.1 ANNUAL FINANCIAL REPORT 2023/2024 AND GENERAL MEETING OF ELECTORS**

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Tuesday, 23 January 2024
FILE NO	FM.AUD.2 & FM.FNR.1
ATTACHMENT(S)	11.1.1 - Annual Financial Report - Shire of Kojonup - 30 June 2024 11.1.2 - Final Management Letter - Shire of Kojonup - 30 June 2024 11.1.3 - Transmittal Letter to CEO - Shire of Kojonup - 30 June 2024 11.1.4 - Opinion - Shire of Kojonup - 30 June 2024

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>“The Cultural Experience Centre of the Great Southern”</i> STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.1 SoK finances and funding 12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to consider the 2023/2024 Audited Annual Financial Report, incorporating the Audit Report and associated correspondence and consider whether to recommend to the Council to adopt the 2023/2024 Audited Reports.

BACKGROUND

Each local government is to prepare an annual financial report 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.

COMMENT

The Audit Report and Annual Financial Report will be considered by the Council at its 25 February 2025 Ordinary Meeting. The Auditor’s Management Letter is provided as additional information to the Committee and Council for transparency and full disclosure. It is suggested that the Audited Annual Financial Report, incorporating the aforementioned documents, be considered by Council at an Ordinary Council Meeting to be called for 3.00pm, Tuesday, 25 February 2025.

The Annual Electors Meeting must be held within 56 days of the Council 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 by 22 April 2025. In previous years, the Annual Electors Meeting has been held in the evening following the Ordinary Council Meeting (OCM). However, as the OCM is in late April it is recommended that the Annual Electors Meeting be held on Wednesday 9 April 2025 at the Kojonup 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 mediums.

FINDINGS IDENTIFIED DURING THE FINAL AUDIT

Index of findings	Potential impact on audit opinion	Rating			Prior year finding
		Significant	Moderate	Minor	
1. Employee related provisions	No	✓			✓
2. Credit card transactions not reported to council	No			✓	
3. Asset register – land & buildings	No		✓		

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 could indicate the need for a modified audit opinion 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 opinion, 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.

Contained within the 2023/2024 Audit Report were matters identified as significant by the Auditor. The matters raised as significant by the Auditor were as follows:

1. *Employee related provisions*

Finding

This issue was first raised in 2023.

From our review of employee long-service leave provisions at 30 June 2024 we noted

provisions balances still exist for 76 employees that are no longer employed by the Shire. The estimated overstatement of the Shire's long service leave provision was \$162,721 at 30 June 2024. Subsequently this finding was corrected in the financial report.

Rating: Significant (2023 Significant)

Implication

Where inaccurate employee data is used to estimate the Shire's employee related provisions, there is an increased risk of material errors occurring in the annual financial report.

Recommendation

The Shire should review the employee data used to develop and recognise employee related provisions and ensure this is current and up to date each year. Adjustments should be recognised to reduce the liability balances for any entitlements paid or where the entitlement is no longer required to be recognised.

Management comment

The Shire will enforce an exit process and checklist when employees leave the Shire to ensure their entitlements are removed from the payroll system. In 2025 the Shire intends to hire a Human Resource Coordinator to coordinate with payroll on exiting the employee from the Shire.

2. Credit card transactions not reported to council

Finding

During our review of the minutes from the Shire Council meetings, we observed that the accounts paid listing presented to the council did not include transactions made using credit cards or purchasing cards. This omission is not in compliance with Section 13A of the Local Government Act (Financial Management) Regulations 1996, which mandates that all accounts paid, including credit card transactions, must be listed. We did not identify any fraudulent transactions in our review of credit card or purchasing card transactions.

Rating: Minor

Implication

The exclusion of credit card and purchasing card transactions constitutes a Non-compliance with the Local Government (financial management) Regulations 1996 requirements and limits visibility into these transactions, increasing the risk of undetected errors, misuse, or fraud.

Recommendation

All corporate credit and purchasing card transactions be submitted to the council for review and approval at the meeting immediately following the payment of these cards. This practice will ensure compliance with the Local Government Financial Management Regulations and enhance transparency and accountability to both the council and the public.

Management comment

The Shire recognises that more information is required to be reported and will improve the reporting process to include the data in the agenda report for Council at the same time the monthly payment listings are provided.

3. Asset register – land & buildings

Finding

During our review asset records and the asset register we noted the following:

- *We were unable to identify or locate the following properties in order to confirm ownership via Landgate online enquiry:*
 - *LB0097 – Harper Road – Townsite (\$38,000)*
 - *LB0236 – Lot 19 Bowler Place – Townsite (\$14,000).*
- *The following properties are included in the Shire's asset register, but are not owned by the Shire:*
 - *LB0221 – 33 Newstead Road – Townsite (\$35,000)*
 - *LB0235 – Lot 107A Albany Highway - Townsite (\$500).*
- *Land additions totalling \$10,661 that were included in the general ledger were not reflected in the additions to the asset register.*

The lots identified above have been reported as uncorrected errors in the management representation letter and should be subject to further review & adjustment if required in 2024- 25.

Rating: *Moderate*

Implication

Asset transactions that are not recorded correctly or in a timely manner can result in the misstatement of asset values in the financial report.

Recommendation

Management should ensure that asset records and registers are regularly reviewed and movements during the period have been appropriately reflected on the registers. Where assets that are not owned by the Shire are identified, they should be removed from the asset register using the appropriate accounting treatment. We also recommend that adequate detail be included for all assets in order to enable these assets to be identified easily.

Management comment

The Shire will implement a verification process of ownership. Once ownership determined the Shire will either remove them from the asset register or confirm Shire ownership. Secondary the Shire will implement a review process for the asset register to verify the Shires assets at least once per financial year or as required when assets are purchased or disposed of.

Greater detail of all findings can be read in the management letter and correspondence attached.

CONSULTATION

Auditors – Lincolns Accountants Albany
The Office of the Auditor General
Manager Financial and Corporate Services

STATUTORY REQUIREMENTS

Section 5.26 to 5.33; 5.53 & 5.54 of the *Local Government Act 1995*
Section 7.12A (Duties of local government with respect to audits) of the *Local Government Act 1995*
Regulation 50(1) (c) of the Local Government (Financial Management) Regulations 1996

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 2024. 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

Absolute Majority

OFFICER RECOMMENDATION/COMMITTEE DECISION

AR3 Moved Cr Mickle

Seconded Cr Mathwin

That the Audit & Risk Committee present the 2023/24 Audited Annual Financial Report to the Council and recommend to Council that:

1. The 2023/2024 Audited Annual Financial Report, and accompanying correspondence, be adopted;
2. The Chief Executive Officer be requested to forward a copy of this Audit Committee recommendation, and the Council agenda item, to the Minister for Local Government and place them on the Shire of Kojonup website in accordance with Section 7.12A (Duties of local government with respect to audits) of the *Local Government Act 1995*;
3. The matters raised in the Auditor's Management Letter be noted, a report produced internally on how the significant items will be addressed, and those actions be included in the Committee Status Report of future Audit and Risk Committee agendas; and
4. The Council direct the Chief Executive Officer to complete the Annual Report compilation and:

- present the finalized 'Electors Annual Report' for consideration to the March Ordinary Council Meeting held at 3.00pm, Tuesday, 25 March 2025; and
- schedule an Annual Electors Meeting to be held at 6.00pm, Wednesday, 9 April 2025 at the Kojonup Sporting Complex.

CARRIED 5/0

For: Cr Bilney, Cr Mathwin, Cr Mickle, Cr Webb, C. Ivey

Jill Johnson left the meeting 10.34am

UNCONFIRMED

11.2 COMPLIANCE AUDIT RETURN 2024

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 20 January 2025
FILE NO	CM.REP.1
ATTACHMENT(S)	11.2.1 - Compliance Audit Return 2024

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for the Audit and Risk Committee to consider, and recommend to Council, the adoption of the Compliance Audit Return for 2024.

BACKGROUND

Completion of the Compliance Audit Return (CAR) is mandatory for each local government. Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* require a local government to carry out a compliance audit for each calendar year. A local government’s Audit and Risk Committee must review the CAR and report same to Council to adopt after which a certified copy, together with a copy of the section of Council minutes adopting the CAR plus any other relevant information, must be submitted to the Department of Local Government, Sport and Cultural Industries (Department) by 31 March each year.

Items of note for the Committee in the previous 2023 CAR included the following:

- all relevant persons to have lodged an annual return by 31 August annually;
- delayed receipt of the Shire’s Audit Report;
- the need to complete a report on the training completed by Council members in the 2022/2023 year, by 31 July 2023; and
- the need for Council to adopt and publish a policy dealing with attendance of Council members and the Chief Executive Officer (CEO) at events.

It should be noted that all of the above matters were dealt with accordingly. A policy dealing with Councillor and CEO attendance at events was adopted by Council at its 12 December 2023 Ordinary Meeting (CM 141/23).

COMMENT

The 2024 CAR has been completed following a review of processes and documentation for each activity/area in which compliance is being assessed against the *Local Government Act 1995* and its associated regulations.

There are three items of Non-Conformance for the Audit Committees consideration in the 2024 CAR:

Question #	Section of the Act	Question	Response	Comment
Optional Questions # 8	s6.4(3)	By 30 September 2024, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2024?	No	However, an Exemption was applied for, supported by the auditors, and extension granted to 31/10/2024
Finance Questions # 5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	Yes/No	Significant item actions were completed and letter outlining remedies sent to Auditors and OAG, but inadvertently not sent to the Minister. The Shire will rectify this in the coming audit outcomes.
Finance Questions # 6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website?	No	Significant item actions were completed and letter outlining remedies was sent to Auditors and OAG, but inadvertently not sent to the Minister. The Shire will rectify this in the coming audit outcomes.

This item is for the Audit and Risk Committee's consideration and recommendation to the Council for adoption and subsequent submission to the Department by 31 March 2025.

CONSULTATION

Chief Executive Officer
Governance and Rates Officer

STATUTORY REQUIREMENTS

14. *Compliance audits by local governments*

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —

- (a) presented to the council at a meeting of the council; and
- (b) adopted by the council; and
- (c) recorded in the minutes of the meeting at which it is adopted.

[Regulation 14 inserted: Gazette 23 Apr 1999 p. 1724-5; amended: Gazette 30 Dec 2011 p. 5580-1.]

15. Certified copy of compliance audit return and other documents to be given to Departmental CEO

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —

- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
- (b) any additional information explaining or qualifying the compliance audit,

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

(2) In this regulation —

certified in relation to a compliance audit return means signed by —

- (a) the mayor or president; and
- (b) the CEO.

[Regulation 15 inserted: Gazette 23 Apr 1999 p. 1725; amended: Gazette 26 Jun 2018 p. 2386.]

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 Requirements (Statutory/Regulatory)	Failure to correctly identify, interpret, assess, respond and communicate	Compliance Audit Report	Internal and External Layered Audits Process Reviews

	laws and regulations as a result of an inadequate compliance framework.		
Risk rating – High Control Rating - Adequate			
IMPLICATIONS			
Maximising compliance with legislation mitigates risk of damage to image and reputation as well as penalties associated with non-compliance; compliance demonstrates good practice methodology is in place.			

ASSET MANAGEMENT IMPLICATIONS

Nil

GREAT SOUTHERN ALLIANCE (FORMERLY VROC) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COMMITTEE DECISION

AR4 Moved Cr Bilney

Seconded Cr Mickle

That the Audit and Risk Committee recommend to Council that:

- i. a certified copy of the Compliance Audit Return for 2024, as attached, and
- ii. the relevant section of the Council minutes, and
- iii. any additional information explaining or qualifying the compliance audit, be adopted and submitted to the Departmental CEO by 31 March 2025.

CARRIED 5/0

For: Cr Bilney, Cr Mathwin, Cr Mickle, Cr Webb, C. Ivey

11.3 REVIEW OF VOLUNTEER HANDBOOK

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Tuesday, 21 February 2025
FILE NO	CM.POL.1
ATTACHMENT(S)	11.3.1 - Volunteer Handbook –2025 Review showing changes

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to review the Shire of Kojonup’s (Shire) Volunteer Handbook.

BACKGROUND

The Shire’s Volunteer Management Handbook (Handbook) was originally produced in 2016 in line with Council’s adoption of its Volunteer Management Policy (Policy 2.3.8). Significant changes were made in November 2018 to form a less cumbersome and more user friendly Handbook and further reviews have been undertaken on an annual basis.

With the exception of volunteer firefighters who are recognised and supported via the Bush Fire Advisory Committee and relevant legislation, the Handbook represents a detailed point of reference for other Shire volunteers, provides guidance to managers overseeing volunteer programs and recognises volunteers as an integral part of our organisation. The provision of a Handbook for volunteers is also in keeping with Work Health and Safety best practice principles, working to protect the employer and the volunteer.

The Shire has many different activities that volunteers engage in (mainly at the Kodja Place precinct, the Kojonup Library and as Friends of Myrtle Benn) working alongside staff to deliver and enhance services and initiatives offered by the Shire. Without the support and contribution provided by volunteers, some of these services and initiatives would be difficult to sustain into the future.

COMMENT

The main suggested updates as of this review are to remove references to Springhaven Lodge as a place to volunteer for the Shire, as this is now directly through Hall and Prior (attachment 11.3.1).

CONSULTATION

Chief Executive Officer
Governance and Rates Officer

STATUTORY REQUIREMENTS

Section 5.40 (e) of the *Local Government Act 1995*

5.40. Principles affecting employment by local governments

The following principles apply to a local government in respect of its employees –

(e) employees are to be provided with safe and healthy working conditions in accordance with the Work Health and Safety Act 2020;

Division 4, Subdivision 1 - 4. - *Work Health and Safety Act 2020 (replacing OSH Act 1984) - Definitions –*

***volunteer** means a person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses);*

Section 7. Meaning of worker

(1) A person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as –

(h) a volunteer;

POLICY IMPLICATIONS

Policy 2.3.8 – Volunteer Management

FINANCIAL IMPLICATIONS

In addition to the social and community benefits associated with volunteering, the value adding that occurs without incurring wage expenses contributes to the ongoing provision of services and initiatives that otherwise may not happen.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
5 - Employment Practices	Failure to effectively manage and lead human resources (full-time, part-time, casuals, temporary and volunteers). Inadequate induction practices.	Induction process	Nil
14 - Safety and Security	Inadequate policy, frameworks, systems and structure to prevent the injury of visitors, staff, volunteers, contractors and/or	Contractor/Staff/Volunteer site inductions	Nil

	tenants.		
Risk rating – Adequate/Adequate			
IMPLICATIONS			
A Volunteer Handbook ensures that the Shire’s volunteers, and their managers, are provided with the necessary information to ensure duties are undertaken in a safe manner and volunteers are informed of their rights and obligations.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COMMITTEE DECISION

AR5 Moved Cr Mickle

Seconded Cr Bilney

That the revised Volunteer Handbook 2025, as attached, be adopted.

CARRIED 5/0

For: Cr Bilney, Cr Mathwin, Cr Mickle, Cr Webb, C. Ivey

12 CEO UPDATES

- 12.1 Myrtle Benn Reserve Update
- 12.2 Contracts, Leases and Agreements Register Update
 - Register has now been updated.
- 12.3 Thornbury Close Development
 - Further discussion to come back to Council and there will be a Development Application soon.
- 12.4 Great Southern Housing Strategy 2025
- 12.5 Regional Aged Accommodation Program (RAAP) Grant Acquittal
 - Update on procedure for the outstanding grant acquittal

13 OTHER ITEMS FOR DISCUSSION OR FURTHER RESEARCH AS RAISED BY MEMBERS

Additional Audit and Risk Committee Meeting to be held Thursday, 6 March 2025 at 9.00am

14 NEXT MEETING

The next meeting of the Audit and Risk Committee is scheduled to be held Wednesday, 7 May 2025 at 9:00am.

15 CLOSURE

There being no further business to discuss, the Chairperson thanked members for their attendance and declared the meeting closed at 11.58am.

ATTACHMENTS (SEPARATE)

4.1 - Unconfirmed Audit & Risk Committee Minutes 5 November 2024

10.1.1 - Risk Control Register

11.1.1 - Annual Financial Report - Shire of Kojonup - 30 June 2024

11.1.2 - Final Management Letter - Shire of Kojonup - 30 June 2024

11.1.3 - Transmittal Letter to CEO - Shire of Kojonup - 30 June 2024

11.1.4 - Opinion - Shire of Kojonup - 30 June 2024

11.2.1 - Compliance Audit Return 2024

11.3.1 - Volunteer Handbook –2025 Review showing changes

12.2 - Contracts Leases and Agreements Register

UNCONFIRMED

SHIRE OF KOJONUP

Kojonup



Roads and Technical Support Advisory Committee

Minutes

13 February 2025

TERMS OF REFERENCE

ROADS AND TECHNICAL SERVICES ADVISORY COMMITTEE (RTSAC)

Terms of Reference

To oversee and make recommendation to the Council on all matters pertaining to the long term planning of civil and technical services to assets and roads, and on all matters concerning the capital upgrades and to the maintenance of those assets. This includes roads and all civil or technical works.

RTSAC is not responsible for the operational and executive management of Works and/or Technical Services as per the *Local Government Act 1995*. The RTSAC will engage with the Chief Executive Officer (CEO), Manager Works and Services, and/or Manager Financial and Corporate Services in a constructive and professional manner in order to discharge its advisory responsibilities and formulate its advice to Council.

Duties and Responsibilities:

Members of RTSAC are expected to observe the legal and regulatory obligations of local government.

RTSAC members must not use or disclose information obtained through the RTSAC except in meeting the RTSAC's responsibilities, or unless expressly agreed by the President of the Shire.

RTSAC Members must adhere to the Code of Conduct for Council Members, Committee Members and Candidates, and demonstrate behaviour which reflects the Shire of Kojonup's (Shire) desired culture.

Members are expected to:

1. act in the best interests of the Shire as a whole;
2. apply good analytical skills, objectivity and good judgment ;
3. express opinions constructively and openly, raise issues that relate to the RTSAC's responsibilities and pursue lines of enquiry in relation to Roads and Technical Services; and
4. exercise due care, diligence and skill when performing their duties.

Members Duties and responsibilities:

1. Oversee the Shire's Road and Technical Management Strategies and Plans, through:
 - a) Advising Council on Works & Services long term plans for civil works in the Shire;
 - b) Receiving the 10 year Plant & Equipment Plan, the 10 year Road Capital and Maintenance Plan and recommending adoption to Council;
 - c) Overseeing the inputs and specifications required for future road and depot projects across the Shire;
 - d) Reviewing reports on the level of the Shire's current road funding risks, and the emergence of road and technical services strategic risks; and
 - e) Monitor and receive performance reports concerning the performance of tenders and contractor works, specifications and the effectiveness of the Shire's Road & Technical Services Management Framework.
2. Discuss and recommend naming frameworks for roads.
3. Oversee the Shire's financial management of road contracts, by:
 - a) Reviewing the Shire's road and technical services actual financials against the long term plans including reviewing benchmarks for performance;
 - b) Receiving and reviewing reports from the CEO and Manager Works & Services regarding the appropriateness and effectiveness of the Shire's Road and Technical Services Management Framework and ensuring any non-compliances are rectified on a timely basis; and
 - c) Consider and recommend the adoption of the Roads & Technical Services Annual Operating

Plans & Budget to the Council.

Membership

Three (3) Councillors; and

Two (2) Proxy Delegates (Councillors)

Supporting Team Members

Manager Works and Infrastructure

Chief Executive Officer or delegated nominee

Manager Financial and Corporate Services

Governance and Rates Officer

Meetings

Quarterly for meetings and as required related to Council requests for information on roads and technical services.

Open to Public: No, Internal Committee

Voting: Voting is in accordance with Section 5.21 of the *Local Government Act 1995 (Act)*.

Confidentiality: All Committee members will be required to adhere to the Shire's confidentiality requirements as per the Code of Conduct for Council Members, Committee Members and Candidates.

Conduct of Meetings: RTSAC meetings will be held in accordance with the *Act*, subsidiary legislation, and the Shire of Kojonup Local Government (Council Meetings) Local Law 2020.

ROADS AND TECHNICAL SUPPORT ADVISORY COMMITTEE

MINUTES

1. DECLARATION OF OPENING

The Chairperson declared the meeting open at 9.14am.

2. ATTENDANCE & APOLOGIES

Members

Cr Ned Radford	Member (Chair)
Cr Alan Egerton-Warburton	Member

Staff (Observers)

Grant Thompson	Chief Executive Officer (CEO)
Tonya Pearce	Governance and Rates Officer
Darryn Watkins	Manager Works and Infrastructure

Apologies

Cr Paul Webb	Member
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3. CONFIRMATION OF MINUTES

NA

4. BUSINESS ARISING

NA

5. STATUS REPORT

- a. Current Road Projects Status Report – MWI, Darryn Watkins
 - Shamrock Rd Carry Over
 - Shamrock Rd bitumen reseal
 - Kojonup Darkan Rd bitumen reseal
 - Kojonup-Frankland Rd bitumen reseal
 - Tambellup West Rd bitumen reseal
 - Broomehill Rd stabilisation and bitumen reseal
 - Blackspot Kojonup Darkan Rd additional signage to be installed
 - Reillys Creek Rd Gravel re-sheeting
 - Tone Rd stabilisation and bitumen reseal
 - Mission Rd floodway repairs
 - Wanwindup South Rd culvert repair
 - Qualeup South Rd stabilisation and reseal
 - Spring St asphalt overlay discussion
 - Soldier Rd asphalt overlay discussion
 - Newton St discussion

Water from Soldier Rd usually travels down Spring St, with further works to both streets, this could be stopped.

Spring St could potentially be done in two zones, Albany Hwy to Pensioner Rd and then Pensioner Rd to Soldier Rd.

- b. Current Request for Quotes/Tenders updates
 - Bitumen resealing via WALGA Equotes and others
 - Stabilisation works
 - Shoulder Master works
 - Aggregate supply

Shire is starting to buy smarter

Will look to do expressions of interest for gravel supply in the near future

6. GENERAL BUSINESS

- a. 10 yr Plant Replacement Program – Update
 - MWI presented an overview of the 10 year plant replacement program.
 - Drain cleaner has gone unused, committee to consider selling the asset in the next budget
 - Expression of interest went out for a new automated and secure fuel system
- b. 10 Year Road Capex Program – Discussion
 - MWI presented on the 10 Year Road Program
 - Cars and Utes are usually with local government for 3yrs or 150,000km
 - Trade the Equinox for a Utility, justification required before any decisions.
 - Heavy vehicles - for the minimal hours used on the roller, the shire could hire for a lesser cost. MWI to analyse and report back to Council.
- c. 26-27 Road Capex Projects – Discussion.
 - MWI presented on the 26-27 Road Program.
- d. MWI presented on the conditions for use of Roads to Recovery (RTR) funds as Council co-contribution to Regional Road Group (RRG) projects – Discussion.
- e. Road Specification - Discussion
 - Tree pruning – the shire has permits for clearing vegetation on the verges for vegetation that is in early growth stages, if the re-growth is older than 10 years old, the shire needs to reapply for the permits to manage verges.
 - Mechanical solution and processes in the Shire are not necessarily best practice, in this current environment, and requires a review of requirements and a process overhaul.
 - Mulchers throw a lot of debris around into neighboring properties causing increased fire fuel loads. In the short term, the shire team and mulcher will be fully utilised until MWI can review and plan a solution for best practice implementation to be utilized.
 - A spraying program is under review by MWI to be put in place reducing suckers from regrowing along road verges.

7. OTHER ITEMS FOR DISCUSSION OR FURTHER RESEARCH

- Analysis on vehicle usage – net value of owning vs leasing. MWI to analyse and report back.
 - MWI discussed with Council the number of projects versus scale of projects. The correlation between doing a lesser number of projects but on a larger scale should be analysed.
- Committee to consider and provide initial feedback and questions to the presentation.

8. NEXT MEETING

The next meeting of the Roads and Technical Support Advisory Committee is scheduled to be held 15 May 2025.

9. CLOSURE

There being no further business to discuss, the Chairperson thanked members for their attendance and declared the meeting closed at 10.47am.

ATTACHMENTS (SEPARATE)

Project Report MWI Feb 25
RFQ Kojonup- Cement Stabilisation Works 24-25
RFQ-Bitumous_Surfacing_Kojonup_2024
Plant replacement program 25-26 rev 1 (version 1)
24-25 Capex Procurement Update
2024-25 Plant Capex notes
25-26 RRG Projects
Capital Works Program Kojonup 10 Year Program 24-25 Distn
Specification-515-in-situ-stabilisation-of-pavement-materials

SHIRE OF KOJONUP

Kojonup



MINUTES

**Kojonup Bush Fire Advisory
Committee**

12 February 2025

BUSHFIRE ADVISORY COMMITTEE TERMS OF REFERENCE

Established under *Section 67 of the Bush Fires Act 1954*.

Terms of Reference

The Bush Fire Advisory Committee is established for the purpose of:

- a) Advising the Shire regarding all matters relating to the preventing, controlling and extinguishing of bush fires;
- b) The planning of the layout of firebreaks in the district;
- c) Prosecutions for breaches of this Act;
- d) The formation of bush fire brigades and the grouping thereof under group brigade officers (in accordance with any local laws);
- e) Recommendations on Fire Control Officer positions;
- f) Feedback on the Council's Fire Break Notice;
- g) Specific requirements from each brigade with regard to:
 - Protective Personal Equipment;
 - Equipment and vehicles resources required; and
 - Training Requirements;
- h) The ensuring of cooperation and coordination of Bush Fire Brigades in their efforts and activities; and
- i) Any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.

Other:

- a) The Bush Fire Advisory Committee shall include an elected member of the Council;
- b) The committee shall elect one of their members to be chairman;
- c) The quorum required for the transaction of business at meetings of the committee is set at 50%

Membership

Voting Members:

- Councillors x4;
- The President of the Kojonup Bushfire Association
- The Chief Bush Fire Control Officer
- The Deputy Chief Bush Fire Control Officer
- Senior Fire Control Officer (Zulu)
- Senior Fire control Officer (Zulu)
- Secretary of the Kojonup Bushfire Association
- Captain of the Volunteer Fire and Rescue Service

Supporting Team Members

- The Chief Executive Officer (CEO)
- Shire Delegates
- Community Emergency Services Manager
- Department of Fire and Emergency Services Delegate

MINUTES FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING

HELD 12 FEBRUARY 2025

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MINUTES

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Presiding Member declared the meeting open at 07:01 pm and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

2. ATTENDANCE & APOLOGIES

MEMBERS

Digby Stretch	President Kojonup Bush Fire Association
Denise Berryman	Secretary of the Kojonup Bush Fire Association
Matthew Crabb	Kojonup Volunteer Fire and Rescue Service
Tony Fisher	Chief Bush Fire Control Officer
Ross Fryer – Smith	Senior Bush Fire Control Officer
Nick Trethowan	Senior Bush Fire Control Officer
Roger Bilney	Councillor / Chairperson
Ned Radford	Councillor
Mick Mathwin	Councillor
Paul Webb	Councillor

SUPPORTING TEAM MEMBERS

Grant Thompson	Chief Executive Officer
Derek Jones	DFES District Officer
Shane Harris	Community Emergency Services Manager (Minute taker)
Estelle Lottering	Project Manager and Community Services
Du-wayne Lottering	Property Services Manager and NRM
Darryn Watkins	Manager Works and Services

APOLOGIES

Ben Blewett	Senior Bush Fire Control Officer
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OBSERVERS

Stuart Tohl	Ryansbrook Brigade
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3. **SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

4. **PUBLIC QUESTION TIME**

Nil

5. **APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

6. **CONFIRMATION OF MINUTES**

Minutes of the Bushfire Advisory Committee Meeting held on 8 May 2024 were previously circulated under separate cover.

COMMITTEE DECISION

That the minutes of the Bushfire Advisory Committee Meeting held 6 November 2024 be confirmed as a true record.

Moved by Matthew Crabb and second by Nick Trethowan.

Carried 10/0

7. **ANNOUNCEMENTS** by the Chief Executive Officer

Shire of Kojonup Bushfire Action Register Introduction.

To be completed and followed up at each Bush Fire Advisory Committee Meeting.

8. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

Nil

9. **DECLARATIONS OF INTEREST**

Nil

Shire of Kojonup – Bushfire Advisory Committee Meeting – 12 February 2025

10. STATUS REPORTS

1	CESM	Vertex handheld radio's need replacing in certain brigades.	Buy batteries and distribute	6/11/2024	CESM	PM & Regulatory Services	IT, Communication Systems and Infrastructure	HIGH	Urgent - 2 months	YES	MEDIUM	Underway and batteries purchased	Closed	12/02/2025	100%
2	CEO	BFB Volunteer Induction roll out	Create roll out plan	6/11/2024	CESM	PM & Regulatory Services	Failure to Fulfill Compliance Requirements (Statutory, Regulatory)	HIGH	Must Have - 6 months	YES	HIGH	Induction approved, roll out plan to be formed	In Process	1/09/2025	50%
3	Tony Fisher	Road Verge Management requires attention	Plan for Roadside Management	6/11/2024	MWI / MPS	Works & Infrastructure	Environment Management	MEDIUM	Must Have - 6 months	YES	HIGH	Requires planning between Property Services and Works & Infrastructure	Not Started	1/09/2025	0%
4	Digby Stretch	Request for the Shire's water tanker to be available when needed.	Prepare the unit for immediate use	6/11/2024	MWI	Works & Infrastructure	Asset Sustainability Practices	MEDIUM	Required before 12 months	YES	MEDIUM	Works & Infrastructure preparing unit for use	In Process	12/02/2025	90%
5	Digby Stretch	Shire to consider adding a 5 metre fire break to standalone power units	create a policy around these units that's going on the farms. Review Fire break notice	6/11/2024	CESM	PM & Regulatory Services	Failure to Fulfill Compliance Requirements (Statutory, Regulatory)	MEDIUM	Must Have - 6 months	NO	MEDIUM	Western power has not cleared around standalone power units, there is no fire break.	Not Started	1/06/2025	5%
6	Matt Crabb	Educate Community members in town of dates for preparation of fire season	Shire to investigate a better advertising mechanism to inform / advise town members about dates for slashing and fire breaks.	6/11/2024	CEO/CESM	PM & Regulatory Services	Engagement practices	MEDIUM	Required before 12 months	YES	MEDIUM	Communication Plan required	Not Started	1/06/2025	0%
7	Mick Mathwin	Investigate the use of DPIRD Weather Stations	Determine what station information can be utilised for Kojonup decision making and then advise whether new stations are required	6/11/2024	CEO/CESM	PM & Regulatory Services	IT, Communication Systems and Infrastructure	MEDIUM	Required before 12 months	NO	LOW	Further discussion on relevance of current assets required by BFAC	In Process	1/04/2025	50%
8	All	Joint Volunteer Service Centre	Investigate the viability of a joint volunteer emergency services centre in Kojonup.	6/11/2024	CEO	Office of the CEO	Asset Sustainability Practices	MEDIUM	Nice to have 24 Months	NO	LOW	first local meeting taken place, now concepts required, land to be identified, each person to take forward to their relevant organisations	In Process	Ongoing	10%
9	Shane Harris	Group Call	Setup Group Call to be used by Zulu's.	12/03/2025	CESM	Office of the CEO		HIGH	Show Stopper - Need it now - 2 weeks			Going through trial period	Closed		100%
10	Tony Fisher	Shire of West Arthur	Ceo's to discuss exemption procedures	12/03/2025	CEO	Office of the CEO		MEDIUM	Required before 12 months		HIGH		Not Started		0%
11	Tony Fisher	Shire of Boyup Brook	Ceo's to discuss policies and criteria for calling Harvest and Vehicle movement ban	12/03/2025	CEO	Office of the CEO		MEDIUM	Required before 12 months		HIGH		Not Started		0%
12	Tony Fisher	Fire Break Order amendments	Prohibiting of factories and plants to proceed operating during HVM Bans	12/03/2025	CESM	Office of the CEO		MEDIUM	Required before 12 months		MEDIUM		Not Started		0%
13	Cr M Mathwin	DPIRD weather stations	Follow up on the optimal use of weather stations and costs	12/03/2025	CESM	Office of the CEO		MEDIUM	Required before 12 months		MEDIUM		Not Started		0%
14	Shane Harris	Kojonup Fuel Load	Follow up on amount of fuel load in Kojonup with photos from different sectors and 4 locations in the Shire	12/03/2025	CESM	Office of the CEO		HIGH	Urgent - 2 months		HIGH		Not Started		0%

2024/2025 Fire Season Update

As of January 2025, the following fires have been reported to the Shire:

Fires by Brigade 2024 - 2025														
Brigade	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total	
Boilup	0	0	0	0	0	0	0	0	0	0	0	0	0	
Boscabel	0	0	0	0	0	0	0	0	0	0	0	0	0	
Changerup	0	0	0	0	0	0	1	0	0	0	0	0	1	
Cherry Tree Pool	0	0	0	0	0	0	0	0	0	0	0	0	0	
Jingalup	0	0	0	1	0	0	0	0	0	0	0	0	1	
Kojonup	0	0	0	1	2	1	0	0	0	0	0	0	4	
Lumeah	0	0	0	0	0	0	0	0	0	0	0	0	0	
Mobrup	0	0	1	0	1	0	2	0	0	0	0	0	4	
Muradup	0	0	0	1	1	1	0	0	0	0	0	0	3	
Orchid Valley	0	0	0	0	0	0	0	0	0	0	0	0	0	
Qualeup	0	0	0	0	0	0	0	0	0	0	0	0	0	
Ryans Brook	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total	0	0	1	3	4	2	3	0	0	0	0	0	13	

This compares with the following data for the previous four years.

Fires by Brigades for 2023 - 2024														
Brigade		July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup		0	0	0	0	0	0	0	0	0	0	0	0	0
Boscabel		0	0	0	0	1	2	2	0	0	0	0	0	5
Changerup		0	0	0	0	1	0	0	0	0	0	0	0	1
Cherry Tree Pool		0	0	0	1	0	1	3	1	0	0	0	0	6
Jingalup		0	0	0	0	0	1	0	0	0	0	0	0	1
Kojonup		0	0	0	1	3	2	6	2	0	3	1	0	18
Lumeah		0	0	0	1	3	0	1	1	0	0	0	0	6
Mobrup		0	0	0	0	1	0	3	0	0	1	0	0	5
Muradup		0	1	0	0	0	0	0	0	0	0	0	0	1
Orchid Valley		0	0	0	0	0	1	3	1	0	0	0	0	5
Qualeup		0	0	0	0	0	0	0	0	1	0	0	0	0
Ryans Brook		0	0	0	0	1	0	0	0	0	0	0	1	2
Total		0	1	0	3	10	7	18	5	1	4	1	1	50

Fires for Brigades 2022 -2023														
Brigade		July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup		0	0	0	0	0	0	0	0	0	0	0	0	0
Boscabel		0	0	0	0	0	0	0	1	0	0	0	0	1
Changerup		0	0	0	0	2	1	0	0	0	0	0	0	3
Cherry Tree Pool		0	0	0	0	0	0	0	1	0	0	0	1	2
Jingalup		0	0	0	0	0	2	1	2	0	2	0	0	7
Kojonup		0	0	0	0	0	2	0	0	0	0	0	0	2
Lumeah		0	0	0	0	0	0	0	2	0	0	0	0	2
Mobrup		0	0	0	0	0	0	0	1	1	0	0	0	2
Muradup		0	0	0	0	0	1	1	0	0	2	0	0	4
Orchid Valley		0	0	0	0	0	0	0	0	0	0	0	0	0
Qualeup		0	0	0	0	0	0	0	1	1	0	0	0	2
Ryans Brook		0	0	0	0	0	0	0	0	0	0	0	0	0
Total		0	0	0	0	2	6	2	8	2	4	0	1	25

Fires for Fire Brigades 2021 - 2022														
Brigade		July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup		0	0	0	0	0	0	0	0	0	0	0	0	0
Boscabel		0	0	0	0	0	0	2	1	0	0	0	0	3
Changerup		0	0	0	0	1	0	0	0	2	1	0	0	4
Cherry Tree Pool		0	0	0	0	0	0	0	0	1	0	0	0	1
Jingalup		0	0	0	0	1	2	2	1	3	0	1	0	10
Kojonup		0	0	0	0	0	1	0	1	0	1	0	0	3
Lumeah		0	0	0	0	0	0	0	0	0	0	0	0	0
Mobrup		0	0	0	0	0	0	0	0	0	1	0	0	1
Muradup		0	0	0	0	0	2	0	1	2	0	0	0	5
Orchid Valley		0	0	0	0	0	0	0	0	2	0	0	0	2
Qualeup		0	0	0	0	0	0	0	0	1	0	0	0	1
Ryans Brook		0	0	0	0	0	0	0	0	0	0	0	0	0
Total		0	0	0	0	2	5	4	4	11	3	1	0	30

Shire of Kojonup – Bushfire Advisory Committee Meeting – 12 February 2025

Fires for 2020 - 2021 by Brigades														
Brigade		July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup														
Boscabel														
Changerup								1		2				
Cherry Tree Pool					1			1			1			
Jingalup							1	4						
Kojonup								5		1				
Lumeah							1	2						
Mobrup											1			
Muradup					2									
Orchid Valley								1	1					
Qualeup							1	1						
Ryans Brook							1	1	1					
Total					3		4	16	2	3	2			

These reported fires provide a vital argument when the Shire requires extra funding or there is a need for extra resources to be allocated to this area. All fires need to be reported to DFES Communications Centre. This allows a record of incidents which can be utilised for resource allocation.

11 GENERAL ITEMS

11.1 CESM – Shane Harris

- Note less fires in this 2024/2025 season than compared to previous season.
- Introduces Group Call from DFES and recommends that Shire of Kojonup Brigades start to use this Group Call. This will be at no cost to the Shire.

COMMITTEE DECISION

The Committee recommends to Council to adopt the DFES Group Call as presented at this meeting.

Moved: Nick Trethowan, Second: Ross Fryer Smith

Carried 10/0

- Harvest Vehicle Movement Bans – Chief Bush Fire officer does not have the power to shut down working plant / factories if they are working between four walls. Request from Chief Bush Fire Officer to implement stronger rules from the Shire of Kojonup side to stop these plant/factories from operating on Harvest Vehicle Movement Ban Days.
- A closer look will take place on the next Fire Break Notice to adjust the language on Harvest Vehicle movement Bans, and a check list as per Derek Jones suggestion will be created.
- Local Government Grant Scheme are open for the 2025/2026 season. If brigades wants to send their requests especially under \$1500.00. In the current 2024/2025 year the Shire was able to put in new Cell Fi's in the two trucks (Muradup and Kojonup) as well as thermal imaging cameras.

- Policies discussions for the Shire of Kojonup Policy manual – Hazard Reduction Burning by Brigades and Bush Fire Mitigation. Policies will be discussed at May 2025 meeting.
- Introduction of PAFTAC forms to use at a Bush Fire incident. The incident control officer should complete the form and then can use the data when they call Comms Centre. This will assist DFES to make decisions on how/where to send their resources. Negative feedback given regarding another checklist document, and that the incident control officers will not have the time / capability to complete the PAFTAC form.
- Alerts and Warnings are important to alert the public.

11.2 DFES – Derek Jones

- Notes attached (refer to 9.4.9.8 – Kojonup BFAC – DFES Notes February 2025)
- CEO requested a checklist to understand how the “high risk” areas are being established. Shire of Kojonup has more than 500 assets and is considered as “high risk”.

11.3 Shire of Kojonup – Executive Officer - Grant Thompson

- Refer to letter received from community member at Muradup regarding their concerns about Bush fire mitigation control. The Shire is currently busy investigating and planning the next spraying season for Muradup to minimize the risk. The need for a community meeting to discuss the risks and to educate and give options should take place. (refer to 9.4.9.7 – Letter – Paul Grant)
- Local Emergency Management Committee request a desk top exercise to take place in the first week of May, to assist all participants to understand their roles in an emergency.
- Message media – over two hundred new mobile numbers were added this season to message media from contractors, truck drivers and new community members. This is an important way of informing our community of any threats and emergencies. However, these texts do cost \$0.12 each and messages should be limited to emergencies only.
- Mitigation Activity Funding of \$45,000.00 was approved for mitigation in specific reserves. This project has three parts/treatments that will need to take place and they are dependent on weather and certain times of the year.

11.4 Kojonup Volunteer Bushfire Brigade – Chief Bushfire Control Officer – Tony Fisher

- Please to update that the new bushfire tower is working great.
- Some brigades got more radios than what they need, decision made to get them removed and placed in other brigade utes where they will be used. This will save us money and will be discussed at the April 2025 AGM.
- Quite concerned about other Shire’s non-compliance.

- Shire of West Arthur Moody Lake, campers are allowed to light a camping fire in the prohibited period. They have fires right through the summer in campfire pits.
- Upon questioning the Bush fire Chief replied they do have an exemption.
- **Action:** CEO to call Shire of West Arthur CEO and have a discussion regarding the exemption especially on our border.
- **Action:** CEO to call Shire of Boyup Brook CEO and ask their policy and criteria for calling a Harvest and Vehicle Movement Ban.
- Protective burning should be discussed to prevent fires and the burning of people's assets. Shire of Woodanilling recent fire used as an example.
- **Action:** The Shire need to look at the Fire Break order if there can be changes to the setup to stop plant/factories from operating in High Fire danger rating weather or during Harvest Vehicle Movement Bans.
- A lot of protective burning could not take place due to the aerial inspections not taking place for this season.
- Need to make sure that the text messages that goes out are correct and that there is no need to resend. This will save the Shire money to afford the aerial inspection.
- Only a few fires this year that escaped from heaps that was not put down/out correctly.
- Myrtle Ben – there has been a few incidents from lightning or header fires from nearby properties. If a fire starts in Myrtle Benn it will go straight into town from a Norwest direction, and will affect the town's aged care and hospital precincts.
- Woodanilling fire has highlighted the need to undertake protective or prescribed burning.
- Myrtle Benn has raised the issue of bushfire putting the town at risk. CBFCO stated the Shire has done nothing wrong in managing the firebreaks at Myrtle Benn and doesn't understand what the issue is.
- President explained that the issue was not whether the firebreaks were right or wrong but that it appears the Shire did not follow the correct process under the regulations. Our haste does not supercede our regulatory obligations.
- This was a situation where our heightened risk and timeframe prompted us to act.
- A question was asked whether mitigation of all reserves will require us to work through this process?
- The onus is on the owner or manager of the reserves to ensure the process is robust and compliant.

- A query was raised that DFES should take responsibility for the information and advice given to the Shire.
- DFES stated it was not their responsibility to confirm the Shires obligations under the regulations.
- The President interjected and stated this was not a blame game and no individual is to blame. The Shire needs to take the responsibility for its actions and any failure of process that is identified.

11.5 Kojonup Volunteer Bush Fire Brigade – Digby Stretch

- Not a lot of feedback for this meeting, did like that the three institutes could come together to discuss a joint venture for an Emergency Shed (St Johns, Volunteer Bush Fire Brigade and the Bushfire Advisory Committee).

11.6 Kojonup Volunteer Fire and Rescue Service – Matthew Crabb

- A red fire ute was received, and still awaiting the new Fire Truck arrival.
- The emergency call number on the Shire of Kojonup's website not working anymore, will be replaced on the signs in town as well.

12 OTHER ITEMS

- Cr. Mathwin raised the issue of increasing weather stations for the Shire of Kojonup.
 - o Discussion held on whether the Shire needs new stations or we can access the data from stations that are located close to the Shire and we can use that data.

Action: The Shire to follow up with DPIRD and other departments to determine what the optimal use of these stations could be.

- Cr. Mathwin raised a number of items to be discussed. (refer to 9.4.9.3 – Notes Meeting – Recommendations to BFAC – M Mathwin)
 - o Burning up to 150ha per permit was discussed.
 - o Support amongst BFAC members was limited for increasing the Hectarage.
 - o Further feedback was suggested to go back to the brigades for their feedback.
 - o Further discussions required.
- CBCFO - No permits will be given until the weather changes and dry fuel load risk is reduced.

Action: Shane Harris to follow up on the amount of fuel load in Kojonup with photos from different sectors and 4 locations around the Shire.

13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14 LATE ITEMS

Nil

15 NEXT MEETING

7 May 2025

16 CLOSURE

There being no further business to discuss the Presiding Member thanked the members for their attendance and declared the meeting closed at 10:09 pm.

Confirmed as true and correct:

Chairperson

Date



Shire of Kojonup Report Package
All information collected as at 05/02/2025

February 6, 2025

version 3.0 202410

Local Government DFES Report Pack.

Produced by the OIS Branch, this pack is generated automatically and emailed monthly.

The Shire of Kojonup has the following subscriptions to this report:

ceo@kojonup.wa.gov.au
council@kojonup.wa.gov.au

Latest Notices	Multi-factor authentication to access DFES systems for volunteers and local government staff is coming.
	Contact data will be utilised directly from the DFES Resource Management System (RMS). Please ensure all contact details for your staff and volunteers registered in RMS are up-to-date.



This Report Package Contains:

- Local Government & CESM Summary
- 000 Service Agreement
- Incidents Summary & Year to Date (YTD) Comparison
- Bushfire Summary
- Volunteers Summary (LGIS)
- Volunteers Summary by Brigade
- Brigade Incident Summary and IRS Report Completion Rate
- SMS Lists
- Vehicle - Appliance List
- Brigade Membership Listing



Shire of Kojonup Report Package
All information collected as at 05/02/2025

February 6, 2025

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LOCAL GOVERNMENT SUMMARY

Shire of Kojonup

Please advise reports@dfes.wa.gov.au if any of this information is incorrect

Brigade Listing

BOILUP BFB
BOSCABEL BFB
CHANGERUP BFB
CHERRY TREE POOL BFB
JINGALUP BFB
KOJONUP BFB
LUMEAH BFB
MOBRUP BFB
MURADUP BFB
ORCHID VALLEY BFB
QUALEUP BFB
RYANS BROOK BFB

CBFCO, DBFCO & CESMS

CBFCO	TONY FISHER
DCBFCO	ROSS FRYER-SMITH
CESM	SHANE HARRIS



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Incidents within the Shire of Kojonup by Financial Year *current FY incomplete

Incident Type	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
Called Off - No Attendance	0	1	1	3	0
False Alarm - System Initiated	5	1	3	3	0
False Call - Good Intent	1	5	5	2	1
False Call - Malicious	0	0	0	1	0
Fire - Bushfire (lge)	5	4	7	22	5
Fire - Bushfire (sml)	8	19	10	21	2
Fire - Other/Rubbish/Vehicle	2	5	4	2	1
Fire - Structure	1	0	1	1	0
Hazardous Situation	1	0	2	0	0
Rescue & Medical	0	0	2	7	4
Road Crash & Rescue	3	9	7	6	7

Incidents: Year to Date Comparison: July 1 to February 6

Incident Type	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	Average Excluding 2024/2025	% TREND this year
Called Off - No Attendance	0	0	1	2	0	0.3	0.00%
False Alarm - System Initiated	4	0	3	1	0	1.8	-42.86%
False Call - Good Intent	1	4	0	1	1	1.5	-33.33%
False Call - Malicious	0	0	0	1	0	0.0	0.00%
Fire - Bushfire (lge)	5	4	4	19	5	8.0	-37.50%
Fire - Bushfire (sml)	7	4	6	15	2	8.0	-75.00%
Fire - Other/Rubbish/Vehicle	1	2	0	1	1	1.0	0.00%
Fire - Structure	1	0	0	1	0	0.3	0.00%
Hazardous Situation	1	0	2	0	0	0.3	0.00%
Rescue & Medical	0	0	0	2	4	0.5	0.00%
Road Crash & Rescue	2	7	4	2	7	3.8	86.67%
Totals:	22	21	20	45	20	25.25	6.93%

% TREND compares this FY to the Average.



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Bushfires within the Shire of Kojonup, with Ignition Cause

Bushfires are all vegetation fires (bush, grass, forest, crop etc.), of any size.

Ignition Cause	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
Burn off fires	1	2	0	1	0
Human Error (Left on, knock over, unattended etc.)	0	1	0	0	1
Power lines	0	1	1	1	0
Reignition of previous fire	1	0	1	0	0
Sleeping/Alcohol/Drugs/Physical-Mental impairment	0	1	0	0	0
Suspicious/Deliberate	0	2	0	2	0
Undetermined	0	2	1	1	0
Unreported	2	1	5	28	5
Vehicles (incl. Farming Equipment/Activities)	4	2	5	3	1
Weather Conditions - Lightning	5	11	3	6	0
Weather Conditions (High winds, natural combustion etc. Excludes Lightning)	0	0	1	1	0

Hectares lost to Bushfires within the Shire of Kojonup

Size of fires is not always available; fires less than 1 hectare are not included.

Hectares Lost	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
All Bushfires	90	28	78	271	200



Shire of Kojonup Report Package
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Volunteer Summary for LGIS		Age Group					
Volunteer Position	Age N/A	<=18	<=55	56-65	66-70	71+	Total
Junior or Cadet Rank	0	3	1	0	0	0	4
Active Operational	63	3	258	90	25	46	485
Non-Operational	4	0	27	3	3	5	42
Total	67	6	286	93	28	51	531

Bushfire Brigade Personnel Summary
as at 05/02/2025

Brigade	Captain	Volunteer Members	ID Card Received	Attended Incident Last 2 Yrs	Vol. Hub Access	IRS Access	WebEOC Access
BOILUP BFB	BENJAMIN JOHNSTON	22	0	0	3	0	0
BOSCABEL BFB	CRAIG IVEY	42	0	0	3	0	0
CHANGERUP BFB	PAUL NORRISH	41	0	0	4	0	0
CHERRY TREE POOL BFB	OWEN BIGNELL	43	0	0	4	0	0
JINGALUP BFB	THOMAS MATHWIN	66	0	15	8	0	0
KOJONUP BFB	JAMES EYRES	92	0	1	11	0	0
LUMEAH BFB	JUSTIN BROWN	52	0	0	6	0	0
MOBRUP BFB	ROBERT EGERTON-WARBURTON	34	0	2	9	0	0
MURADUP BFB	NATHAN LEITCH	56	0	1	3	0	0
ORCHID VALLEY BFB	GRIFFIN CHOMLEY	22	0	0	0	0	0
QUALEUP BFB	SHANNON BINNS	38	0	0	1	0	0
RYANS BROOK BFB	JAMES TOHL	28	0	3	1	0	0
SHIRE KOJONUP		N/A	0	0	11	1	1



Shire of Kojonup Report Package

All information collected as at 05/02/2025

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000 SERVICE AGREEMENT for **KOJONUP (S)**

**In order to advise Local Government of 000 calls promptly
it is suggested that contacts are 24/7 numbers.
The 4th contact will always be DFES Regional Duty Coordinator**

No more than 3 contacts per LGA will be recorded.

Our 24 hour, 365 day emergency 000 contacts from the Communications Centre are as follows:

Organisation	Role	Name	Contact Type	Number
Shire of Kojonup	SMS		SMS	KOJONUPSHIRE
Shire of Kojonup	CBFCO	Tony Fisher	Mobile (All Hrs)	0428 311 504
Shire of Kojonup	CEO	Grant Thomspn	Mobile (All Hrs)	0419 903 363
DFES Great Southern Region	Regional Duty Co-Ordinat	DFES Regional Duty Co-Ordinator		1800 314 644

Note: Contacts may make reference to an SMS group which allows multiple pagers or mobile phones to be attached to that group.. An SMS list form needs to have been completed.

Alterations to contacts:

Organisation	Role	Name	Contact Type	Number

Local Government Chief Executive Officer

Print Name Signature

DFES Area / District Manager

Print Name Signature

Contact Number

Date

Contact Number

Date

Instructions for Local Authority in the event of any alterations to the list above;

1. Complete the Alterations section with the changes required.
2. CEO to sign form.
3. Local Authority to send a copy to DFES Regional Office for Authorisation by DFES Area / District Manager.
4. Area/District Manager to email a signed copy to **cadadministrator@dfes.wa.gov.au**



Shire of Kojonup Report Package
All information collected as at 05/02/2025

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Incidents Attended and IRS Reports completed	2022/2023			2023/2024			2024/2025		
	Incidents Attended*	IRS Report completed	Perc. Completed %	Incidents Attended*	IRS Report completed	Perc. Completed %	Incidents Attended*	IRS Report completed	Perc. Completed %
Brigade									
BOILUP BFB	0	0	0%	0	0	0%	0	0	0%
BOSCABEL BFB	1	1	100%	2	2	100%	0	0	0%
CHANGERUP BFB	0	0	0%	1	1	100%	0	0	0%
CHERRY TREE POOL BFB	0	0	0%	1	1	100%	0	0	0%
JINGALUP BFB	7	5	71%	0	0	0%	1	1	100%
KOJONUP BFB	6	3	50%	10	2	20%	3	2	67%
LUMEAH BFB	4	0	0%	4	0	0%	0	0	0%
MOBRUP BFB	3	3	100%	4	1	25%	2	1	50%
MURADUP BFB	4	4	100%	3	1	33%	3	2	67%
ORCHID VALLEY BFB	0	0	0%	4	4	100%	1	0	0%
QUALEUP BFB	3	2	67%	0	0	0%	0	0	0%
RYANS BROOK BFB	2	0	0%	0	0	0%	1	1	100%

JINGALUP BFB

JINGALUP BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

Incident Address			Type of Incident
607021	03/02/2023 09:45	KILCREGGAN-PALLIGUP POOL RD /, JINGALUP	Fire - Bushfire (lge)
616213	22/04/2023 12:38	HILLIER RD, JINGALUP	False Call - Good Intent

KOJONUP BFB

KOJONUP BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

Paper reports not accepted have insufficient information to process and should be re-issued.

Incident Address			Type of Incident
602489	17/12/2022 08:54	PHILLIPS RD, JINGALUP	Fire - Bushfire (lge)
608780	23/02/2023 13:23	WANDOO RD, JINGALUP	Fire - Other/Rubbish/Vehicle



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KOJONUP BFB

KOJONUP BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

Paper reports not accepted have insufficient information to process and should be re-issued.

	Incident Address	Type of Incident	
627923 28/06/2023 17:39	MATHER RD, KOJONUP	Fire - Structure	
629900 16/07/2023 14:10	COLLIE-CHANGERUP RD, KOJONUP	Fire - Bushfire (sml)	
632901 13/08/2023 00:21	HAGGERTY ST, MURADUP	Fire - Structure	
648491 17/11/2023 17:12	JAGO RD, LUMEAH	Fire - Bushfire (sml)	
652688 25/12/2023 18:29	MATHER RD, KOJONUP	Fire - Bushfire (lge)	PAPER REPORT NOT ACCEPTED
652863 27/12/2023 17:15	MATHER RD, KOJONUP	Fire - Bushfire (sml)	
654679 14/01/2024 16:31	POTTS RD, LUMEAH	Fire - Bushfire (lge)	
654824 15/01/2024 20:05	BROOMEHILL-KOJONUP RD, KOJONUP	Fire - Bushfire (sml)	
657158 08/02/2024 17:29	BOYUP BROOK-KOJONUP RD, KOJONUP	Fire - Bushfire (lge)	
665122 20/04/2024 04:30	KOJONUP	Fire - Bushfire (sml)	
706499 15/01/2025 14:07	CHOWERUP	Fire - Bushfire (lge)	

LUMEAH BFB

LUMEAH BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

	Incident Address	Type of Incident	
5607 18/10/2023 11:30	8 MILE RD & SHAMROCK RD, LUMEAH	Fire - Bushfire (sml)	
5670 25/02/2024 09:00	COOK RD, LUMEAH	Fire - Other/Rubbish/Vehicle	
601474 08/12/2022 00:11	HILL RD, LUMEAH	Fire - Bushfire (sml)	
601475 08/12/2022 00:12	POTTS RD, LUMEAH	Fire - Bushfire (sml)	
608379 19/02/2023 09:44	JINGALUP RD, LUMEAH	Fire - Bushfire (lge)	
608391 19/02/2023 14:13	BALGARUP RD, JINGALUP	Fire - Bushfire (sml)	
638711 24/09/2023 13:57	ALBANY HWY, LUMEAH	False Call - Malicious	
651037 10/12/2023 11:47	TAMBELLUP WEST RD, BOBALONG	Fire - Bushfire (lge)	
654679 14/01/2024 16:31	POTTS RD, LUMEAH	Fire - Bushfire (lge)	
654680 14/01/2024 16:39	PALMER RD, LUMEAH	Fire - Bushfire (lge)	



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MOBRUP BFB

MOBRUP BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

Paper reports not accepted have insufficient information to process and should be re-issued.

	Incident Address	Type of Incident
648248 15/11/2023 10:05	MOBRUP NORTH RD, MOBRUP	Fire - Bushfire (sml)
654681 14/01/2024 16:51	FURNISS LOOP, MOBRUP	Fire - Bushfire (lge) PAPER REPORT NOT ACCEPTED
654702 14/01/2024 19:27	SCOTTS BROOK RD, MOBRUP	Fire - Bushfire (lge)
655195 18/01/2024 12:05	KOJONUP-FRANKLAND RD, MOBRUP	Fire - Bushfire (lge)
706159 11/01/2025 17:20	KESTON VALE RD, MOBRUP	Fire - Bushfire (lge)

MURADUP BFB

MURADUP BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

	Incident Address	Type of Incident
665122 20/04/2024 04:30	KOJONUP	Fire - Bushfire (sml)
665394 22/04/2024 14:27	SAMSON RD, KOJONUP	Fire - Bushfire (sml)
705332 03/01/2025 12:35	MOBRUP RD, MOBRUP	Fire - Bushfire (lge)

ORCHID VALLEY BFB

ORCHID VALLEY BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

	Incident Address	Type of Incident
699826 17/11/2024 14:35	DOUGLUS RD, RYANSBROOK	Fire - Bushfire (lge)



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QVALEUP BFB

QVALEUP BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

	Incident Address	Type of Incident
609972 09/03/2023 08:28	RIVERDALE RD, QVALEUP	Fire - Bushfire (sml)

RYANS BROOK BFB

RYANS BROOK BFB is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

	Incident Address	Type of Incident
608379 19/02/2023 09:44	JINGALUP RD, LUMEAH	Fire - Bushfire (lge)
608391 19/02/2023 14:13	BALGARUP RD, JINGALUP	Fire - Bushfire (sml)

SHIRE KOJONUP

SHIRE KOJONUP is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

	Incident Address	Type of Incident
602489 17/12/2022 08:54	PHILLIPS RD, JINGALUP	Fire - Bushfire (lge)
602580 18/12/2022 10:34	CHANGERUP	Fire - Bushfire (sml)
605638 19/01/2023 12:30	MOBRUP RD, MOBRUP	Fire - Bushfire (sml)
607436 08/02/2023 09:16	QVALEUP SOUTH RD, QVALEUP	Fire - Other/Rubbish/Vehicle
608037 15/02/2023 10:38	ASHE RD, JINGALUP	Fire - Other/Rubbish/Vehicle
608044 15/02/2023 12:09	NORRISH RD, BOSCABEL	Fire - Bushfire (lge)
613044 04/04/2023 14:35	PARKER RD, JINGALUP	Fire - Bushfire (sml)
619814 07/05/2023 23:31	ALBANY HWY, LUMEAH	Fire - Other/Rubbish/Vehicle
627923 28/06/2023 17:39	MATHER RD, KOJONUP	Fire - Structure
630088 18/07/2023 08:29	COLLIE-CHANGERUP RD, KOJONUP	Fire - Bushfire (sml)
632901 13/08/2023 00:21	HAGGERTY ST, MURADUP	Fire - Structure
638559 23/09/2023 18:01	BOYUP BROOK-KOJONUP RD, KOJONUP	Called Off - No Attendance
638711 24/09/2023 13:57	ALBANY HWY, LUMEAH	False Call - Malicious
639715 29/09/2023 15:00	KOJONUP	Called Off - No Attendance



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SHIRE KOJONUP

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Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

	Incident Address	Type of Incident
642404 13/10/2023 15:24	WATTS RD, CHERRY TREE POOL	Fire - Bushfire (lge)
648256 15/11/2023 12:00	OLD BROOMEHILL-KOJONUP RD, KOJONUP	Fire - Bushfire (lge)
648976 22/11/2023 09:40	MAGINI RD, CHANGERUP	Fire - Bushfire (sml)
649876 28/11/2023 14:30	BOSCABEL-CHITTINUP RD, BOSCABEL	Fire - Bushfire (lge)
649897 28/11/2023 16:10	WATTLEDALE RD, LUMEAH	Fire - Bushfire (sml)
649904 28/11/2023 16:43	DUJEMERRUP RD, CRANBROOK	Fire - Bushfire (sml)
650846 08/12/2023 13:20	HARPER RD, JINGALUP	Fire - Bushfire (lge)
651178 11/12/2023 16:20	HAROLD ROAD ALBANY HWY, BOSCABEL	Fire - Bushfire (sml)
651365 13/12/2023 15:00	TENNER RD, ORCHID VALLEY	Fire - Bushfire (lge)
652688 25/12/2023 18:29	MATHER RD, KOJONUP	Fire - Bushfire (lge)
654573 13/01/2024 21:28	TAMBELLUP WEST RD, LUMEAH	Fire - Other/Rubbish/Vehicle
654658 14/01/2024 15:35	BALL RD, CHERRY TREE POOL	Fire - Bushfire (lge)
654661 14/01/2024 15:50	BROOMEHILL-KOJONUP RD, KOJONUP	Fire - Bushfire (sml)
654663 14/01/2024 15:56	LADYMAN RD, CHERRY TREE POOL	Fire - Bushfire (sml)
654664 14/01/2024 15:58	O'HALLORAN RD, CHERRY TREE POOL	Fire - Bushfire (lge)
654666 14/01/2024 15:59	CHERRY TREE POOL RD, BOSCABEL	Fire - Bushfire (lge)
654671 14/01/2024 16:19	TONE RD, ORCHID VALLEY	Fire - Bushfire (lge)
654673 14/01/2024 16:22	FLORA AND FAUNA RD, ORCHID VALLEY	Fire - Bushfire (lge)
654687 14/01/2024 17:15	ALBANY HWY, KOJONUP	Fire - Bushfire (lge)
654695 14/01/2024 17:55	CHERRY TREE POOL RD, CHERRY TREE POOL	Fire - Bushfire (lge)
654702 14/01/2024 19:27	SCOTTS BROOK RD, MOBRUP	Fire - Bushfire (lge)
656591 02/02/2024 11:08	ALBANY HWY, LUMEAH	False Call - Good Intent
656885 05/02/2024 14:19	TONE RD, ORCHID VALLEY	Fire - Bushfire (sml)
657014 07/02/2024 11:28	WATTS RD, KOJONUP	Fire - Bushfire (lge)
657158 08/02/2024 17:29	BOYUP BROOK-KOJONUP RD, KOJONUP	Fire - Bushfire (lge)
657671 13/02/2024 12:53	KOJONUP-KATANING RD, CHERRY TREE POOL	Fire - Bushfire (lge)
665122 20/04/2024 04:30	KOJONUP	Fire - Bushfire (sml)
665196 20/04/2024 15:59	ALBANY HWY, KOJONUP	Called Off - No Attendance
665394 22/04/2024 14:27	SAMSON RD, KOJONUP	Fire - Bushfire (sml)
665597 24/04/2024 17:02	MOBRUP RD, MOBRUP	Fire - Bushfire (sml)
677163 01/07/2024 07:38	BROOMEHILL-KOJONUP RD, KOJONUP	Fire - Other/Rubbish/Vehicle
684887 06/09/2024 07:17	KOJONUP-KATANING RD, CHERRY TREE POOL	False Call - Good Intent
699826 17/11/2024 14:35	DOUGLUS RD, RYANSBROOK	Fire - Bushfire (lge)



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SHIRE KOJONUP

SHIRE KOJONUP is showing as having attended the following Incidents, for which an IRS Report has not been completed or received.

Please arrange for the Report to be entered in IRS, or forward a copy of a completed (paper) report to reports@dfes.wa.gov.au (or fax: 1800 309 999). For queries, please email us or phone 9395 9406.

	Incident Address	Type of Incident
703851 20/12/2024 14:11	MANDALUP RD, KOJONUP	Fire - Bushfire (sml)
705332 03/01/2025 12:35	MOBRUP RD, MOBRUP	Fire - Bushfire (lge)
706159 11/01/2025 17:20	KESTON VALE RD, MOBRUP	Fire - Bushfire (lge)
706499 15/01/2025 14:07	CHOWERUP	Fire - Bushfire (lge)



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SMS Lists & Change of Details Form - KOJONUP (S)
as at 06/02/2025

SHIRE OF KOJONUP

**THIS IS A CONTACT LIST
ONLY**

Send all changes to
cadadministrator@dfes.wa.gov.au

Full Name	Mobile Phone or Pager Number	Remain	Delete	Change Mobile Number
BEN BLEWETT	61427250226	☐	☐	
CESM KOJONUP/GNOWANG	61499899189	☐	☐	
GRANT THOMPSON	61419903363	☐	☐	
NICK TRETHOWAN	61429341035	☐	☐	
ROBERT JEHU	61448313235	☐	☐	
ROSS FRYER-SMITH	61429342202	☐	☐	
TONY FISHER	61428311504	☐	☐	

Members to be Added:

SHIRE OF KOJONUP

Surname	First Name	Contact Number

Instructions for any alterations to the list above;

- 1. Details are to be printed **clearly**.
- 2. Member names are to be listed as Surname, then First Name.
- 3. Please provide details for any blanks already on the form above.
- 4. When signed by your AO/DO or CESM, send a copy of the new or updated form to cadadministrator@dfes.wa.gov.au

Please direct any questions to: cadadministrator@dfes.wa.gov.au

Changes Requested By:

Contact Name (please print)	Contact Number	Date	AO / DO / CESM	Sign & Date
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AUTHORISED: ☐ YES ☐ NO



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Vehicles & Appliances

This information is used by RMS, IRS, CAD, the AVL system and WebEOC

Accuracy is imperative

Please advise incorrect information to appliances@dfes.wa.gov.au

KOJONUP BFB	Make	Model	Registration	UVI	Asset Code
TANKERS - 2.4 BROADACRE	ISUZU	FSS600	1GFG819	U104182	N269
MURADUP BFB	Make	Model	Registration	UVI	Asset Code
TANKERS - 2.4 BROADACRE	ISUZU	FSS550	1DKK079	U102750	E552
SHIRE KOJONUP	Make	Model	Registration	UVI	Asset Code
EARTHMOVING - FRONT END LOADER				U101086	
EARTHMOVING - GRADER				U101084	
EARTHMOVING - GRADER				U101085	
EARTHMOVING - GRADER				U101083	
MISC - WATER CARRIER		14000 LITRE		U101088	
MISC - WATER CARRIER		30000 LITRES	1TQA893	U101087	



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Bushfire Brigade Membership Listing as at 06/02/2025

6063 BOILUP BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
139197	VOL FIRE FIGHTER	ANDERSON	LYNLEY
191035	ACTIVE MEMBER	BARTLETT	STEPHEN
130191	BFB 1ST LIEUTENANT	BIGNELL	BEVAN
180911	ACTIVE MEMBER	CATTO	CHRISTOPHER
191107	ACTIVE MEMBER	CROOK	KRISTY
130190	ACTIVE MEMBER	CUSSONS	BRAD
141973	VOL FIRE FIGHTER	CUSSONS	GINNY
197049	ACTIVE MEMBER	CUSSONS	JOSH
191060	ACTIVE MEMBER	CUSSONS	TERENCE
191106	ACTIVE MEMBER	FLAVEL	JOHNATHON
180912	ACTIVE MEMBER	HANEKAMP	ROBERT
139206	VOL FIRE FIGHTER	HOUSE	DIANE
119484	ACTIVE MEMBER	HOUSE	S
197051	ACTIVE MEMBER	JOHNSTON	ANGUS
130192	CAPTAIN	JOHNSTON	BENJAMIN
191036	ACTIVE MEMBER	JOHNSTON	CLAIRE
188109	ACTIVE MEMBER	O'BRIEN	MAEVE
190984	ACTIVE MEMBER	RAMSDEN	MICHAEL
197405	ACTIVE MEMBER	RIGBY-NELSON	ETHAN
191363	ACTIVE MEMBER	SCHINZIG	ALICE
182485	ACTIVE MEMBER	VENABLES	SCOTT
189068	BFB OPS SUPPORT	WILLIAMS	STEPHEN
189068	BFB SECRETARY	WILLIAMS	STEPHEN



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Bushfire Brigade Membership Listing as at 06/02/2025

6074 BOSCABEL BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
193691	BFB 3RD LIEUTENANT	ASHTON	BRADLEY
193410	ACTIVE MEMBER	ASHTON	KEITH
190065	ACTIVE MEMBER	BAKER	BRIAN
191108	ACTIVE MEMBER	BALLARD	MALVERN
192746	BFB 1ST LIEUTENANT	BELLOTTI	FRANK
192777	ACTIVE MEMBER	BELLOTTI	FRANK
199904	ACTIVE MEMBER	BELLOTTI	RYAN
101594	ACTIVE MEMBER	BENN	JOHNSTON
185248	ACTIVE MEMBER	CHITTY	ASHLEY
130395	ACTIVE MEMBER	COOLE	JEREMY
190867	BFB AUXILLARY	ELLIOTT	DEBORAH
130195	ACTIVE MEMBER	GALE	GEOFFREY
190935	ACTIVE MEMBER	GALE	KEVIN
192326	ACTIVE MEMBER	GARDNER	DIANNE
192414	ACTIVE MEMBER	GARDNER	TAMESHA
197054	ACTIVE MEMBER	GRALTON	STEPHEN
176019	TREASURER (NON OP)	GREENUP	ANDREW
176019	ACTIVE MEMBER	GREENUP	ANDREW
197053	ACTIVE MEMBER	HARBORNE	KATHERINE
192676	ACTIVE MEMBER	HARRISON	ALISTAIR
130196	ACTIVE MEMBER	HARRISON	DOUGLAS
192675	ACTIVE MEMBER	HARRISON	HEATHER
192331	BFB 2ND LIEUTENANT	HUNTER	JORDAN
197418	ACTIVE MEMBER	HUNTER	KYLEY
191037	BFB AUXILLARY	HUNTER	MATTHEW
197335	ACTIVE MEMBER	HUNTER	NATHANAEL
192334	ACTIVE MEMBER	HUNTER	NEVILLE
193986	ACTIVE MEMBER	IMBERTI	CURTIS
187685	ACTIVE MEMBER	IVEY	CATHERINE
133661	CAPTAIN	IVEY	CRAIG
133660	ACTIVE MEMBER	IVEY	DAVID
190068	ACTIVE MEMBER	JACKSON	MICHAEL
191061	BFB SECRETARY	KELLY	JAMES
191061	ACTIVE MEMBER	KELLY	JAMES



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Bushfire Brigade Membership Listing
as at 06/02/2025

6074 BOSCABEL BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
130198	ACTIVE MEMBER	KELLY	NEIL
190066	BFB AUXILLARY	MARETT	AMY
190900	ACTIVE MEMBER	MORRIS	JACOB
197055	ACTIVE MEMBER	NITCHKE	MARK
197419	ACTIVE MEMBER	PASSARIS	CHRISTOPHER
192320	ACTIVE MEMBER	REX	ALEXANDER
111974	ACTIVE MEMBER	REX	ROBERT
190864	BFB AUXILLARY	SCHINZIG	KYLIE
137802	ACTIVE MEMBER	WALDOCK	SHANNON
177395	ACTIVE MEMBER	YOUNG	JAMIE



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Bushfire Brigade Membership Listing as at 06/02/2025

6135 CHANGERUP BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
190245	ACTIVE MEMBER	BAXTER	ASHLEY
190241	ACTIVE MEMBER	BAXTER	CODEY
128514	VOL FIRE FIGHTER	BAXTER	MICHAEL
190194	ACTIVE MEMBER	BAXTER	RHYS
115361	VOL FIRE FIGHTER	BAXTER	ZANTHE
171509	ACTIVE MEMBER	BELLOTTI	DARREN
126735	VOL FIRE FIGHTER	BOCK	GLENDA
100143	ACTIVE MEMBER	BOCK	TREVOR
130200	VOL FIRE FIGHTER	BOWERS	TIM
190060	ACTIVE MEMBER	CAPPER	NED
153370	ACTIVE MEMBER	GIANATTI	LES
182819	ACTIVE MEMBER	GIANATTI	MEAGAN
191031	ACTIVE MEMBER	KIPPERS	TYRONE
140454	ACTIVE MEMBER	LEUSCIATTI	FRANK
191029	BFB AUXILLARY	LEUSCIATTI	KERRY
190556	ACTIVE MEMBER	LEUSCIATTI	MICHAEL
130199	VOL FIRE FIGHTER	LEUSCIATTI	ROBERT
141972	ACTIVE MEMBER	MAGINI	MARION
175990	BFB 2ND LIEUTENANT	MAGINI	MURRAY
140453	VOL FIRE FIGHTER	MARINONI	GRANTLY
190893	ACTIVE MEMBER	MARINONI	JAMIE
192332	ACTIVE MEMBER	MARINONI	JUDITH
175991	ACTIVE MEMBER	MARINONI	KELVIN
119492	BFB AUXILLARY	MARINONI	LOU
190197	ACTIVE MEMBER	MARINONI	MATTHEW
193409	ACTIVE MEMBER	MARINONI	PHILLIP
199234	BFB AUXILLARY	MARINONI	SAMANTHA
193408	ACTIVE MEMBER	MARINONI	VIOLET
190862	BFB AUXILLARY	MARSH	BELINDA
139182	ACTIVE MEMBER	MARSH	GARY
191030	ACTIVE MEMBER	MARSH	MADELYN
130202	VOL FIRE FIGHTER	MCFARLANE	ANDREW
190557	ACTIVE MEMBER	NORRISH	CLANCY
168038	CAPTAIN	NORRISH	PAUL



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6135 CHANGERUP BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
190555	ACTIVE MEMBER	NORRISH	TENNILLE
188435	BFB SECRETARY	PAINI	DOMENICO
199644	ACTIVE MEMBER	PRESS	COURTNEY
189078	BFB 1ST LIEUTENANT	SHILCOCK	MAURICE
191238	ACTIVE MEMBER	THOMAS	GRANT
175989	ACTIVE MEMBER	WATSON	EDWARD
183322	BFB AUXILLARY	WHITELOCK	JENNY



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6136 CHERRY TREE POOL BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
139186	VOL FIRE FIGHTER	BALL	COLIN
192338	ACTIVE MEMBER	BALL	NORMA
190957	ACTIVE MEMBER	BERRIGAN	MATHEW
139191	CAPTAIN	BIGNELL	OWEN
139191	ACTIVE MEMBER	BIGNELL	OWEN
131002	VOL FIRE FIGHTER	BOXALL	OWEN
175983	ACTIVE MEMBER	BUSHELL	ANDREW
137456	ACTIVE MEMBER	BUSHELL	ROD
191142	ACTIVE MEMBER	COLEMAN	THOMAS
129113	VOL FIRE FIGHTER	HETTNER	BRENTON
129116	BFB AUXILLARY	HETTNER	JANICE
129117	BFB AUXILLARY	HETTNER	JOAN
129115	VOL FIRE FIGHTER	HETTNER	MATTHEW
129114	ACTIVE MEMBER	HETTNER	MELVIN
128516	ACTIVE MEMBER	KOWALD	ANTHONY
141977	VOL FIRE FIGHTER	KOWALD	HELEN
190877	ACTIVE MEMBER	KOWALD	JANE
190879	ACTIVE MEMBER	KOWALD	KATRINA
189792	BFB 1ST LIEUTENANT	KOWALD	PETER
128517	VOL FIRE FIGHTER	KOWALD	TREVOR
191048	BFB AUXILLARY	LADYMAN	ADELE
187597	ACTIVE MEMBER	LADYMAN	ASHLEE
175970	BFB 3RD LIEUTENANT	LADYMAN	DANIEL
191063	ACTIVE MEMBER	LADYMAN	ROGER
191033	ACTIVE MEMBER	MACMILLAN	PETER
191062	ACTIVE MEMBER	MCFALL	DAVID
193457	ACTIVE MEMBER	MCAHON	LESTER
191034	ACTIVE MEMBER	O'HALLORAN	JENNY
133491	VOL FIRE FIGHTER	O'HALLORAN	JOAN
190869	BFB AUXILLARY	O'HALLORAN	KATIE
185741	ACTIVE MEMBER	O'HALLORAN	MORGAN
130203	BFB 2ND LIEUTENANT	O'HALLORAN	NEAL
130203	BFB SECRETARY	O'HALLORAN	NEAL
130203	TREASURER (NON OP)	O'HALLORAN	NEAL



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6136 CHERRY TREE POOL BFB

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Vol. Number	Rank	Surname	Given Name
130203	ACTIVE MEMBER	O'HALLORAN	NEAL
190198	ACTIVE MEMBER	O'HALLORAN	NICHOLAS
119493	VOL FIRE FIGHTER	O'HALLORAN	ROBERT
66385	ACTIVE MEMBER	PANTALL	GLENN
139189	VOL FIRE FIGHTER	PERKINS	BARRY
141971	VOL FIRE FIGHTER	PERKINS	DEBBIE
141500	ACTIVE MEMBER	PERRIN	KIMBERLEY
190860	ACTIVE MEMBER	SANDWELL	DEBRA
190859	BFB AUXILLARY	SANDWELL	SERENA
139193	ACTIVE MEMBER	TAYLOR	MARK
197056	ACTIVE MEMBER	TRIGWELL	JOSHUA
197416	ACTIVE MEMBER	WELSH	RICHARD
192335	ACTIVE MEMBER	WHITEHOUSE	TIMOTHY



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6318 JINGALUP BFB

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Vol. Number	Rank	Surname	Given Name
190979	ACTIVE MEMBER	BAIRSTOW	JAYMAN
190985	ACTIVE MEMBER	BATISTA	KELSEY
130206	ACTIVE MEMBER	BINCKES	DOROTHY
192337	ACTIVE MEMBER	BINCKES	TREVOR
191064	ACTIVE MEMBER	BROWN	BEVAN
191028	ACTIVE MEMBER	COWDREY	KRISTEN
190982	ACTIVE MEMBER	CROOK	ELISA
190977	ACTIVE MEMBER	CROOK	JOSHUA
190980	ACTIVE MEMBER	CROOK	PHILIPPA
140456	VOL FIRE FIGHTER	CROOK	WAYNE
190960	ACTIVE MEMBER	DALTON	LEE
175968	ACTIVE MEMBER	DRAPER	GARY
175969	ACTIVE MEMBER	EATT	DAVID
190940	ACTIVE MEMBER	EGERTON - WARBURTON	RACHAEL
194355	ACTIVE MEMBER	EGERTON-WARBURTON	ALAN
191054	ACTIVE MEMBER	FLAVEL	ANTHONY
156861	VOL FIRE FIGHTER	HOPE	JAMES
192413	ACTIVE MEMBER	KLOPPER	SIMON
191111	BFB AUXILLARY	KLOPPER-O'REGAN	LARA
152792	VOL FIRE FIGHTER	LEE	LAWRENCE
197406	ACTIVE MEMBER	MADDOCK	SOPHIE
156858	VOL FIRE FIGHTER	MATHWIN	DAN
191068	ACTIVE MEMBER	MATHWIN	JAMES
191116	ACTIVE MEMBER	MATHWIN	LEANNE
140455	VOL FIRE FIGHTER	MATHWIN	MICHAEL
191067	ACTIVE MEMBER	MATHWIN	NICHOLAS
191069	CAPTAIN	MATHWIN	THOMAS
190924	ACTIVE MEMBER	MCCARTHY	AARON
190931	ACTIVE MEMBER	MCGUIRE	ANDREA
191055	ACTIVE MEMBER	MCGUIRE	JANE
168029	ACTIVE MEMBER	MCGUIRE	RICHARD
139192	BFB 2ND LIEUTENANT	MCGUIRE	STEVEN
190983	ACTIVE MEMBER	MCKENZIE	JIMMY
197046	ACTIVE MEMBER	O'HALLORAN	JOHNATHON



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Vol. Number	Rank	Surname	Given Name
187977	ACTIVE MEMBER	OWEN	WILLIAM FRANCIS
108463	VOL FIRE FIGHTER	PLOWMAN	ANDREW
197048	ACTIVE MEMBER	PLOWMAN	ISABELLE
190954	ACTIVE MEMBER	PLOWMAN	JAMES
126115	VOL FIRE FIGHTER	RADFORD	EDWIN
190933	ACTIVE MEMBER	RAMSDEN	HANNAH
190895	ACTIVE MEMBER	RAMSDEN	TAJ
191045	ACTIVE MEMBER	REID	AMELIA
181733	ACTIVE MEMBER	REID	BAYDEN
191026	ACTIVE MEMBER	REID	DONNA
191049	ACTIVE MEMBER	REID	HOLLY
187049	ACTIVE MEMBER	ROBINSON	CHRISTOPHER
160649	ACTIVE MEMBER	ROBINSON	DAVID
175971	BFB SECRETARY	ROBINSON	SALLY
175971	ACTIVE MEMBER	ROBINSON	SALLY
190925	ACTIVE MEMBER	ROBINSON	SCOTT
192333	ACTIVE MEMBER	SCOLARI	NEIL
190959	ACTIVE MEMBER	SHORTEN	JOHN
190578	ACTIVE MEMBER	WEBB	CARALEE
190926	ACTIVE MEMBER	WEBB	FELICITY
190920	ACTIVE MEMBER	WEBB	MATHEW
188246	ACTIVE MEMBER	WEBB	MATTHEW
190927	ACTIVE MEMBER	WEBB	PAUL
191058	ACTIVE MEMBER	WEBB	TIMOTHY
191025	BFB AUXILLARY	WILLIAMS	MELISSA
178547	ACTIVE MEMBER	WILLIAMS	STACY
126165	BFB 1ST LIEUTENANT	WRIGHT	CHRIS
191070	ACTIVE MEMBER	WRIGHT	HELEN
191027	BFB AUXILLARY	WRIGHT	KELSEY
190958	ACTIVE MEMBER	WRIGHT	KIARA
194352	ACTIVE MEMBER	WRIGHT	RONALD
130205	ACTIVE MEMBER	YOUNG	JOE
197045	ACTIVE MEMBER	YOUNG	MICHAEL



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6345 KOJONUP BFB

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Vol. Number	Rank	Surname	Given Name
177290	ACTIVE MEMBER	ADAMSON	JORDAN
139213	VOL FIRE FIGHTER	ATKINSON	KAREN
139184	VOL FIRE FIGHTER	ATKINSON	TREVOR
119496	BFB AUXILLARY	BAILYE	GEORGE
130193	ACTIVE MEMBER	BAILYE	SUZANNE
191194	ACTIVE MEMBER	BEER	ADRIAN
191195	ACTIVE MEMBER	BEER	NATALIE
162238	ACTIVE MEMBER	BILNEY	GEOFFREY
190875	ACTIVE MEMBER	BILNEY	LINDA
191072	BFB 1ST LIEUTENANT	BILNEY	MATTHEW
190874	BFB AUXILLARY	BILNEY	NADINE
156856	ACTIVE MEMBER	BILNEY	ROGER
184565	ACTIVE MEMBER	BLIGHT	BRODIE
190921	ACTIVE MEMBER	BLIGHT	GILES
184562	ACTIVE MEMBER	BOWEY	MARSHALL
180788	ACTIVE MEMBER	BOWEY	RODERICK
190987	ACTIVE MEMBER	BROWN	DYLAN
191234	ACTIVE MEMBER	BYRNE	TODD
145756	ACTIVE MEMBER	CAMPBELL	JASON
191065	ACTIVE MEMBER	CANT	ALEXANDER
106999	ACTIVE MEMBER	CANT	CAMERON
190990	ACTIVE MEMBER	CAVANAGH	TREVOR
168020	VOL FIRE FIGHTER	COWIE	ROBERT
139196	VOL FIRE FIGHTER	CRAPELLA	ROBBIE
193311	ACTIVE MEMBER	CUSSONS	GRAEME
199677	ACTIVE MEMBER	EVANS	BRENDAN
190865	BFB AUXILLARY	EYRES	ANITA
189139	CAPTAIN	EYRES	JAMES
194354	ACTIVE MEMBER	EYRES	TIMOTHY
130207	ACTIVE MEMBER	FISHER	TONY
190993	ACTIVE MEMBER	FULMER	RODNEY
189711	ACTIVE MEMBER	GIBBONS	JOSH
199233	BFB AUXILLARY	GOOCH	STEPHANIE
191117	ACTIVE MEMBER	HARDINGHAM	JOHN



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Vol. Number	Rank	Surname	Given Name
130208	VOL FIRE FIGHTER	HASELL	ANDREW
191002	ACTIVE MEMBER	HOBBS	GRAEME
190996	ACTIVE MEMBER	HOWE	MARK
184564	ACTIVE MEMBER	HOWELL	THOMAS
153100	VOL FIRE FIGHTER	JACKSON	NEIL
127904	VOL FIRE FIGHTER	JOHNSTON	TIMOTHY
190991	ACTIVE MEMBER	JONES	BRENDAN
191071	ACTIVE MEMBER	JONES	GEOFFREY
139212	VOL FIRE FIGHTER	KEATLEY	BERNADETTE
130209	VOL FIRE FIGHTER	KEATLEY	KEVIN
190876	ACTIVE MEMBER	KER	STEVEN
190872	ACTIVE MEMBER	KOWALD	SHERIDAN
145094	VOL FIRE FIGHTER	LEWIS	JOHN
190897	BFB AUXILLARY	LIBERA	KRISTIAN
199478	ACTIVE MEMBER	LOTTERING	DU-WAYNE
139194	VOL FIRE FIGHTER	MACLEAY	CLAIRE
116434	VOL FIRE FIGHTER	MAGINI	STEVE
193195	ACTIVE MEMBER	MATHWIN	TIMOTHY
128551	VOL FIRE FIGHTER	MATTHEWS	SIMON
175972	ACTIVE MEMBER	MCDONALD	MALCOLM
191193	CADET	MCILLREE	CODY
122680	ACTIVE MEMBER	MCILLREE	GRAHAM
191192	ACTIVE MEMBER	MCILLREE	RILEY
190989	BFB AUXILLARY	MCTAHON	TREVOR
62566	ACTIVE MEMBER	NASH	GAVIN
191134	ACTIVE MEMBER	NOONAN	MARK
60985	ACTIVE MEMBER	NORRISH	GAVIN
190956	ACTIVE MEMBER	NORRISH	LACHLAN
190988	BFB SECRETARY	NORRISH	PATRICIA
190988	ACTIVE MEMBER	NORRISH	PATRICIA
191113	ACTIVE MEMBER	NORRISH	RODNEY
191109	ACTIVE MEMBER	O'NEILL	CHRIS
139214	VOL FIRE FIGHTER	OWEN	FRANCES
190936	ACTIVE MEMBER	PAGE	GRAEME



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Vol. Number	Rank	Surname	Given Name
182694	ACTIVE MEMBER	PENTELOW	MICHAEL
128515	VOL FIRE FIGHTER	PERRETT	JOHN
190997	ACTIVE MEMBER	PRASSER-JONES	ALOIS
190994	ACTIVE MEMBER	PRASSER-JONES	MYLES
175974	BFB 3RD LIEUTENANT	REID	MYLES
144626	ACTIVE MEMBER	ROBERTSON	PETER
190964	ACTIVE MEMBER	ROBINSON	ANDREW
67044	VOL FIRE FIGHTER	ROBINSON	GLENN
128562	VOL FIRE FIGHTER	ROBINSON	KYM
160652	ACTIVE MEMBER	ROBINSON	WAYNE
199629	ACTIVE MEMBER	SANDWELL	ETHAN
199235	BFB AUXILLARY	SCADE	JESSICA
190998	ACTIVE MEMBER	SMART	CAMERON
191000	ACTIVE MEMBER	SMART	DARREN
190999	ACTIVE MEMBER	SMART	EMMA
175973	ACTIVE MEMBER	SMART	NEVILLE
182554	ACTIVE MEMBER	STOTT	BENJAMIN
130223	BFB 2ND LIEUTENANT	THORN	JASON
190868	BFB AUXILLARY	THORN	NERRELLE
141690	ACTIVE MEMBER	WARDLE	NICHOLAS
156860	ACTIVE MEMBER	WATSON	ROBERT
191237	ACTIVE MEMBER	WHITE	RALPH
168055	VOL FIRE FIGHTER	WHITE	VICKI
168046	ACTIVE MEMBER	WRIGHT	ERIC
191138	ACTIVE MEMBER	ZADOW	MARK



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6389 LUMEAH BFB

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Vol. Number	Rank	Surname	Given Name
190880	ACTIVE MEMBER	ANDERSON	ANNA
126164	ACTIVE MEMBER	ANDERSON	CHRISTOPHER
197414	ACTIVE MEMBER	ARCHER	RENEE
192328	ACTIVE MEMBER	BAKER	GRAHAM
191007	ACTIVE MEMBER	BAKER	ZACH
141978	VOL FIRE FIGHTER	BALSTON	KATE
159673	VOL FIRE FIGHTER	BILNEY	ADRIAN
193411	ACTIVE MEMBER	BILNEY	BRADLEY
161914	ACTIVE MEMBER	BILNEY	MICHAEL
156856	VOL FIRE FIGHTER	BILNEY	ROGER
88748	ACTIVE MEMBER	BLAIR	JEREMY
184308	CAPTAIN	BROWN	JUSTIN
191044	ACTIVE MEMBER	CAMPBELL	JASON
139204	VOL FIRE FIGHTER	CARRINGTON-JONES	HEATHER
139204	ACTIVE MEMBER	CARRINGTON-JONES	HEATHER
145544	VOL FIRE FIGHTER	CARRINGTON-JONES	JOHN
168017	ACTIVE MEMBER	CARRINGTON-JONES	WILL
193363	CADET	CRAPELLA	PATRICK
127964	ACTIVE MEMBER	CRAPELLA	TERRENCE
191042	ACTIVE MEMBER	DURACK	KATHLEEN
174155	ACTIVE MEMBER	DURACK	PAUL
141980	VOL FIRE FIGHTER	GEERS	PETER
126160	VOL FIRE FIGHTER	GOODALL	ALAN
139207	VOL FIRE FIGHTER	GOODALL	NARELLE
181731	BFB 2ND LIEUTENANT	HEGGATON	JAMES
197415	ACTIVE MEMBER	HOWE	BRETT
187729	ACTIVE MEMBER	JACKSON	SAM
191043	ACTIVE MEMBER	JOHNSON	MICHAEL
191110	ACTIVE MEMBER	LLOYD	RONALD
139205	VOL FIRE FIGHTER	MACLEAY	ANNA
139188	ACTIVE MEMBER	MATHWIN	DAVID
191006	ACTIVE MEMBER	MATHWIN	LYNETTE
156862	VOL FIRE FIGHTER	MEATON	RUSSELL
139183	ACTIVE MEMBER	O'HALLORAN	JOHN



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6389 LUMEAH BFB

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Vol. Number	Rank	Surname	Given Name
191041	BFB AUXILLARY	O'HALLORAN	SAMANTHA
161915	ACTIVE MEMBER	PALMER	IAN
192325	ACTIVE MEMBER	REINKE	CLIVE
184123	ACTIVE MEMBER	ROBINSON	WILLIAM
175977	ACTIVE MEMBER	THORN	GEOFFREY
175976	ACTIVE MEMBER	THORN	HAMISH
153620	BFB 1ST LIEUTENANT	THORN	LACHLAN
191073	ACTIVE MEMBER	THORN	LAURA
191057	ACTIVE MEMBER	THORN	ROHAN
139216	VOL FIRE FIGHTER	TRETHOWAN	JANE
130210	VOL FIRE FIGHTER	TRETHOWAN	NICK
140457	VOL FIRE FIGHTER	TRETHOWAN	PETER
191004	ACTIVE MEMBER	TREZISE	KATE
191003	ACTIVE MEMBER	TREZISE	ROSALIND
175975	BFB SECRETARY	TREZISE	TIMOTHY
175975	TREASURER (NON OP)	TREZISE	TIMOTHY
175975	ACTIVE MEMBER	TREZISE	TIMOTHY
193042	ACTIVE MEMBER	VAN VOORTHUIZEN	LEON
190878	ACTIVE MEMBER	WEBB	JO
190937	ACTIVE MEMBER	WITHAM	GRANT
177395	ACTIVE MEMBER	YOUNG	JAMIE



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6420 MOBRUP BFB

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Vol. Number	Rank	Surname	Given Name
199787	ACTIVE MEMBER	BARTON	ROWAN
190886	ACTIVE MEMBER	BRETHERTON	DORIAN
191053	ACTIVE MEMBER	BUTTERLY	BARRY
190922	ACTIVE MEMBER	CLARK	DARRYL
122555	ACTIVE MEMBER	CLARK	SHARON
140459	CAPTAIN	EGERTON-WARBURTON	ROBERT
197334	CADET	EGERTON-WARBURTON	ZARA
191020	ACTIVE MEMBER	FORRESTER	ADEL
190887	ACTIVE MEMBER	FORRESTER	FENN
191056	ACTIVE MEMBER	FORRESTER	NAOMI
130212	ACTIVE MEMBER	FRYER-SMITH	ROSS
140579	ACTIVE MEMBER	HARRIS	BRAYDEN
199692	ACTIVE MEMBER	HILL	SCOTT
190888	ACTIVE MEMBER	LITTLE	GRAEME
149232	ACTIVE MEMBER	LOVELAND	SYDNEY
190871	BFB AUXILLARY	MILLS	NICOLE
166689	ACTIVE MEMBER	NUNN	DAVID
191023	ACTIVE MEMBER	PAPE	MACKENZIE
190963	BFB 2ND LIEUTENANT	PARKER	ANDREW
190962	ACTIVE MEMBER	PARKER	CAITLIN
190885	ACTIVE MEMBER	PARKER	CYNTHIA
181732	ACTIVE MEMBER	PARKER	RAELENE
130213	ACTIVE MEMBER	PARKER	WARREN
145093	VOL FIRE FIGHTER	PAYNE	BILL
171874	ACTIVE MEMBER	REID	ALEXANDER
117001	ACTIVE MEMBER	REID	PETER
124652	ACTIVE MEMBER	SERMON	GRANT
197307	ACTIVE MEMBER	SIBLEY	KIARA
197835	ACTIVE MEMBER	SMITH	ANDREW
197832	ACTIVE MEMBER	SMITH	GEORGIA
197052	ACTIVE MEMBER	SMITH	KYLE
119498	BFB 1ST LIEUTENANT	STRETCH	DIGBY
119498	ACTIVE MEMBER	STRETCH	DIGBY
184741	ACTIVE MEMBER	STRETCH	EMILY



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6420 MOBRUP BFB

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Vol. Number	Rank	Surname	Given Name
175979	BFB AUXILLARY	STRETCH	NICHOLA
175979	BFB SECRETARY	STRETCH	NICHOLA



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6455 MURADUP BFB

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Vol. Number	Rank	Surname	Given Name
188436	ACTIVE MEMBER	BANKS	KAREN
124625	ACTIVE MEMBER	BANKS	RICHARD
188188	ACTIVE MEMBER	BANKS	SARA
188186	ACTIVE MEMBER	BANKS	TODD
179748	ACTIVE MEMBER	BARKER	GARRY
179747	BFB AUXILLARY	BARKER	VICKI
130215	BFB SECRETARY	BERRYMAN	DENISE
130215	TREASURER (NON OP)	BERRYMAN	DENISE
130215	BFB TRAINING OFFICER	BERRYMAN	DENISE
196735	ACTIVE MEMBER	BERRYMAN	MICHAEL
180519	ACTIVE MEMBER	BLEWETT	BENJAMIN
176000	ACTIVE MEMBER	BLEWETT	DANNY
169820	ACTIVE MEMBER	BLEWETT	JOHN
184483	ACTIVE MEMBER	BLEWETT	SAM
150819	ACTIVE MEMBER	BROCKMAN	DAVID
138172	VOL FIRE FIGHTER	BROCKMAN	RODNEY
182353	ACTIVE MEMBER	DE BRUIN	ANITA
193282	ACTIVE MEMBER	DE BRUIN	JACOBUS
182352	ACTIVE MEMBER	DE BRUIN	JOHANNES
187641	ACTIVE MEMBER	FARDIG	DEBORAH
187640	ACTIVE MEMBER	FARDIG	HEINRICH
199754	ACTIVE MEMBER	FLEAY	JOHN
198231	ACTIVE MEMBER	GREEUW	COLIN
198232	BFB AUXILLARY	GREEUW	LORREEN
190561	ACTIVE MEMBER	HARDINGHAM	ERICA-MAY
187260	ACTIVE MEMBER	HARDINGHAM	LEAH
193114	CADET	HARDINGHAM	LIBBY
139185	VOL FIRE FIGHTER	HARDINGHAM	MATTHEW
190560	ACTIVE MEMBER	HARDINGHAM	PAULA
191039	ACTIVE MEMBER	HOUSE	ANNABELLE
190061	ACTIVE MEMBER	HOUSE	CATHERINE
186070	ACTIVE MEMBER	HOUSE	DAVID
119485	ACTIVE MEMBER	HOUSE	ROGER
193766	ACTIVE MEMBER	KEATING	CARLY



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6455 MURADUP BFB

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Vol. Number	Rank	Surname	Given Name
193762	ACTIVE MEMBER	KEATING	SEAN
190866	BFB AUXILLARY	LEITCH	DIANE
126626	CAPTAIN	LEITCH	NATHAN
126626	ACTIVE MEMBER	LEITCH	NATHAN
139187	VOL FIRE FIGHTER	MCINTOSH	GRAHAM
190930	ACTIVE MEMBER	MYERS	MARION
138171	VOL FIRE FIGHTER	MYERS	TERRY
60969	ACTIVE MEMBER	PASINI	GIANNI
160651	ACTIVE MEMBER	ROBINSON	MICHAEL
175981	ACTIVE MEMBER	SEXTON	ASHLEY
138170	VOL FIRE FIGHTER	SEXTON	JOHN
190891	BFB AUXILLARY	STONE	CLAIRE
136135	BFB 1ST LIEUTENANT	STONE	KENT
136135	ACTIVE MEMBER	STONE	KENT
109172	ACTIVE MEMBER	STONE	NOEL
109173	ACTIVE MEMBER	STONE	SHAUNA
188187	ACTIVE MEMBER	TARPAY	HARMONEE
190062	ACTIVE MEMBER	TAYLOR	HARRY
187432	ACTIVE MEMBER	WORTH	BRETT
190873	BFB AUXILLARY	ZACHER	ANNA
130214	VOL FIRE FIGHTER	ZACHER	DENNIS
145501	VOL FIRE FIGHTER	ZACHER	SIMON
180517	ACTIVE MEMBER	ZADOW	DAVID
141969	VOL FIRE FIGHTER	ZADOW	HELEN
138169	VOL FIRE FIGHTER	ZADOW	PAUL
190559	ACTIVE MEMBER	ZILLNER	PETER



Shire of Kojonup Report Package

All information collected as at 05/02/2025

February 6, 2025

version 3.0 202410

Bushfire Brigade Membership Listing as at 06/02/2025

6507 ORCHID VALLEY BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
168019	CAPTAIN	CHOMLEY	GRIFFIN
188185	ACTIVE MEMBER	CHOMLEY	JACKSON
188184	ACTIVE MEMBER	CHOMLEY	JAMES
193760	ACTIVE MEMBER	CHOMLEY	TRACEY
190923	ACTIVE MEMBER	DALTON	ANDREW
190858	BFB AUXILLARY	DALTON	EVELYN
189195	BFB 2ND LIEUTENANT	DAVIS	TONY
140460	BFB 1ST LIEUTENANT	EDNIE-BROWN	COLIN
197047	ACTIVE MEMBER	EDNIE-BROWN	JAKE
139211	VOL FIRE FIGHTER	EDNIE-BROWN	ZOE
190881	BFB AUXILLARY	GARDNER	ASHLYN
152156	ACTIVE MEMBER	GRIFFITHS	PHILLIP
190934	ACTIVE MEMBER	HALLETT	FELICITY
119500	BFB AUXILLARY	HARVEY	WILLIAM
192327	ACTIVE MEMBER	LEUSCIATTI	GIOVANNI
191059	ACTIVE MEMBER	MAUNDER	SHANE
194306	ACTIVE MEMBER	PARKER	HARRY
194293	ACTIVE MEMBER	PARKER	JULIE
145543	ACTIVE MEMBER	PARKER	WAYNE
191119	ACTIVE MEMBER	ROBERTSON	IAN
126158	BFB SECRETARY	SIMPSON	DANIEL
126158	ACTIVE MEMBER	SIMPSON	DANIEL
190576	ACTIVE MEMBER	STEVENS	JODY



Shire of Kojonup Report Package

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version 3.0 202410

Bushfire Brigade Membership Listing as at 06/02/2025

6542 QUALEUP BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
141968	VOL FIRE FIGHTER	BINNS	BRONWYN
140463	BFB SECRETARY	BINNS	JOHN
140463	TREASURER (NON OP)	BINNS	JOHN
186282	CAPTAIN	BINNS	SHANNON
130219	VOL FIRE FIGHTER	CAVANAGH	GRAY
130219	ACTIVE MEMBER	CAVANAGH	GRAY
192336	ACTIVE MEMBER	DALTON	TODD
127441	ACTIVE MEMBER	DAW	GEOFFREY
156859	ACTIVE MEMBER	DAW	KATIE
192378	ACTIVE MEMBER	FORRESTER	CAROLINE
174156	BFB 1ST LIEUTENANT	FORRESTER	DAVID
190928	ACTIVE MEMBER	GANNAWAY	MICHAEL
190934	ACTIVE MEMBER	HALLETT	FELICITY
144810	ACTIVE MEMBER	HALLETT	MARTIN
139190	VOL FIRE FIGHTER	HANNE	JULIAN
134191	VOL FIRE FIGHTER	HART	PETER
195226	BFB 3RD LIEUTENANT	HOUSE	FRED
130220	ACTIVE MEMBER	HOUSE	TIM
191118	ACTIVE MEMBER	HOUSE	VICKY
191013	ACTIVE MEMBER	KINNEAR	TIMOTHY
145542	ACTIVE MEMBER	MARSH	ANDREW
191114	ACTIVE MEMBER	MARSH	GREGORY
192320	ACTIVE MEMBER	REX	ALEXANDER
111974	ACTIVE MEMBER	REX	ROBERT
190884	ACTIVE MEMBER	RILEY	EDWARD
190889	ACTIVE MEMBER	RILEY	TED
130221	VOL FIRE FIGHTER	SCOLARI	JOHN
168042	VOL FIRE FIGHTER	SEXTON	ROBERT
187204	ACTIVE MEMBER	SHANNON	ABBEY
178548	ACTIVE MEMBER	SIMCOCK	CLAYTON
191010	ACTIVE MEMBER	SIMCOCK	LAUREN
187206	ACTIVE MEMBER	SIMPSON	NEVILLE
156863	BFB 2ND LIEUTENANT	WEBB	BENJAMIN
191012	BFB AUXILLARY	WEBB	EMILY



Shire of Kojonup Report Package
All information collected as at 05/02/2025

February 6, 2025

version 3.0 202410

Bushfire Brigade Membership Listing
as at 06/02/2025

6542 QUALEUP BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
180102	ACTIVE MEMBER	WILSON	JACK
188569	ACTIVE MEMBER	WOOD	CHARLIE
187205	ACTIVE MEMBER	WOOD	JOEL
191174	ACTIVE MEMBER	WOOD	LEAH
130217	ACTIVE MEMBER	WOOD	TREVOR
144376	ACTIVE MEMBER	WRIGHT	MICHAEL



Shire of Kojonup Report Package

All information collected as at 05/02/2025

February 6, 2025

version 3.0 202410

Bushfire Brigade Membership Listing as at 06/02/2025

6567 RYANS BROOK BFB

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
188610	ACTIVE MEMBER	ARMSTRONG	HENRY
180367	ACTIVE MEMBER	BLAKERS	MITCHELL
173688	ACTIVE MEMBER	BURT	DUNCAN
162362	ACTIVE MEMBER	CAMERON	MICHAEL
199673	ACTIVE MEMBER	CHILD	JARED
149231	BFB 1ST LIEUTENANT	CLIFTON	JONSON
194356	ACTIVE MEMBER	DAW	LILY
187697	ACTIVE MEMBER	DU PLESSIS	JAN
197408	ACTIVE MEMBER	GEORGE	JOHN
173689	BFB 2ND LIEUTENANT	GIBBS	BEVAN
190870	BFB AUXILLARY	GIBBS	BOBBIE
140464	ACTIVE MEMBER	GIBBS	MURRAY
163170	ACTIVE MEMBER	HARRIS	MARCELLE
190899	ACTIVE MEMBER	MACFARLANE	ALEXANDRA
190898	ACTIVE MEMBER	MACFARLANE	JAMES
191047	ACTIVE MEMBER	MACKEAN	JAMIE
126162	VOL FIRE FIGHTER	MASON	PETER
156855	ACTIVE MEMBER	MASON	RHYCE
152793	VOL FIRE FIGHTER	O'HALLORAN	WILLIAM
197407	ACTIVE MEMBER	PFITZNER	LUKE
175982	BFB SECRETARY	RADFORD	CRAIG
175982	TREASURER (NON OP)	RADFORD	CRAIG
175982	ACTIVE MEMBER	RADFORD	CRAIG
119502	VOL FIRE FIGHTER	RADFORD	DANIEL
155506	ACTIVE MEMBER	SHEPHERD	JUSTIN
155505	ACTIVE MEMBER	SHEPHERD	MELISSA
153262	CAPTAIN	TOHL	JAMES
194357	ACTIVE MEMBER	TOHL	WILLIAM
174238	ACTIVE MEMBER	VAN DUYN	ROBERT
175980	ACTIVE MEMBER	ZADOW	TIMOTHY



Shire of Kojonup Report Package

All information collected as at 05/02/2025

February 6, 2025

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Bushfire Brigade Membership Listing as at 06/02/2025

9068 SHIRE KOJONUP

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
143920	LG EMPLOYEE	BALLOCH	ROBERT
130215	LG EMPLOYEE	BERRYMAN	DENISE
130215	TRAINING MANAGER	BERRYMAN	DENISE
130191	LG FCO	BIGNELL	BEVAN
180519	LG FCO	BLEWETT	BENJAMIN
143918	LG EMPLOYEE	COWIE	NORMAN
140459	LG FCO	EGERTON-WARBURTON	ROBERT
130207	LG CBFCO	FISHER	TONY
130207	LG FIRE WEATHER OFF	FISHER	TONY
130212	LG DCBFCO	FRYER-SMITH	ROSS
152765	CESM	HARRIS	SHANE
130196	LG FCO	HARRISON	DOUGLAS
139199	LG EMPLOYEE	HERBERT	PETE
187729	LG FCO	JACKSON	SAM
168030	LG EMPLOYEE	JEHU	ROBERT
175970	LG FCO	LADYMAN	DANIEL
191131	LG EMPLOYEE	LOTTERING	ESTELLE
143916	LG EMPLOYEE	MARLAND	DEREK
143919	LG EMPLOYEE	MARTIN	KEVIN
143910	LG EMPLOYEE	MCKENZIE	IAN
139201	LG EMPLOYEE	MCKENZIE	RICHARD
143904	LG EMPLOYEE	MCVEE	CRAIG
139202	LG EMPLOYEE	MICHAEL	ARCHIE
143912	LG EMPLOYEE	MURRAY	MARINA
60985	LG FCO	NORRISH	GAVIN
168038	LG FCO	NORRISH	PAUL
139183	LG FCO	O'HALLORAN	JOHN
139200	LG EMPLOYEE	OLIVER	RON
187977	LG FCO	OWEN	WILLIAM FRANCIS
143915	LG EMPLOYEE	PEARCE	WAYNE
186634	LG EMPLOYEE	PEET	EMELEE
175974	LG FCO	REID	MYLES
143911	LG EMPLOYEE	ROVRKE	ALLAN
178548	LG FCO	SIMCOCK	CLAYTON



Shire of Kojonup Report Package
All information collected as at 05/02/2025

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Bushfire Brigade Membership Listing
as at 06/02/2025

9068 SHIRE KOJONUP

Please ensure updates to this list are applied to DFES RMS; either via your local DFES Regional Office or other qualified RMS user.

Vol. Number	Rank	Surname	Given Name
126158	LG FCO	SIMPSON	DANIEL
119498	LG FCO	STRETCH	DIGBY
143917	LG EMPLOYEE	SULLIVAN	DANIEL
163459	LG EMPLOYEE	SWAIN	STEPHANIE
190396	LG CEO	THOMPSON	GRANT
153262	LG FCO	TOHL	JAMES
130210	LG FCO	TRETHOWAN	NICK
156891	LG EMPLOYEE	WALDRON	STEPHANIE
143914	LG EMPLOYEE	WALLAM	WILFRED
188246	LG FCO	WEBB	MATTHEW
156890	LG EMPLOYEE	WIGNALL	MORT
143921	LG EMPLOYEE	WILSON	MELISSA
136430	LG FCO	WOODHAMS	GLENN

BFAC Meeting – 12/05/2025

Mick Mathwin

All of these ideas are discussion points and things to be implemented to make it easier for new people coming into the role of 'Zulus' and FCOs

- Burning stubbles is generally done for one or more of three management reasons; pest, disease or weed.
- It is important that growers are able to implement this strategy before seeding commences.
- Seeding is commencing as early as late March.

1. Currently, a single permit issued during the restricted burning period allows for a maximum of 100 ha to be burned over three days. If someone needs to burn more than 100 ha, then they need to apply for a new three day permit. This requires the brigade FCO to issue another permit which creates an extra workload and more permits in the system.

It would simplify the procedure if 3 day permits were changed to allow a maximum of 300 ha per permit with no more than 150ha of stubble or pasture to be burnt per day, with current permit restrictions applying for each area.

Motion: That permits allow for an area not exceeding 300 ha per three day permit to be burnt with a maximum of 150 ha to be burnt on any single day.

2. Currently, there is no real action taken if a controlled fire escapes from a permitted burn area. Permit holders ought not be punished if a fire escapes, but there should be consequences for negligence.

Motion: That if a fire is allowed to escape from a permitted burn area, then a warning will be issued to the permit holder. If the same permit holder allows a second escape, then no further permits will be issued to them for that season.

3. A number of fires have started in crops from heaps that were lit late winter or early spring.

Recently permits have not allowed heaps to be lit during the restricted burning period which has led to heaps being lit in August and September.

To try and mitigate this problem heaps should be allowed to be lit during the restricted burning period.

Motion: That timber heaps which are more than 40 metres in from a fire break can be burnt if they are within the same paddock as a permit has been issued to burn stubble or pasture.

4. Currently, regardless of how big the controlled burn is, the minimum requirement for a permitted fire is 2 fire units with at least 600 litres capacity and two able bodied persons.

Motion: 4(a) Review the minimum fire control requirements for permit fires.

4(b) Change “able bodied” in the permit to “capable”.

5. Unless there are exceptional reasons, the prohibited burning period should finish at or near the advertised date.

BOM releases four day fire danger rating forecasts every morning with updates during the day.

Let the fire danger rating do its job.

Motion: That the Autumn restricted burning period be opened as soon as reasonably possible.

6. Recommend that a fast fill pump or adequate quick water supply be available nearby for permitted fires.

7. There are many data collecting weather stations across the state that measure temperature, wind direction and speed, and humidity. This information is stored and can be accessed online for any individual station.

This data could be analysed with the plan that eventually the information would allow the CBFCO and others to have confidence to use this data to make decisions around burning permits.

Motion: Shire to investigate collecting and collating data from DPIRD (or other) weather stations.

6 REGULATORY SERVICES

6.2 EMERGENCY SERVICES – BUSH FIRE CONTROL OFFICER APPOINTMENTS

Adopted or Reviewed by Council:

Council Minute Reference:

Reviewer: Project Manager and Regulatory Services

Local Law:

Procedure:

Delegation:

OBJECTIVE

Within Bush Fire Brigades, there are various officers appointed by Council to undertake different roles and responsibilities. The person occupying these positions, although volunteers, are nonetheless officers of the Council and are appointed by the Council (under section 38 of the Bush Fires Act 1954) upon their nomination by the Brigade and endorsement by the Bush Fire Advisory Committee.

This policy provides the eligibility criteria for a person to be appointed as a Bush Fire Control Officer.

PURPOSE

The purpose of this policy is:

- To ensure that a person has the relevant competence and capability necessary to hold the position of Bush Fire Control Officer
- To ensure that the competence and capability is maintained by the appointed Bush Fire Control Officer
- Follow the Shire of Kojonup's core values at all times

POLICY

- To be eligible for appointment as a Bush Fire Control Officer a person must have completed the Fire Control Officer course provided by DFES prior to appointment.
- Nominations of Bush Fire Control Officers are forwarded through the Bush Fire Advisory Committee as a recommendation to Council for appointment.
- A Bush Fire Control Officer, other than the Chief or Deputy Chief Bush Fire Control Officer, must not issue a Permit to Burn for land within another Bush Fire Brigade district unless agreed upon by Chief Bush Fire Control Officer.

6 REGULATORY SERVICES

6.3 EMERGENCY SERVICES – HAZARD REDUCTION BURNING BY BRIGADES

Adopted or Reviewed by Council:**Council Minute Reference:**

Reviewer: Project Manager and Regulatory Services

Local Law: Bush Fire Brigade Local Law

Procedure:

Delegation: Community Emergency Services Manager, Chief Bush Fire Control Officer

OBJECTIVE

As part of their charter to protect local communities from risk of bush fires, brigades undertake hazard reduction burns on both private and public lands. Such burning is usually done for a fee to recover costs and as a way of raising funds for the Brigade.

This policy specifies the persons who are authorised to approve hazard reduction burns carried out by Bush Fire Brigades on private and public property in accordance with Section 33(6) of the *Bush Fire Act 1954* wherein Council is requested to undertake the works by the landowner, and then effectively sub-contracts the Brigade(s) to carry out work.

PURPOSE

The purpose of this policy is:

- To specify which persons are authorised to approve hazard reduction burns and
- To ensure that the cost of the hazard reduction burn is received prior to the burn taking place.

POLICY

That the following officers are authorised to approve hazard reductions burns to be carried out by Bush Fire Brigades:

- Chief Executive Officer
- Chief Bush Fire Control Officer
- Community Emergency Services Manager

All applications for hazard reduction burns shall be made on an application form determined by the Shire.

6 REGULATORY SERVICES

6.2 EMERGENCY SERVICES – BUSH FIRE MITIGATION

Adopted or Reviewed by Council:

Council Minute Reference:

Reviewer: Project Manager and Regulatory Services

Local Law:

Procedure:

Delegation: Community Services Emergency Manager

OBJECTIVE

- Provide mitigation works with in the Shire of Kojonup to maintain and reduce bushfire risks to all reserves and land tenures managed by the Shire of Kojonup.
- Follow all correct procedures, policies and legislation requirements as per DFES bushfire Risk Management policy.
- To document procedures and processes for Bushfire risk management.
- To establish procedures and processes for Bushfire risk management
- Provide ongoing protection to the community from loss arising from Bushfire through a risk management program.
- Provide ongoing protection to the Shire of Kojonup of reputation and liability caused inappropriate risk treatments and escaped prescribed burns.
- Provide ongoing protection to the Shire of Kojonup of reputation and liability caused by a failure to implement risk treatments (thereby failing to protect the community)

PURPOSE

- Identify at risk assets and assign treatment options to ensure that community level bushfire risk is systematically addressed.
- Provide mitigation management and fuel reduction to Shire owned/managed land within the Shires land tenure.
- Maintain and reduce bushfire risk to all shire owned/managed land tenure

POLICY

- Comply with DFES Bushfire Risk Management Policy
- Refer/Use DFES Bushfire risk management branch Mitigation management manual
- Comply with current DFES risk management policy
- Complete all relevant checks as per DFES Bushfire Mitigation checklists
- Comply with all applicable legislation and guidelines as per DFES Bushfire Mitigation guidelines, policies, procedures and checklists.

Legislation

- Aboriginal Cultural Heritage Act 2021
- Biodiversity Conservation Act 2016
- Bush Fires Act 1954
- Conservation and Land Management Act 1984
- Environmental Protection Act 1986
- Fire and Emergency Services Act 1998
- Land Administration Act 1997
- Work Health and Safety Act 2020
- Bush Fires Regulations 1954
- Emergency Management Regulations 2006

REFERENCES

- ISO31000:2018 Risk Management – Guidelines
- State Emergency Management Plan V3.04 2022
- State Hazard Plan – Fire V2.01 2022
- DFES and DBCA Heads of Agreement 2022
- DFES Policy 14: Enterprise Risk Management
- DFES Enterprise Risk Management Framework
- Guidelines for Preparing a Bushfire Risk Management Plan 2020
- DFES and Department of Education MOU – Provision of Bushfire Risk Management Services 2021
- DFES and DPLH MOU – The management of bushfire risk on unallocated Crown land and unmanaged Crown reserves in the Perth Metropolitan Region and all gazetted town sites throughout WA 2020

PROCEDURES

- OBRM Assurance Program Guideline Feb 2022
- Bushfire Risk Management Branch Mitigation Management Manual Version 1.2
- Prescribed Burning Implementation Guide V3.0 Dec 2020
- DFES SOP 3.5.17 Prescribed Burning V1.0
- DFES Prescribed Fire Plan User Guide V7.2 2017
- DFES SAP 3.5.B Managing Bushfire Risk on Unallocated Crown Land and Unmanaged Reserve

Ph: 0429 441 240

PAUL GRANT
46/47 Haggerty Street
MURADUP WA 6394

paultygrant2@gmail.com

Saturday 25 January 2025

The Ranger
Kojonup Shire Council

SPRAYING VERGES/COMPLIANCE/FIRE SEASON

In regards to notifications to residents regarding spraying of verges or not, is it possible to send a letter (as many residents in Muradup do not have email), mid August and set out clearly that if they choose not to get sprayed by the Shire that they need to mow there verge all during fire season to mitigate fire risk, and not just mow it once.

I suggest the Shire starts spraying early October on verges and all other relevant areas within Muradup.

I suggest fire inspections start earlier than previous years and an earlier follow up to any notifications sent out to ensure compliance by residents in a timely manner. Additionally it may be prudent to organise contractors in advance so that the non compliant properties are able to be dealt with in a timely manner than in previous years.

Any repeat offenders may need a more timely follow up to encourage compliance and may need follow up immediately at the end of the notice period by the Council.

I live at 46/47 Haggerty Street, Muradup and have been following up the Shire constantly for five years without much result. Trying to keep my property fire safe on all four sides has been a challenge.

41-45 Haggerty Street, I have had to organise contractors myself after receiving permission from the Shire for five years. This is why having the contractors organised in advance by the Shire would make this process more timely.

The DOLA block behind my back land, I organised and paid for it to be cleared as it was a disgrace.

The old school yard has been a fire hazard which prompted three locals, myself, Mick Costello and Gary Kinniburgh to clear the site to protect our properties from fire risk. In excess of 100 hours was put into making this fire safe, clearing fallen trees, mowing and disposing of the refuse. This should be a Council responsibility.

I think there are still areas in need of attention at this present moment, including the old railway station area.

I look forward to receiving a response to this letter.

Regards

Paul Grant

Shire of Kojonup – BFAC February 2025

DFES Report

1 Regional Update

- Since entering prohibited season, the region has experienced a few skirmishes of a few days duration.
- Until recently the typical summer troughs, lightning bands have been relatively absent. Just starting to make an appearance in more recent times.
- Given we are in high threat period the regional focus has been on response. As summer tapers off we start to move to training, preparation, review – the non-response activities which support overall service delivery.

2 Soil Moisture levels - Update

- Regionally very dry – drier than 5yr averages.
- BOM Katanning site is also registering well above 5yr dryness measures.

3. Information to Comcen

- Critical role as gives the Commissioner oversight of what is happening in area he is responsible for.
- RDC can ascertain support to be offered/gaps to be filled to assist LG.
- Can fill gaps with alerts and warnings.

4. LGGS Capital Works Applications

- Attempt to provide a more regionally coordinated submission process.
- Criteria developed and being used to assess submissions.
- Only a small bucket so not sure if region is going to 'gain' from reviewed process.
- State is monitoring evolution of process to see if it can be rolled out across state.

Derek Jones

District Officer – Rural (Great Southern)

10 February 2025



SoKO BFAC ISSUES / ACTION REGISTER:

Issue / Action #	Submitted By	Issue Description	Action(s)	Submitted Date	Actions Assigned Owner	Department	Category	Priority	Urgency	Action Approved	Risk	Comments/Variance Reporting on progress	Status	Due By Date	Closed Date	% ACTION COMPLETE
1	CESM	Vertex handheld radio's need replacing in certain brigades.	Buy batterires and distribute	6/11/2024	CESM	PM & Regulatory Services	IT, Communication Systems and Infrastructure	HIGH	Urgent - 2 months	YES	MEDIUM	Underway and batteries purchased	Closed	12/02/2025		100%
2	CEO	BFB Volunteer Induction roll out	Create roll out plan	6/11/2024	CESM	PM & Regulatory Services	Failure to Fulfil Compliance Requirements (Statutory, Regulatory)	HIGH	Must Have - 6 months	YES	HIGH	Induction approved, roll out plan to be formed	In Process	1/09/2025		50%
3	Tony Fisher	Road Verge Management requires attention	Plan for Roadside Management	6/11/2024	MWI / MPS	Works & Infrastructure	Environment Management	MEDIUM	Must Have - 6 months	YES	HIGH	Requires planning between Property Services and Works & Infrasrtructure	Not Started	1/09/2025		0%
4	Digby Stretch	Request for the Shire's water tanker to be available when needed.	Prepare the unit for immediate use	6/11/2024	MWI	Works & Infrastructure	Asset Sustainability Practices	MEDIUM	Required before 12 months	YES	MEDIUM	Works & Infrastructure preparing unit for use	In Process	12/02/2025		90%
5	Digby Stretch	Shire to consider adding a 5 metre fire break to standalone power units	create a policy around these units that's going on the farms. Review Fire break notice	6/11/2024	CESM	PM & Regulatory Services	Failure to Fulfil Compliance Requirements (Statutory, Regulatory)	MEDIUM	Must Have - 6 months	NO	MEDIUM	Western power has not cleared around standalone power units, there is no fire break.	Not Started	1/06/2025		5%
6	Matt Crabb	Educate Community members in town of dates for preparation of fire season	Shire to investigate a better advertising mechanism to inform / advise town members about dates for slashing and fire breaks.	6/11/2024	CEO/CESM	PM & Regulatory Services	Engagement practices	MEDIUM	Required before 12 months	YES	MEDIUM	Communication Plan required	Not Started	1/06/2025		0%
7	Mick Mathwin	Investigate the use of DPIRD Weather Stations	Determine what station information can be utilised for Kojonup decision making and then advise whether new stations are required	6/11/2024	CEO/CESM	PM & Regulatory Services	IT, Communication Systems and Infrastructure	MEDIUM	Required before 12 months	NO	LOW	Further discussion on relevance of current assets required by BFAC	In Process	1/04/2025		50%
8	All	Joint Volunteer Service Centre	Investigate the viability of a joint volunteer emergency services centre in Kojonup.	6/11/2024	CEO	Office of the CEO	Asset Sustainability Practices	MEDIUM	Nice to have 24 Months	NO	LOW	first local meeting taken place, now concepts required, land to be identified, each person to take forward to their relevant organisations	In Process	Ongoing		10%

SHIRE OF KOJONUP



Kojonup Natural Resource Management (NRM) Advisory Committee

NRMAC

MINUTES

20 February 2025

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MINUTES

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The meeting was declared open at 5.00pm.

2 ATTENDANCE & APOLOGIES

MEMBERS

Roger Bilney	Shire President
Alan Egerton-Warburton	Councillor
Prue Batchelor	Community Representative
Kath Mathwin	Community Representative

STAFF (OBSERVERS)

Grant Thompson	Chief Executive Officer
Dwayne Lottering	Property Services and Natural Resource Management
Eloise Brown	Property Services Team Leader
Tonya Pearce	Governance and Rates Officer

APOLOGIES

Adele Scarfone	Community Representative
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3 CONFIRMATION OF MINUTES

KOJONUP NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE MEETING – 14 NOVEMBER 2024. [Attachment 3.1](#)

OFFICER RECOMMENDATION/COMMITTEE DECISION

NRM1 Moved Cr Egerton-Warburton Seconded K.Mathwin

That the minutes of the Kojonup Natural Resource Management Advisory Committee meeting held 14 November 2024 be confirmed as a true record.

CARRIED 4/0

For: Cr Bilney, Cr Egerton-Warburton, K. Mathwin, P.Batchelor

4 **GENERAL BUSINESS**

Item	Response/Action	Comment
1. Strategic Discussion	Reflect on Previous Strategic Initiatives	CEO to lead discussion
2. Great Southern Climate Alliance	Update from CEO	Outcomes from recent meetings Discuss GS Climate Alliance Initiatives
3. NRM Initiatives	Action plans and priorities to be discussed and developed from this meeting to be presented to the Committee.	A priority list of NRM Shire initiatives is required for preparatory budgeting purposes. CEO to lead discussion from Project Status report

5 **OTHER ITEMS FOR DISCUSSION OR FUTHER RESEARCH**

Nil

6 **FINANCIAL REPORT**

NRM Reserve Level \$105,679

Committee Members to send in recommendations for budget allocations in the 25/26 budget, as per the Strategic Initiatives.

7 STATUS REPORTS

Actions Issues and Strategic Initiatives to be discussed by Committee.

Issue / Action #	Submitted By	Issue Description	Action(s)	Submitted Date	Actions Assigned Owner	Department	Due By Date	Category	Priority	Urgency	Action Approved	Risk	Comments/Variance Reporting on progress	Status	Estimated Completion Date	Closed Date	% ACTION COMPLETE
1	Adele Scarfone	Look into the spraying of verges, both in town and out of town.	Review Weed Plan for the Town	14/11/2024	TLPS - Eloise Brown	Property Services	1/04/2025	Environmental	MEDIUM	Must Have - 6 months	YES	LOW	Plan in place underway, progress is good resources improved,	In Process			5%
2	Kath Mathwin	Gravel on verges to be 'water wise'	Investigate programs community waterwise programs	14/11/2024	MPS - Dwayne Lottering	Property Services	1/04/2025	Environmental	LOW	Nice to have 24 Months	NO	LOW		Not Started			0%
3	Adele Scarfone	The Blackwood Biosecurity Group – could help with developing plans	Develop relationships	14/11/2024	TLPS - Eloise Brown	Property Services	28/02/2025	Environmental	LOW	Required before 12 months	NO	LOW		Not Started			0%
5	Kath Mathwin	Kojonup Weed Strategy (attached) needs to be updated.	Review Weed Plan	14/11/2024	MPS - Dwayne Lottering	Property Services	1/04/2025	Environmental	HIGH	Must Have - 6 months	YES	MEDIUM	Plan is formed, Newer technology, rates of chemicals more precision, more effective, Program starting in Autumn	In Process			80%
6	Kath Mathwin	Start creating awareness in the community	Communication Plan to be developed	14/11/2024	CEO - Grant Thompson	Office of the CEO	1/06/2025	Community	MEDIUM	Required before 12 months	YES	LOW	CEO to create messages and stakeholder plan	Not Started			5%
7	Kath Mathwin	Contact Southern Dirt to be involved in the NRM Committee	Develop relationships	14/11/2024	MPS - Dwayne Lottering	Property Services	28/02/2025	Community	MEDIUM	Must Have - 6 months	NO	LOW	Dwayne to contact	Not Started			5%
8	Adele Scarfone	WALGA Resources – Local Government Integrated Weed Management Working Group	Contact WALGA	14/11/2024	MPS - Dwayne Lottering	Property Services	28/02/2025	Community	MEDIUM	Required before 12 months	YES	LOW	Dwayne to contact	Not Started			0%
9	Kath Mathwin	Steve Hopper from Albany (suggested by Kath Mathwin)	Contact Steve Hopper	14/11/2024	MPS - Dwayne Lottering	Property Services	28/02/2025	Community	MEDIUM	Required before 12 months	YES	LOW	Dwayne to Contact	Not Started			0%
10	Prue Batchelor	No mow verges	mostly Victoria and some suburbs in Perth, have no mow verges.	20/02/2025	TLPS - Eloise Brown	Property Services	1/05/2025	Environmental	MEDIUM	Nice to have 24 Months	NO	LOW		Not Started			0%
11	Prue Batchelor	Education Programs with the schools	Busy Bee days to get the community involved involunteering	20/02/2025	TLPS - Eloise Brown	Property Services	1/05/2025	Community	LOW	Required before 12 months	YES	LOW		In Process			0%
12	Cr Egerton Warburton	Rubbish on roadsides - Kojonup Frankland Rd	Check Main Roads policies. Clean up Australia Day on a Shire level?	20/02/2025	MPS - Dwayne Lottering	Property Services	1/05/2025	Assets & Infrastructure	MEDIUM	Must Have - 6 months	YES	MEDIUM		Not Started			0%
13	Kath Mathwin	Seminar on climate change	Invite other Shires to be involved in the seminar, through the climate alliance meeting	20/02/2025	CEO - Grant Thompson	Office of the CEO	1/05/2025	Community	LOW	Nice to have 24 Months	NO	LOW		Not Started			0%
14	NRM Committee	Committee Members to send in recommendations for budget allocations in the 25/26 budget, as per the Strategic Initiatives.	Committee members to identify any budget requirements for next committee.	20/02/2025	CEO - Grant Thompson	Office of the CEO	1/05/2025	Financial	HIGH	Urgent - 2 months	YES	LOW		In Process	15/05/2025		0%

Kojonup NRM Advisory Committee Meeting – Minutes – 20 February 2025

Project ID	COA	Project	Description	Approved Project	Project Rating	Department	Project Sponsor	Project Owner (SPA)	Project Manager	Process Owner
1		Create a funding budget for NRM	NRM requires an approved budget	Yes	11	Office of the CEO	CEO	CEO - Grant Thompson	MFCS - Jill Johnson	MFCS
2		Identify Funding Sources for projects ie grants and council funding	Utilise NRM reserve to leverage Grants and achieve strategies	Yes	8	Property Services	MPS	MPS - Dwayne Lottering	PMRS - Estelle Lottering	PMRS
3		Investigate the cost of a specialised role in NRM	Identify the right role and person to achieve NRM goals	No	1	Office of the CEO	CEO	MPS - Dwayne Lottering	MPS - Dwayne Lottering	MPS
4		Project Management Framework to be created for NRM	Governance structure required for NRM deliverables	Yes	16	PM & Regulatory Services	CEO	MPS - Dwayne Lottering	PMRS - Estelle Lottering	PMRS
5		Determine whether a partnership with GS Dirt is viable	GS Dirt may be a viable partner for achieving NRM goals	No	1	Office of the CEO	CEO	MPS - Dwayne Lottering	MPS - Dwayne Lottering	CEO
6		Identify community projects to get volunteers involved	Volunteers important to the sustainability of the Shire	Yes	22	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	TLPS
7		Create a GS Climate Alliance	LGA now has a mandate to decarbonise and consider climate impact. Climate alliance a good vehicle to drive advocacy	Yes	37	Office of the CEO	CEO	CEO - Grant Thompson	CEO - Grant Thompson	CEO
8		Identify advocacy positions through WALGA & GS Alliance	Researched Policies required	Yes	5	Office of the CEO	CEO	CEO - Grant Thompson	CEO - Grant Thompson	CEO
9		Create a Vermin and Pest Control Plan for the Shire	Localised pest control plans are key to sustainability	Yes	3	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	MPS
10		Create a specific noxious weed control management plan for the Shire	Localised weed control plans are key to sustainability	Yes	11	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	TLPS
11		Identify the problems that exist in the roadside verge to understand the solution	Localised roadside verge management key to sustainability	Yes	11	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	TLPS
12		Create a Roadside Biodiversity Management Plan	Localised roadside verge management plans critical	Yes	11	Property Services	MPS	MPS - Dwayne Lottering	TLPS - Eloise Brown	TLPS
13		Create a Noongar Accord to protect culturally significant sites	Identifying cultural sites are important to the Shire	Yes	28.5	Office of the CEO	CEO	CEO - Grant Thompson	CEO - Grant Thompson	CEO
14		Identify culturally sensitive sites that are within Shire mandate to protect	Identifying cultural sites are important to the Shire	Yes	5	Property Services	CEO	MPS - Dwayne Lottering	MPS - Dwayne Lottering	MPS
15		Create a co-authored management plan to protect culturally sensitive agreed sites	Identifying cultural sites are important to the Shire	No	1	Office of the CEO	CEO	MPS - Dwayne Lottering	MPS - Dwayne Lottering	MPS

8 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

9 NEXT MEETING

The next meeting of the Kojonup Natural Resource Management Advisory Committee is to be held 15 May 2025 at 5.00pm.

10 CLOSURE

There being no further business, the Presiding Member thanked the members for their attendance and declared the meeting closed at 6.20pm.

11 ATTACHMENTS (SEPARATE)

3.1 Unconfirmed Kojonup NRM Advisory Committee Meeting – 14 November 2024

7.1 NRM Status Reports

SHIRE OF KOJONUP

Kojonup



Kojonup Historical, Tourism & Cultural Committee

Minutes

4 March 2025

TERMS OF REFERENCE

• KOJONUP HISTORICAL, TOURISM & CULTURAL COMMITTEE

Established under Section 5.8 of the *Local Government Act 1995* to advise Council on Historical, Cultural and Tourism matters and projects related to improving the Historical, Cultural and Tourism assets that the Shire owns or is custodian.

The Committee is not responsible for the executive management of these functions. The Committee will engage with management in a constructive and professional manner in discharging its advisory responsibilities and formulating its advice to Council.

This committee may advise Council on:

- the collection, classification and preservation of records and other items relating to the history and culture of the Kojonup District and its people.
- the strategy and future of the Military Barracks and Elverd's Cottage noting they are important historical buildings of Western Australia.
- promotions and campaigns related to historical assets.
- Public access for research purposes.

Roles of the Committee Members:

- To volunteer and encourage other community volunteers to support the Council in its events and activities related to the historical assets;
- To cooperate with the Shire on transferring knowledge and supporting capability to manage the historical, cultural and tourism assets.

Membership

- Three (3) Community Representatives as selected and endorsed by Council

1 Councillor

1 Delegate Proxy

Supporting Team Members:

- Manager Kodja Place, Tourism and Marketing
- Chief Executive Officer or delegated nominee
- Governance and Rates Officer
- Senior Library Officer

Meetings

Meetings to be held a minimum of half yearly.

KOJONUP HISTORICAL, TOURISM & CULTURAL COMMITTEE

MINUTES

1. DECLARATION OF OPENING

The Chairperson declared the meeting open at 9.01am.

2. ATTENDANCE & APOLOGIES

Members

Cr Cindy Wieringa	Member (Chairperson)
Cr Kerry Mickle	Member
Barbara Hobbs	Community Member
Ronice Blair	Community Member
Andrew (Andy) Chandler	Community Member

Staff (Observers)

Grant Thompson	Chief Executive Officer (CEO)
Jill Watkin	Manager Kodja Place, Tourism and Marketing
Tonya Pearce	Governance and Rates Officer
Lorreen Greeuw	Senior Library Officer

Observers

Katy McLachlan
Tristan McLachlan
Maria Bauer

Apologies

3. CONFIRMATION OF MINUTES

Kojonup Historical, Tourism and Cultural Committee Meeting held 12 November 2024
([attachment 4.1](#))

OFFICER RECOMMENDATION/COMMITTEE DECISION

1KHTC Moved R Blair

Seconded A Chandler

That the minutes of the Kojonup Historical, Tourism and Cultural Committee Meeting held on 12 November 2024 be confirmed as a true and accurate record.

CARRIED 5/0

For: Cr Wieringa, Cr Mickle, B Hobbs, R Blair, A Chandler

4. BUSINESS ARISING

Nil

5. STATUS REPORT

Issue / Action #	Submitted By	Issue Description	Action(s)	Submitted Date	Actions Assigned Owner	Department	Due By Date	Category	Priority	Urgency	Action Approved	Risk	Comments/Variance Reporting on progress	Status	Estimated Completion Date	Closed Date	% ACTION COMPLETE
1	KHTC Committee	2.1 Procedure for accessioning and accessing items 2.2 – Moving to Collections WA integrating Kojonup Historical Society databases	Barbara Hobbs and Ronice Blair to follow up on the transfer of KP data	5/03/2024	MKP - Jill Watkin	Kodja Place	5/03/2025	Operations & Processes	MEDIUM	Required before 12 months	YES	MEDIUM	Ongoing	In Process			50%
2	KHTC Committee	Combined Stories (Wadjela and Noongar) at Kodja Place	New Screens	5/03/2024	MKP - Jill Watkin	Kodja Place	5/03/2025	Community	LOW	Required before 12 months	YES	LOW	Progressed	In Process			80%
3	KHTC Committee	2.3 – Estimating importance of objects and photographs	Barbara and Ronice to consider the process for prioritisation of artefacts before next meeting	5/03/2024	MKP - Jill Watkin	Kodja Place	5/03/2025	Operations & Processes	LOW	Required before 12 months	YES	LOW	Ongoing	In Process			40%
4	KHTC Committee	3.2 - Elverd's Cottage masonry maintenance	Cr Wieringa has passed on contact details of a contractor to Dwayne Lottering	5/03/2024	MPS - Dwayne Lottering	Property Services	5/03/2025	Project	MEDIUM	Required before 12 months	YES	MEDIUM	Ongoing - found two more contractors to give quotes. Dwayne Lottering to follow up	In Process			60%
5	KHTC Committee	4.2 – Old Town Walk signage	CEO Progressing with OGS	5/03/2024	MPS - Dwayne Lottering	Property Services	5/03/2025	Project	LOW	Required before 12 months	YES	LOW	Ongoing - Outdoor Great Southern has gone into liquidation. Continue with town walk trail signage, to budget for 2025/26.	In Process			0%
6	KHTC Committee	4.4 - Tours for the public, historical sites, cultural tours, etc.	Jill Watkin progressing as part of general marketing plan	5/03/2024	MKP - Jill Watkin	Kodja Place	5/03/2025	Community	MEDIUM	Must Have - 6 months	YES	MEDIUM	On hold. Refurbishing the Barracks and Elverd Cottage. Remove Cornwall House from town tours.	On Hold			0%
8	KHTC Committee	Historical and Flora & Fauna brochures to be integrated	Jill to bring to next meeting	13/08/2024	MKP - Jill Watkin	Kodja Place	12/11/2024	Operations & Processes	LOW	Nice to have 24 Months	YES	LOW	Pending - Fauna brochure ready to go out for next season.	Not Started			0%
9	KHTC Committee	List of Projects	Jill/Barbara to bring to next meeting	13/08/2024	MKP - Jill Watkin	Kodja Place	12/11/2024	Operations & Processes	LOW	Required before 12 months	YES	LOW	Complete	Closed		4/03/2025	100%
10	KHTC Committee	Mural - Memorial Hall	CEO to follow up on grant funding	4/03/2025	CEO - Grant Thompson	Office of the CEO	3/06/2025	Operations & Processes	LOW	Must Have - 6 months	YES	LOW	Follow up	Not Started	3/06/2025		0%
11	KHTC Committee	Community Fund Money	Check Allocation	4/03/2025	CEO - Grant Thompson	Office of the CEO	3/06/2025	Financial	MEDIUM	Must Have - 6 months	YES	MEDIUM		Not Started	3/06/2025		0%
12	KHTC Committee	Elverd Cottage Gardens	Clean up gardens before a busy bee can be scheduled	4/03/2025	MPS - Dwayne Lottering	Property Services	3/06/2025	Project	MEDIUM	Urgent - 2 months	YES	MEDIUM	Contact Parks and Gardens Crew for a garden tidy up and to check the reticulation.	Not Started	3/06/2025		0%

Kojonup Historical, Tourism and Cultural Committee Meeting – Minutes – 4 March 2025

13	KHTC Committee	Marleyup School	Find Key	4/03/2025	MPS - Dwayne Lottering	Property Services	30/04/2025	Assets & Infrastructure	HIGH	Urgent - 2 months	YES	LOW	Locksmith required to sort key.	In Process	30/04/2025	10%
14	KHTC Committee	Marleyup School	Refurbish Sink	4/03/2025	MPS - Dwayne Lottering	Property Services	1/05/2026	Assets & Infrastructure	LOW	Nice to have 24 Months	NO	LOW	Contact Property Services to see if the sink can be refurbished	Not Started	1/05/2026	0%
15	KHTC Committee	Marleyup School	Renew for school and art	4/03/2025	MPS - Dwayne Lottering	Property Services	2/05/2026	Assets & Infrastructure	LOW	Nice to have 24 Months	NO	LOW		Not Started	2/05/2026	0%
16	KHTC Committee	The Barracks	Various Renovations	4/03/2025	VOL - Volunteers	Volunteers	3/05/2026	Assets & Infrastructure	LOW	Nice to have 24 Months	NO	LOW	Strip outside pillars and re-varnish/re-paint. Lime paint outside front elevation. Remove furniture. Clean and polish floors - with help from the Lions Club. Re-arrange and replace furniture	In Process	3/05/2026	20%
17	KHTC Committee	Memorial Hall	Pigeon Cull and Fix Access	4/03/2025	MPS - Dwayne Lottering	Property Services	31/05/2025	Assets & Infrastructure	HIGH	Show Stopper - Need it now - 2 weeks	NO	HIGH	Finding immediate solution for removal of pigeons. Renovation/improvement to roof in the 25/26 budget. Extra security is being investigated.	In Process	31/05/2025	10%
18	KHTC Committee	Memorial Hall	Fix Internal Ceiling	4/03/2025	MPS - Dwayne Lottering	Property Services	1/09/2025	Assets & Infrastructure	MEDIUM	Must Have - 6 months	NO	HIGH	Renovation/improvement to roof in the 25/26 budget. Extra security is being investigated.	Not Started	1/09/2025	0%
19	KHTC Committee	Memorial Hall	Various Misc Renovations	4/03/2025	MPS - Dwayne Lottering	Volunteers	1/10/2025	Assets & Infrastructure	LOW	Required before 12 months	NO	LOW	Ticket Box to Men's Shed for refurbishment. Refurbishment of southern elevation room. Paint front doors. Purchase cabinets for military history display.	In Process	1/10/2025	10%
20	KHTC Committee	Memorial Hall	Celebrate Millenium	4/03/2025	VOL - Volunteers	Volunteers	3/06/2025	Community	MEDIUM	Must Have - 6 months	YES	MEDIUM	Include RSL and Kojonup Theatrical Society. Look to see when Albany's 200yr.	Not Started	3/06/2025	0%
21	KHTC Committee	Community Representative	Andy Chandler	4/03/2025	VOL - Volunteers	Volunteers	4/06/2025	Community	LOW	Must Have - 6 months	NO	LOW	Andy Chandler to approach the community for knowledge of the various cultures and histories of Kojonup.	Not Started	4/06/2025	0%
22	KHTC Committee	Elverd Cottage	Various Renovations	4/03/2025	VOL - Volunteers	Volunteers	3/05/2026	Assets & Infrastructure	LOW	Nice to have 24 Months	NO	LOW	Refurbish Stove. Move furniture and artifacts. Clean and oil floors. Clean cottage thoroughly and if feasible put on a coat of paint. Replace and re-arrange furniture. Garden busy bee - with help from Rotary	In Process	3/05/2025	10%
23	KHTC Committee	Elverd Cottage	Re-instate toilet	4/03/2025	MPS - Dwayne Lottering	Property Services	1/05/2026	Assets & Infrastructure	LOW	Nice to have 24 Months	NO	LOW	Contact Property Services to see if the toilet can be refurbished	Not Started	1/05/2026	0%
24	KHTC Committee	Myrtle Benn Cabinet	Move cabinet to Marleyup School after NAIDOC	4/03/2025	VOL - Volunteers	Volunteers	30/08/2025	Community	LOW	Nice to have 24 Months	NO	LOW	Quote for Cabinet obtained. To move cabinet to Merleyup School after NAIDOC	Not Started	30/08/2025	0%

List of Projects

Elverds Cottage:

- Refurbish stove with grant funding.
- Move furniture and artifacts, Committee and Rotary.
- Clean and oil floors, Rotary.
- Clean cottage thoroughly and if feasible put on a coat of paint.
- Replace and re-arrange furniture.
- Garden busy bee.
- Sort reticulation with Garden Crew
- Look to re-instate the use of the toilet

The Barracks:

- Strip outside pillars and re-varnish/re-paint, Lions.
- Lime paint outside front elevation, Lions.
- Remove furniture, Lions.
- Clean and polish floors, Lions.
- Re-arrange and replace furniture.
- Garden busy bee.
- Sort reticulation with Garden Crew

Marleyup School:

- Find Key
- Refurbish and make sink work
- Useable for school and art space.

Memorial Hall:

- Ticket box to Men's Shed for refurbishment.
- Decide how to celebrate Millenium – laying key stone 11/11/2025. Actual Millenium is 08/2025. Include RSL and Kojonup Theatrical Society.
- Refurbishment of southern elevation room.
- Apply for grants alongside RSL for security of the hall and purchase cabinets for military history display.
- Paint front doors

Harmony Week

- 'Why I now call Kojonup Home' modern day stories of immigration eight (8) nationalities launch on Harmony Day. Grant funding in progress. 23/03/2025

Kodja Place:

- Spring Story – Grant funding in progress.
- Landcare – exhibit in progress.
- Myrtle Benn cabinet quote obtained. Move cabinet to Marleyup School after NAIDOC week.
- NAIDOC week, school and official week.
- Photographic Exhibition with Narrogin and Katanning 'Through Local Eyes'. August 2025.

6. GENERAL BUSINESS

Item	Response/Action
Progress Update	• Memorial Hall – Pigeons, roof, theft and insurance • Marleyup School – Key, Building use • Elverd Cottage – Stone Mason. Re-furbished stove. Contractor for surround. Rotary support. Date for community garden busy bee with horticultural team. • The Barracks – Waiting for Lions confirmation. Retic Installation. • Town Walk Trail – update on funding and progress. • Kojonup Historical Society – Sue Bilney attachment 6.1
Responsibilities/Roles	• Community Representation – Andy Chandler • Collections WA & Mosaic – Report Barbara Hobbs • Gravesite Histories – Barbara Hobbs and Lorreen Greeuw • Memorial Hall Celebratory Committee – All • Computer/Laptop Management – Barbara Hobbs • Finance – Introduction of Ancestral research fees, Barabara Hobbs. Petty Cash, Ronice Blair
Grant Opportunities	• Touch screens for Elverd Cottage and Barracks • Myrtle Benn's display case • CBH Infrastructure grant for Elverds Cottage • Landcare exhibit • Sound system in sheep shed with visuals • Crackling fire in Story Place • Decoration community rooms at Kodja Place
Kodja Place	• Community computer report – Barbara Hobbs attachment 6.2 • Signage – Jill Watkin attachment 6.3 • Harmony week project Modern Immigration Stories – Jill Watkin • Spring Story – Jill Watkin

A Chandler left the meeting at 10.18am

Katy and Tristan McLachlan, owners of the Caravan Park. They have now owned the caravan park for close to six (6) months. They have big visions for the park that will take time, money and the community. Currently refreshing and rebranding with different colours. Making it more inviting for families, currently having a lot of Grey No-Mads passing through, which is great. There have been a lot of queries about hiking etc.

Katy and Tristan bought the caravan park for a lifestyle change with their family. Visibility of the park is now available with a website and online bookings. Four (4) onsite vans have been removed as they were not in a good state, there are approximately 10 onsite cabins available. Powered and unpowered sites are dog friendly, cabins aren't currently, looking to build new ones first.

Katy and Tristan are looking to plan an open day for their one (1) year 'anniversary', with a sausage sizzle and all are welcome.

7. OTHER ITEMS FOR DISCUSSION OR FURTHER RESEARCH

Strategic discussion workshop at the next Committee Meeting.

8. NEXT MEETING

The next meeting of the Kojonup Historical, Tourism and Cultural Committee is scheduled to be held 3 June 2025.

9. CLOSURE

There being no further business to discuss, the Chairperson thanked members for their attendance and declared the meeting closed at 10.51am.

UNCONFIRMED

ATTACHMENTS (SEPARATE)

4.1 – Unconfirmed minutes of a Kojonup Historical, Tourism and Cultural Committee Meeting held 12 November 2024

6.1 – Sue Bilney Meeting Notes

6.2 - Community Computer Report Feb 25

6.3 – RayFord Signs Quote

UNCONFIRMED

TERMS OF REFERENCE

AUDIT, ~~and~~ RISK & IMPROVEMENT COMMITTEE (ARIC)

Established under Section 7.1 of the *Local Government Act 1995 (Act)* - every local government must have an Audit ~~and~~ Risk & Improvement Committee (ARIC).

Terms of Reference

ARIC is responsible for assisting and independently advising Council in recommending appropriate actions ~~and~~ controls and improvements with regards to audit, risk oversight, governance, finances and systems of internal control.

Its role is to provide oversight related to significant risk exposures and control issues, including fraud risks, governance issues and other matters as necessary or requested by the CEO or Council. This is to ensure the Shire's activities are fully compliant with legislation, regulations, accounting and reporting Standards and that the Shire is executing its responsibility to the community in efficiently utilising their assets.

The ARCARIC is not responsible for the executive management of these functions. The ARCARIC will engage with management in a constructive and professional manner in discharging its advisory responsibilities and formulating its advice to Council.

The ARIC is an independent Committee of Council, advising Council on required improvements to ensure compliance.

Duties and Responsibilities:

Members of the ARCARIC are expected to observe the legal and regulatory obligations of the Local Government.

Committee members must not use or disclose information obtained through the ARCARIC except in meeting the ARCARIC's responsibilities, or unless expressly agreed by the President of the Shire.

Committee Members must adhere to the Code of Conduct for Council Members, Committee Members and Candidates and demonstrate behaviour which reflects the Shire's desired culture.

ARCARIC Members are expected to:

1. act in the best interests of the Shire as a whole;
2. apply good analytical skills, objectivity and good judgement;
3. express opinions constructively and openly, raise issues that relate to the ARCARIC's responsibilities and pursue lines of enquiry in relation to the "Risk Controls" the Shire has in place;
4. contribute the time required to meet their responsibilities; and
5. exercise due care, diligence and skill when performing their duties.

Member Duties/Responsibilities:

- Oversee the Shire's risk management, through:
 - a) Biennial review of the Shire's Risk Management Policy;
 - b) Recommending and reviewing the Shire's Risk Appetite Statement in order to recommend the organisation's Risk Tolerance to the Council;

- c) Reviewing reports on the movement of the Shire's current strategic risks, and the emergence of new strategic risks;
- d) Overseeing strategic risks which sit outside of the Shire's Risk Appetite ; and
- e) 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;
- Overseeing the Shire's processes for managing fraud and corruption, by:
 - a) Performing oversight responsibilities and advising Council;
 - b) Enquiring with the CEO and the Office of the Auditor General (OAG) about whether they are aware of any actual, suspected, or alleged fraud or corruption affecting the Shire; and
 - c) Reviewing summary reports from the CEO on communication from external parties including regulators that indicate problems in the internal control system or inappropriate management actions.
- Overseeing the Shire's financial management and legislative compliance, by:
 - a) Reviewing the Shire's annual Compliance Audit Return and reporting the results of that review to Council, in accordance with the Local Government (Audit) Regulations 1996;
 - b) Receiving and reviewing reports from the CEO regarding the appropriateness and effectiveness of the Shire's legislative compliance and ensuring any non-compliances are rectified on a timely basis;
 - c) Considering and recommending adoption of the annual financial report to Council;
 - d) 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; and
 - e) Consider and recommend adoption of the Annual Financial Report to the Council;
- Overseeing the internal audit function, by:
 - a) Assessing and making a recommendation to Council on an Internal Audit Plan to ensure that it comprehensively covers material business risks that may threaten the achievement of strategic objectives and which identifies key risks and control mechanisms;
 - b) Reviewing the quality and timeliness of internal audit reports;
 - c) Monitoring the implementation of internal audit recommendations; and
 - d) Considering the implications of internal audit findings on the organisation, its risks, and controls.
- Fulfilling responsibilities pertaining to external audit, by:
 - a) Reviewing reports from the OAG, including auditor's reports, closing reports and management letters;
 - b) Reviewing management's response to OAG findings and recommendations;
 - c) Monitoring the implementation of recommendations from external audits;
 - d) Reviewing results of relevant OAG audit reports and better practice publications for guidance on good practices, including any assessment by the CEO; and
 - e) 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.

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.

- [Fulfilling responsibilities pertaining to reviewing and advising on service area and process changes \(Continuous Improvement\) to ensure compliance, by:](#)
 - f) [Reviewing reports and reviews by the CEO on key service processes within the Shire;](#)

- [g\) Reviewing management's response to OAG findings and recommendations;](#)
- [h\) Monitoring the implementation of recommendations;](#)
- [i\) Reviewing results of relevant OAG audit reports and better practice publications on good practice, including any assessments by Management.](#)

Membership

[One \(1\) Independent Chair Role \(Presiding Member of Committee\);](#)
[One \(1\) Independent Deputy Presiding Member Role;](#)
Four (4) Councillors; and
Two (~~2~~1) Community Members.

[The independent roles will be advertised and selected by Council.](#)

Supporting Team Members

Manager Financial & Corporate Services
Governance & Rates Officer
Chief Executive Officer or delegated nominee

Meetings

Quarterly for ordinary meetings and as required related to audit functions.

~~Open to Public: No~~

Voting: Voting is in accordance with Section 5.21 of the Act.

Confidentiality: All Committee members will be required to adhere to the Shire's confidentiality requirements as per the Code of Conduct for Council Members, Committee Members and Candidates.

Conduct of Meetings: ~~ARC~~ARIC Meetings will be held in accordance with the Act, subsidiary legislation, and the Shire's Standing Orders.

Committee Sitting Fees and Reimbursements

[The Local Government Amendment Act 2023, assented to on 18 May 2023, changes the Local Government Act 1995 to provide for independent committee members to receive meeting fees. An independent committee member is a committee member who is not an elected member or an employee of the local government.](#)

[The Salaries and Allowances Tribunal \(SAT\) has issued a Determination to allow for the payment of meeting fees to independent committee members. Local governments will have the ability to set appropriate fees, within a specified range as determined by the SAT.](#)

[The Council will determine the amount of fees payable for independent members when it considers the budget fees and charges on an annual basis.](#)

[At this point in time the meetings fees are \\$0 \(Zero\). The Shire is prohibited under Section 5.98-5.99 of the Act, and Regulation 30 of the Local Government \(Administration\) Regulations 1996, to pay a council member a fee for attending the ARC.](#)

Currently, the Shire is prohibited from remunerating independent committee members; however, ~~However,~~ reimbursement of approved expenses for independent members may be paid to each independent external members in accordance with Section 5.100 of the Act.

The rules regarding remuneration for independent committee members are currently under review as part of the Local Government Reforms (2023). These guidelines are subject to any legislation changes.



Department of
**Local Government, Sport
and Cultural Industries**



Fact sheet: Reforms to governance and committees

Local Government Amendment Bill 2024

Introduction

The Local Government Amendment Bill 2024 (the Bill) proposes to change the *Local Government Act 1995* (the Act) to provide for various reforms, including the establishment of a new Local Government Inspector (the Inspector) and monitors that can provide for early intervention and assist local governments in resolving dysfunction.

In addition to the [Inspector and monitor reforms](#), a range of other second tranche reforms are being introduced that focus on good governance and decision-making at council and committee meetings:

- Revising the roles and responsibilities for the council, council members and local government chief executive officers (CEOs) to clarify the separation of powers and duties within local governments.
- Improving rules for closing part of a council or committee meeting to the public, to ensure greater transparency and that these meetings are held openly wherever possible.
- Changing audit committees to have an improved focus as “audit, risk and improvement committees” that are independently chaired, with greater clarity on how council committees should operate.

Roles and responsibilities

The role of councils is to lead and represent their communities. Councils do so by engaging with their community, making decisions and setting the strategic direction of a local government. The administrative arm of the local government is responsible for implementing decisions and plans made by council.

The roles of the council, mayors or presidents, council members and the CEO have been further clarified in the second tranche of reforms. These changes ensure there is a clear distinction between the functions and responsibilities of a council and a CEO.

All council members are expected to:

- Represent the interests of electors, ratepayers and residents of the district as well as consider the interests of other persons who work in or visit the district.
- Participate in the decision-making process of the local government at council and committee.
- Facilitate communication with the community about the local government’s decisions.
- Facilitate and maintain good working relationships with other council members and the CEO.
- Observe the separation of roles of the council and CEO.
- Make decisions on merit, evidence and law, conscious of the capacity of the local government and with consideration of the local government’s finances and resources.
- Promote an organisational culture that respects employees.
- Maintain and develop the requisite skills to effectively perform their role.

As the leader of the local government council, mayors or presidents perform the following roles in addition to their council member role:

- Provide leadership and guidance to the council and its members, including guidance about their roles.
- Act as the principal spokesperson of the local government, including at ceremonial and civic functions, in a manner consistent with the resolutions of the council.
- Preside at meetings of the council, maintaining order at those meetings and ensuring that those meetings are conducted in a manner consistent with the Act.
- Promote and facilitate positive and constructive working relationships among council members.
- Liaise with the CEO regarding the local government's affairs and performance of its functions.

The CEO is responsible for the administration and operation of the local government, including:

- Causing council decisions to be implemented.
- Managing the provision of the services and facilities that the council has determined the local government will provide.
- Determining procedures and systems to implement the local government's policies and managing the local government's administration and operations.
- The employment, management, supervision and direction of other employees.
- Ensuring that records and documents of the local government are properly kept.
- Advising and procuring advice for the council in relation to the local government's affairs and performance of its functions.
- Ensuring that the council has the information and advice it needs to make informed and timely decisions.
- Keeping the minutes of council meetings.

The CEO liaises with the mayor or president on the local government's affairs and performance of its functions and may speak on behalf of the local government, with the mayor or president's agreement.

Role clarity is vital when different roles work to achieve the same objectives. When people understand their roles, better decisions can be made and implemented more effectively, resulting in improved use of ratepayer funds.

As a minor reform, local governments will now be required to advise the Department of Local Government, Sport and Cultural Industries (DLGSC) when vacancies on the council arise.

Roles of the council and local government staff



Meetings behind closed doors

By default, under the reforms, council and committee meetings must be open to the public. In certain circumstances, part of a meeting may be closed to deal with specific information where there is a clear public interest for that information to remain confidential.

The reforms provide a much stronger definition of the limited reasons to close a meeting.

Matters where a meeting must be closed include:

- a committee of the Parliament advising the local government to be confidential
- the recruitment or employment of the CEO or a senior employee, including termination or review of the CEO's performance.

Examples of the types of information to be considered that may provide a basis for closing part of a meeting include:

- Legal advice or other matters which legal professional privilege extend to.
- Information relating to the personal affairs of an individual.
- Information contained in a tender received by the local government where that information is the tendered price or the tendered methodology for calculating that price.
- Information contained in a tender where the information discloses any technology, technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract and which is not public (and if made public would have an adverse effect on the tenderer's business interests).
- Information which would endanger the security of the local government property or operations, including cybersecurity matters.
- Information which could impair the effectiveness of an investigation or that deals with a contravention or possible contravention of the law.

The reforms clarify that:

- A decision to close part of a meeting must be made in an open part of a meeting.
- The local government is to record the reason for closing part of a meeting, including the type of information that is to be considered.
- The minutes must include a description of how the local government has sought to maximise the degree of information available to the public about the matter being considered.

The Bill also contains a new section to define irrelevant reasons for closing part of a meeting.

These include:

- the information to be considered would cause embarrassment to the local government, council, or any individual
- the matter is controversial
- making the information public would result in criticism.

The new Inspector will be able to review a decision to close part of a meeting to the public.

From 1 January 2025, all local governments will be required to audio record parts of a meeting that are closed to the public. Additionally, as proposed in the Bill's reforms, the Inspector will be able to order that the local government release the audio recording to the public if the Inspector determines that the meeting was not closed in accordance with the Act or regulations.

Audit, risk and improvement committees

Audit committees will be revised as audit, risk and improvement committees (ARICs). ARICs must have an independent presiding member to ensure a level of neutrality and impartial oversight in chairing these meetings. An independent presiding member must be a person who is not a council

member of a local government or an employee of the local government. If a deputy presiding member is appointed, they must also be independent.

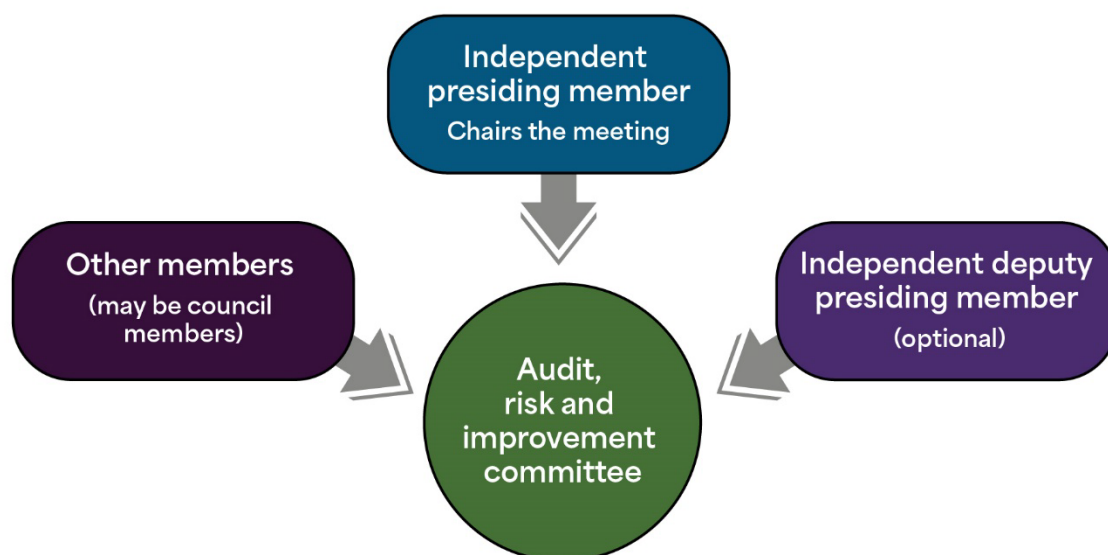
The introduction of an independent presiding member provides an opportunity for increased community confidence in a local government's financial and risk management. Local government operations may also benefit through appointing an independent chair with risk and financial management expertise that may otherwise be unavailable.

This reform reflects modern governance practices in State Government authorities and agencies as well as private corporations.

In relation to the current Act, an audit committee is required to be established comprising 3 or more persons appointed by absolute majority by a local government. Most of the members must be council members. The CEO or a local government employee cannot be a member.

Audit, risk and improvement committee model

The new audit, risk and improvement committee will comprise the following roles, with a total of 3 or more members.



Under the proposed amendments in the Bill, an ARIC now requires an independent presiding member. A local government can choose to appoint an independent deputy presiding member to chair the meeting if the independent presiding member is unable to do so.

If a local government chooses not to nominate a deputy presiding member, the council will need to appoint an independent proxy to chair the meeting should the need arise.

Smaller local governments may also now choose to share an ARIC to reduce the burden on their resources.

Council committees

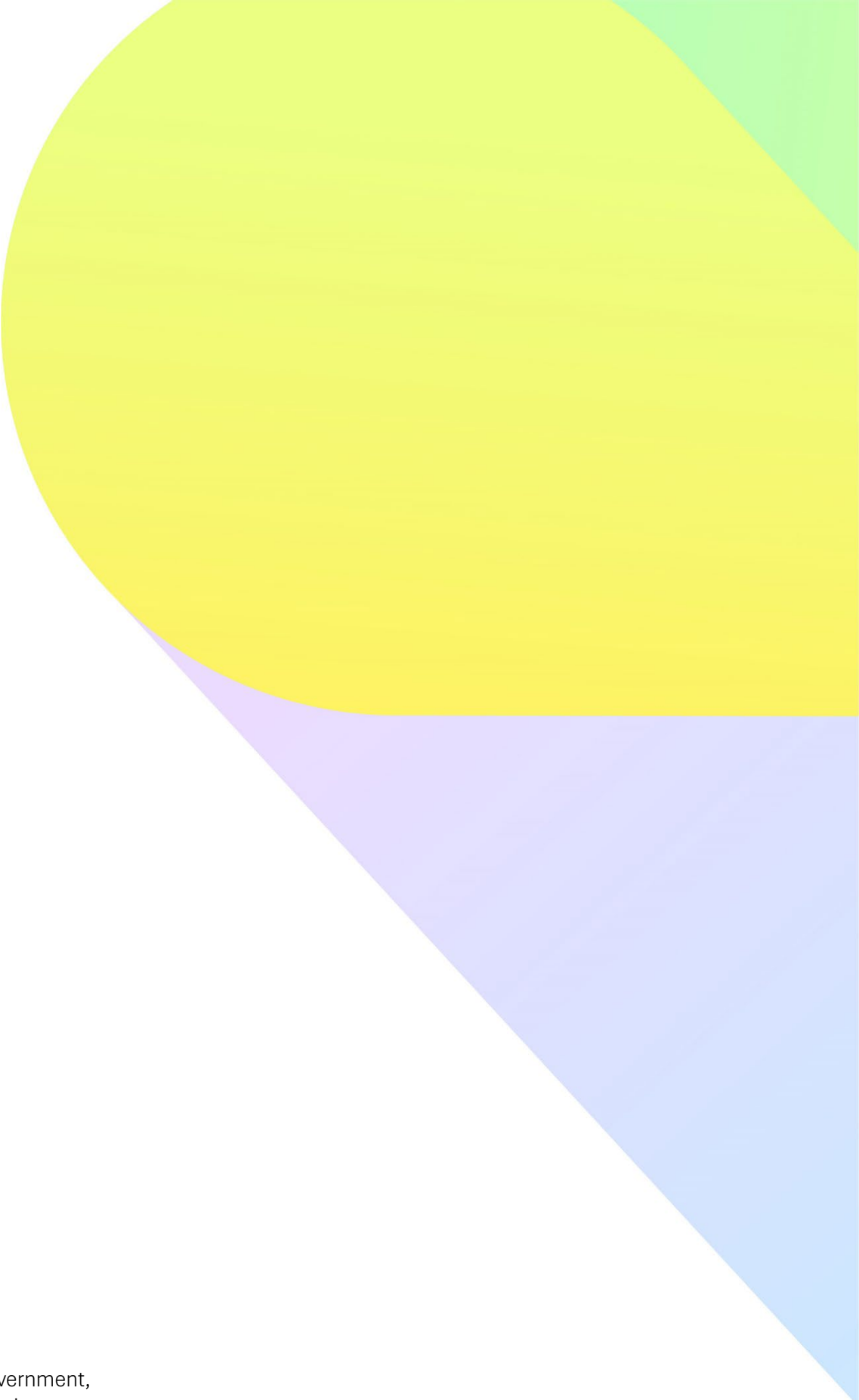
The Bill includes changes to allow for greater transparency and clarity on how council committees operate.

Council can now establish committees that have either an advisory or decision-making function and are generally open to the public.

The appointment process for the presiding member and deputy presiding member has also been simplified. Councils will appoint these roles, instead of the committee electing those roles by secret ballot.

Local governments are still able to establish informal working groups, which are not committees, to engage with their community or develop ongoing networks.

Questions? Get in touch with DLGSC via email to actreview@dlgsc.wa.gov.au



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SALARIES AND ALLOWANCES ACT 1975

DETERMINATION VARIATION

PREAMBLE

The *Local Government Amendment Act 2023*, assented to on 18 May 2023, changes the *Local Government Act 1995* to provide for independent committee members to receive meeting fees. An independent committee member is a committee member who is not an elected member or an employee of the local government. The Salaries and Allowances Tribunal has issued a Determination to allow for the payment of meeting fees to independent committee members. Local governments will have the ability to set appropriate fees, within a specified range.

DETERMINATION

The Local Government Chief Executive Officers and Elected Members Determination No. 1 of 2023, issued on 6 April 2023, under sections 7A and 7B(2) of the *Salaries and Allowances Act 1975*, as amended from time to time, are hereby varied by a Determination set out below.

- Under Part 1.4 Terms used, insert the following:
Independent committee member means a person who is a committee member but who is neither a council member nor an employee.
- Under Part 6.1.2, insert the following:
"3. Pursuant to section 5.100(2)(b) and (3)(b) of the LG Act, a committee member who is not an elected member or employee of the local government, who attends a committee meeting or (at the request of the local government or regional local government) a meeting of a type prescribed in regulation 30(3A) of the LG Regulations is entitled to be paid the fee set by the local government or regional local government within the range determined in section 6.3 of this Part for attending committee meetings or, as the case requires, meetings of that type.
- Delete Part 6.3 and insert the following:
6.3 Committee Meeting and Prescribed Meeting Attendance Fees – Per Meeting
(1) The ranges of fees in Table 6 apply where a local government or regional local government decides to pay a council member or independent member a fee referred to in –
 - section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
 - section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.
 - section 5.100(2)(a) of the LG Act for attendance at a committee meeting

- section 5.100(2)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.

Table 6: Committee meeting and prescribed meeting fees per meeting – local governments and regional local governments

	Elected members		Independent committee members	
Band	Minimum	Maximum	Minimum	Maximum
1	\$325	\$415	\$0	\$415
2	\$195	\$305	\$0	\$305
3	\$100	\$215	\$0	\$215
4	\$50	\$125	\$0	\$125
All regional local governments	\$50	\$125	\$0	\$125

Signed on 23 October 2023.

M Seares AO
CHAIR

B A Sargeant PSM
MEMBER

Hon. J Day
MEMBER

SALARIES AND ALLOWANCES TRIBUNAL

TERMS OF REFERENCE FOR ADVISORY COMMITTEES OF COUNCIL

• KOJONUP KENEANG NOONGAR ADVISORY COMMITTEE

Established under Section 5.8 of the *Local Government Act 1995* to advise Council on matters and projects related to the Keneang Noongar Community in the Shire of Kojonup.

The Committee is not responsible for the executive management of these functions. The Committee will engage with management in a constructive and professional manner in discharging its advisory responsibilities and formulating its advice to Council.

Roles of the Committee Members:

- To volunteer and encourage other community volunteers to support the Council in its strategic purpose
- Advise the Council on all matters related to Keneang Noongar Community

Membership

- six (6) Community Representatives as selected and endorsed by Council
- Three (3) Councillors

Supporting Team Members:

- Chief Executive Officer or delegated nominee
- Governance and Rates Officer
- Community Development Officers as directed by the CEO

Meetings

The Kojonup Keneang Noongar Advisory Committee shall meet as deemed appropriate by the Chairperson, and at least four times per year.

The Shire of Kojonup is committed to working with the Keneang Noongar people of Kojonup to promote a greater understanding throughout the community of Aboriginal and Non Aboriginal people's history and culture.

The Shire of Kojonup recognise the cultural and spiritual links that Noongar people have to the land.

The Shire of Kojonup acknowledges local Aboriginal people live according to their traditional values, subject to the law, and will respect Noongar places of cultural significance.

In developing the Terms of reference the following broad subject areas were identified to give direction to this committee on what it may advise Council on:

- Keneang Noongar Cultural aspects of the Shire of Kojonup
- Keneang Noongar Community issues
- Cross cultural awareness;
- Consultative mechanisms and liaison;
- Social and economic planning;

- Environment;
- Local history and site conservation;
- Employment, Education and Training;
- Young Keneang Noongar people.

Terms of Reference

The Committee is to recommend and advise Council on appropriate partnership arrangements to more effectively align Aboriginal Culture and Community values.

The Committee's role is to guide the Council on the areas where research will enhance the economic, environmental, cultural and social outcomes within the Shire.

Aims and Objectives

To work collaboratively with the community under the following five (5) main areas:

Cross Cultural Awareness & Understanding

- To improve awareness and understanding of Keneang Noongar Aboriginal culture and customs amongst Elected Members and the Shire of Kojonup Team Members.
- To improve the status and recognition of Keneang Noongar Aboriginal people within the community.
- To raise awareness of Keneang Noongar Aboriginal cultural issues within the broader community.
- To consider and advise Council on a Reconciliation Action Plan (RAP) within the Shire of Kojonup

Consultation

- To provide an ongoing avenue of liaison and consultation between Council and the Keneang Noongar Aboriginal Community.
- To ensure that Keneang Noongar Aboriginal people are consulted on all relevant issues.

Social & Economic Planning

- To provide Keneang Noongar Aboriginal people with an opportunity to be actively involved in social and economic planning processes of the Shire of Kojonup.
- To increase the involvement of Keneang Noongar Aboriginal people in civic and community affairs.

Environment

- To recognise the traditional and cultural links that Aboriginal people have with the environment and to ensure those links continue.
- To ensure that Keneang Noongar Aboriginal people are given an ongoing involvement in the management of the environment.

- To raise awareness of the significance of indigenous flora and fauna to traditional Keneang Noongar Aboriginal culture.

Local History & Site Conservation

- To increase awareness and understanding of local Keneang Noongar Aboriginal history.
- To ensure that sites that are culturally significant to Keneang Noongar Aboriginal people are treated with dignity and respect.

Employment Education & Training

- Discuss and advise on improving employment opportunities for Keneang Noongar Aboriginal people.
- Discuss and advise on improvements to the retention of young Aboriginal people in primary, secondary and tertiary education.

Young People

- To advise on methods to increase self-esteem and pride within the young Keneang Noongar Aboriginal Community.
- To advise on methods to increase the involvement of young Keneang Noongar Aboriginal people in recreational activity.
- To advise on methods to enhance the employment prospects of young Keneang Noongar Aboriginal people.
- To advise on methods to help reduce the incidence of crime and anti-social behaviour involving young Keneang Noongar Aboriginal people.

Specific Identified Projects

Advise on the Management of the Spring and other culturally sensitive sites.

Reconciliation Action Planning.

Provide leadership within the Keneang Noongar Aboriginal and broader community;

Promote a positive attitude towards the sustainable management and use of all resources.