SHIRE OF KOJONUP

AGENDA

Ordinary Council Meeting

22 July 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, 22 July 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
18 July 2025

AGENDA FOR AN ORDINARY COUNCIL MEETING TO BE HELD ON 22 JULY 2025

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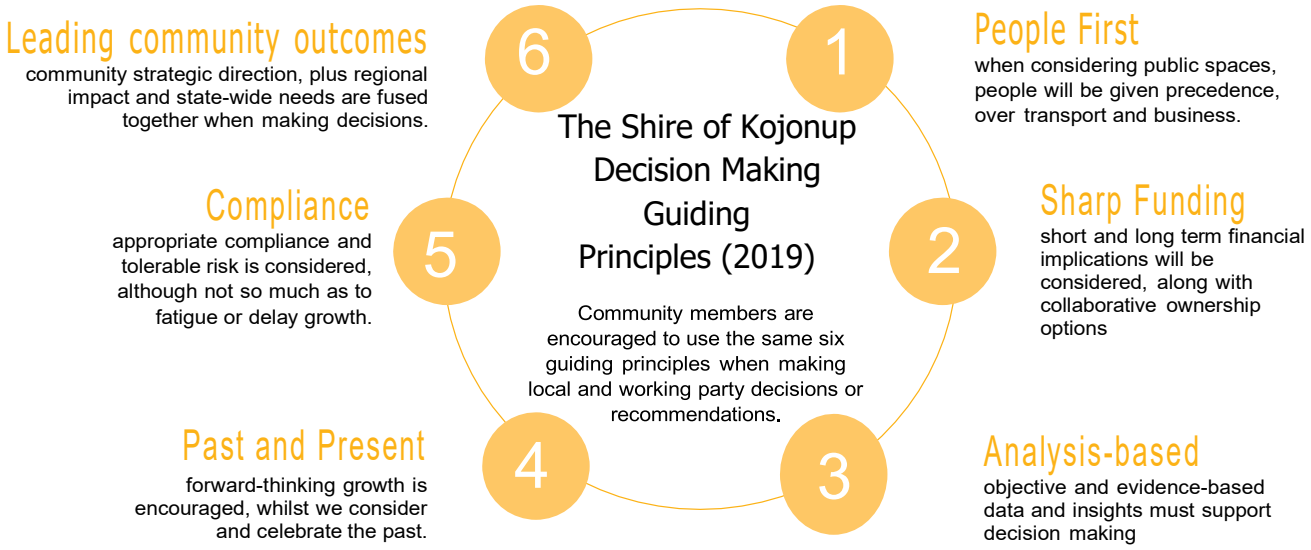
The Shire of Kojonup has a set of six guiding principles it uses when making decisions. These principles are checked and enhanced every two years in line with the Strategic Community Plan review schedule.



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 24 JUNE 2025

Unconfirmed Minutes of an Ordinary Council Meeting held 24 June 2025 are at attachment 6.1.1.

OFFICER RECOMMENDATION

That the Minutes of an Ordinary Council Meeting held 24 June 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 PROPOSED LOCAL PLANNING POLICY NO. 10 – WIND FARMS / WIND TURBINES

AUTHOR	Steve Thompson- Consultant Planner, Edge Planning & Property
DATE	Thursday, 10 July 2025
FILE NO	M – 1829138942-10
ATTACHMENT(S)	9.1.1.1- Publicly advertised draft Policy 9.1.1.2- Submissions 9.1.1.3- Western Australian Planning Commission Position Statement: Renewable Energy Facilities 9.1.1.4- Recommended final adopted version of Local Planning Policy 10 – Wind Farms/Wind Turbines 9.1.1.5- *Planning and Development (Local Planning Scheme) Regulations 2015*

'PLACEMAKING' STRATEGIC COMMUNITY PLAN 2023 – 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 Economics Performance	2. Proactive Community Spirit 5. Assisted New Business 12. A High Performing Council	2.6 Wellbeing advancement 5.1 Industrial land release

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 inform Council of the public consultation outcomes and to seek Council's final adoption of *Local Planning Policy No. 10 Wind Farms / Wind Turbines*.

BACKGROUND

At the Ordinary Council Meeting on 20 August 2024, the Council passed the following motion at minute No 90/24:

'That Council:
1. Adopt the draft Local Planning Policy No. 10 - Wind Farms for the purpose of public advertising.
2. Authorise the Chief Executive Officer to advertise the draft policy as required and
3. Present any community feedback to Council for consideration.
4. Amend 3H in the Policy

From:
'Ensure that wind farms are located so as not to have any detrimental impact on Kojonup views from Kojonup townsite or any other residential areas, such as Muradup and Jingalup.'
To:
'Ensure that wind farms are located so as not to have a significant impact on Views from the Kojonup, Muradup and Jingalup townsites.'

In accordance with the Council resolution, the Shire administration consulted extensively for a six (6) week period from 25 November 2024 to 6 January 2025. The publicly advertised draft Policy is outlined in Attachment 9.1.1.1.

The Shire received nine (9) submissions on the draft Policy which are outlined in Attachment 9.1.1.2. One submitter made two (2) submissions. A range of views were expressed including the need for the Policy, the impacts and benefits of wind farms and key matters for the Council to consider. Four (4) submissions sought to 'soften' the Policy, while five (5) submissions sought to 'harden' the Policy.

Issues raised in the submissions included:

- A key issue relates to wind turbines setbacks from non-host landholdings with a range of suggestions;
- There is a need to protect traditional agricultural and related activities, with also a need to diversify the local economy and support employment opportunities;
- There is a need for additional renewable energy in Western Australia and the Council should support new renewable energy facilities;
- Wind farms are compatible with agriculture;
- Wind farms should not have detrimental impacts on neighbouring or nearby landowners;
- Consider the suitability and impacts on local roads;
- Consider the impacts of aviation and aerial spraying near turbines;
- Potential increased bushfire risks and potential impacts of wind turbines drying pastures;
- Wind farm proponents support local communities such as through a community fund;
- Seek to extend the consultation period on the draft Policy; and
- Finalising the Policy can assist the Shire from costs associated with compliance.

Attachment 9.1.1.3 sets out in the Western Australian Planning Commission (WAPC) *Position Statement: Renewable Energy Facilities*.

COMMENT

Following a review of the submissions, it is recommended that Council grant final adoption to the version of the Policy set out in Attachment 9.1.1.4. This incorporates modifications from the version that was publicly advertised. The modifications are a result of the submissions, to not duplicate the WAPC *Position Statement: Renewable Energy Facilities* and to regroup various sections. The modified Policy is more succinct than the advertised draft Policy. It still covers the same issues and highlights the need for appropriate separation distances from neighbouring dwellings and non-host property boundaries.

Wind farms present an opportunity to contribute to a clean and sustainable source of power and support economic development. However, it is crucial to manage these developments to minimise impacts on the environment, landscape and local communities.

The Policy sets out matters the local government requires to be suitably addressed in a Development Application. The Policy includes policy provisions relating to:

- Siting, Separation Distances and Noise Impacts;
- Other Environmental and Social Impacts;
- Visual and Landscape Impact;
- Traffic Impacts and Road Contributions;
- Community Benefit Fund; and
- Decommissioning.

In relation to the Community Benefit Fund, it is highlighted there is no current statutory backing for a Community Benefit Fund or similar. In the foreseeable future, this would be a negotiated arrangement with the proponent. It is suggested the Shire review Commonwealth and/or State schemes, programs and guidelines relating to renewable energy and consider implications for the Shire.

The Policy sets out that no development approval is required for a domestic scale wind turbine servicing a single residence or a farming operation where infrastructure is contained on one lot and where it meets Scheme setback requirements for the zone. This is subject to the works not impacting a heritage-protected place. Development approval is required for all other wind farm and renewable energy facility development.

The Council has the following options:

- Proceed with the Policy without modification; or
- Proceed with the Policy with modification; or
- Defer and seek additional information; or
- Not to proceed with the Policy.

CONSULTATION

The Shire administration undertook extensive consultation on the draft Policy for a six (6) week period. This included writing to and inviting comments from relevant stakeholders, placing a public notice in a local paper, details on the Shire's Facebook page, placing details on the Shire website and having information available at the Shire office.

STATUTORY REQUIREMENTS

Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015 and *Shire of Kojonup Town Planning Scheme No.3*.

Attachment 9.1.1.5 is the *Planning and Development (Local Planning Schemes) Regulations 2015* which sets out matters relating to making and amending local planning policies. This includes that draft policies need to be advertised for at least 21 days. The Shire met and exceeded the requirements in the Regulations.

POLICY IMPLICATIONS

These are addressed in this report and in the attachments. Finalisation of the Policy will set the framework to future wind farm development within the Shire. The Policy will inform future development applications and planning decisions, ensuring that wind farm development projects are developed responsibly and sustainably.

Local planning policies are non-statutory documents which provide guidance to assist the local government in its decision making. Accordingly, the local government is not bound by the Policy but is required to have regard to the Policy in determining development applications.

Relevant informing policy documents include:

- Position Statement: Renewable Energy Facilities
- *State Planning Policy 2.5 Rural Planning*
- *State Planning Policy 4.1 Industrial Interface*

FINANCIAL IMPLICATIONS

There were Shire costs in advertising the draft Policy.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
6. Engagement	Inadequate documentation or procedures	Public notices / local papers / website communication	Nil
7. Environment	Inadequate local laws / planning schemes	Environmental management compliance	Nil
Risk rating: Adequate			
IMPLICATIONS			
The Shire has met the statutory requirements in seeking comment on the draft Policy. Any future amendment to the Policy requires community and stakeholder consultation. It is expected that final adoption of the Policy will mitigate risks by providing clear guidelines for the assessment and management of wind farm projects in the future.			

ASSET MANAGEMENT IMPLICATIONS

Nil at this stage. The Policy considers impacts on Shire managed roads.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS
Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Pursuant to Schedule 2, Part 2 and Clause 4(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant final adoption to *Local Planning Policy No. 10 – Wind Farms / Wind Turbines* as set out in Attachment 9.1.1.4.

2. Note the Shire administration will arrange to publish a copy of the notice relating to the final adopted policy on the Shire website and in a local newspaper.

3. Thank submitters for making a submission.

9.1.2 PROPOSED SHADE SHELTER (GAZEBO) - KOJONUP CEMETERY, TUNNEY ROAD, KOJONUP (LAND ID 1929358)

AUTHOR	Steve Thompson - Consultant Planner, Edge Planning & Property
DATE	Friday, 4 July 2025
FILE NO	M-1967563435-21
ATTACHMENT(S)	9.1.2.1 – Lions Cemetery Planning 9.1.2.2 – 2025.5.11 Shire of Kojonup Official Letter cemetery project

'PLACEMAKING' STRATEGIC COMMUNITY PLAN 2023 – 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 Performance	2. Proactive Community Spirit 12. A High Performing Council	2.6 Wellbeing advancement

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 shade shelter at the Kojonup Cemetery.

BACKGROUND

The applicant seeks approval to construct a shade shelter (gazebo) to provide shade and shelter for visitors to the cemetery. The proposed gazebo will have a gabled roof with open sides and will be located at the main gathering entrance of the cemetery. The proposed gazebo is 12.5 metres long, 8.5 metres wide and 3.5 metres high to enable access of service vehicles. The existing trees that line the entrance to the cemetery will not be impacted by the structure.

A site plan and details relating to the structure are set out in Attachment 9.1.2.1.

COMMENT

The proposed shade shelter is supported. 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 objectives of the Public Purposes Reserve in the Scheme;
- The proposed development will not create amenity impacts but instead provides shelter and shade to those attending the cemetery;
- It does not impede on service vehicles entering the cemetery;
- The existing trees are not impacted; and
- There are no objections from other Shire officers/units.

ALTERNATIVE OPTIONS AND THEIR IMPLICATIONS

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

1. *Not approve the proposal*
2. *Approve the proposal* - the Council can choose to approve the application, with or without conditions.
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

No consultation has been undertaken.

STATUTORY REQUIREMENTS

Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Kojonup Town Planning Scheme No. 3 (TPS3)

The site is reserved as 'Public Purposes' in TPS3. Clause 2.2 of the TPS3 text requires the local government to consider the objectives and purpose of the reserve.

The site is located within a bushfire prone area as designated by the Fire and Emergency Services Commissioner.

POLICY IMPLICATIONS

State Planning Policy 3.7 Bushfire

FINANCIAL IMPLICATIONS

Nil

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
Risk rating: Adequate			
IMPLICATIONS			
Applicants need to ensure that Development Applications accord with the intent of the Shire of Kojonup Town 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

That Council grant Development Approval for a shade shelter (gazebo) at the Kojonup Cemetery, Tunney Road, Kojonup (Land ID 1929358) *pursuant to Schedule 2, Clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015* and subject to the following conditions and advice note:

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. If the development subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect. Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Advice

A) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

9.2 KEY PILLAR 'ECONOMICS' REPORTS

Nil

9.3 KEY PILLAR 'VISITATION' REPORTS

Nil

9.4 KEY PILLAR 'PERFORMANCE' REPORTS

9.4.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (JUNE 2025)

AUTHOR	Jill Johnson – Manager Financial and Corporate Services
DATE	Thursday, 17 July 2025
ATTACHMENT(S)	9.4.1.1 – Monthly Financial Statements; 1 June 2025 to 30 June 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 30 June 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 June 2025 to 30 June 2025 represents eleven (12) months, or 100% of the year.

The following items are worthy of noting:

- Closing surplus position of $2,466,502.
- Capital expenditure achieved 60.4% of budgeted projects.
- Cash holdings of $3,586 of which $1,135m is held in cash backed reserve accounts and $2,451 is unrestricted cash.
- Rates debtors outstanding equate to 6% 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 2.1.5 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 30 June 2025, as attached, be noted.

9.4.2 MONTHLY PAYMENTS LISTING – JUNE 2025

AUTHOR	Rachael Egerton-Warburton – Finance Officer
DATE	Monday, 14 July 2025
ATTACHMENT	9.4.2.1 - Monthly Payment Listing June 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 month of June 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 2.1.1 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 June 2025		TO – 30 June 2025
Municipal Cheques	14403	$15,649.05
EFTs	36246-36445	$1,192,705.09
Direct Debits		$404,106.89
Total		$1,612,461.03

be received.

9.4.3 IMPOSITION OF FEES AND CHARGES, AND RUBBISH REMOVAL CHARGES FOR 2025/2026 ANNUAL BUDGET

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Thursday, 17 July 2025
ATTACHMENT(S)	9.4.3.1 – FY 2025-2026 Fees and Charges

'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 Council to consider the imposition of -

1. Fees and charges for the 2025/2026 financial year;
2. Rubbish removal charges and recycling removal charges for the 2025/2026 financial year.

BACKGROUND

Sections 6.16 to 6.19 of the *Local Government Act 1995* govern how a local government may impose fee and charges for the provision of goods or services.

Section 6.16 states:

6.16. Imposition of fees and charges

(1) A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

**** Absolute majority required.***

(2) A fee or charge may be imposed for the following —

(a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;

(b) supplying a service or carrying out work at the request of a person;

(c) subject to section 5.94, providing information from local government records;

(d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;

(e) supplying goods;

(f) such other service as may be prescribed.

(3) Fees and charges are to be imposed when adopting the annual budget but may be —

(a) imposed during a financial year; and*

(b) amended from time to time during a financial year.*

**** Absolute majority required.***

6.17. Setting level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

(a) the cost to the local government of providing the service or goods; and

(b) the importance of the service or goods to the community; and

(c) the price at which the service or goods could be provided by an alternative provider.

(2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.

(3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —

(a) under section 5.96; or

(b) under section 6.16(2)(d); or

(c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.

(4) Regulations may —

(a) prohibit the imposition of a fee or charge in prescribed circumstances; or

(b) limit the amount of a fee or charge in prescribed circumstances.

6.18. Effect of other written laws

(1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —

(a) determine an amount that is inconsistent with the amount determined under the other written law; or

(b) charge a fee or charge in addition to the amount determined by or under the other written law.

(2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.

Sections 67 and 68 of the *Waste Avoidance and Resource Recovery Act 2007* also apply to the imposition of rubbish and recycling removal charges. Section 67 of the *Waste Avoidance and Resource Recovery Act 2007* states:

67. Local government may impose receptacle charge

(1) A local government may, in lieu of, or in addition to a rate under section 66, provide for the proper disposal of waste, whether within its district or not, by making an annual charge per waste receptacle, payable in one sum or by equal monthly or other instalments in advance, in respect of premises provided with a waste service by the local government.

(2) The charge is to be imposed on the owner (as defined in section 64(1)) or occupier, as the local government may decide, of any premises provided with a waste service by the local government.

(3) The provisions of the Local Government Act 1995 relating to the recovery of general rates apply with respect to a charge referred to in subsection (1).

(4) In the case of premises being erected and becoming occupied during the year for which payment is to be made, the charge for the service provided is to be the sum that proportionately represents the period between the occupation of the premises and the end of the year for which payment is made.

(5) Notice of any charge made under this section may be included in any notice of rates imposed under section 66 or the Local Government Act 1995, but the omission to give notice of a charge does not affect the validity of the charge or the power of the local government to recover the charge.

(6) A charge may be limited to premises in a particular portion of the area under the control of the local government.

(7) Charges under this section may be imposed in respect of and are to be payable for all premises in respect of which a waste service is provided, whether such premises are rateable or not.

(8) A local government may make different charges for waste services rendered in different portions of its district.

Section 68 of the *Waste Avoidance and Resource Recovery Act 2007* states:

68. Fees and charges fixed by local government

Nothing in this Part prevents or restricts a local government from imposing or recovering a fee or charge in respect of waste services under the Local Government Act 1995 section 6.16.

COMMENT

Fees and Charges schedule (attachment 9.4.3.1) for reference. There are no recommended changes to the rubbish removal charges from the previous year.

Incorporated into the Schedule of Fees and Charges are the following Rubbish Removal Charges relating to the 2025-2026 financial year:

Annual Fee GST Exclusive

Waste & Recycling Collection – weekly/fortnightly service	$420.00

Additional Waste Collection 240lt bin	$250
Additional Recycling Collection 240lt bin	$210

The main fees and charges that have changed, and their variances, in the 2025/2026 budget year on year are summarised in the following Tables (refer to attachment 9.1.3.1 for more detailed information):

Motor Vehicle Licensing	***Variance***
Shire of Kojonup Local Authority Number Plates (This is addition to the Dept of Transport fees set by the Dept of Transport - as at 1 July 2025)	-$ 225.00
Impounding - All stock/head	$ 110.00
Daily Sustenance fees/head	$ 55.00
Destruction - All stock /head	$ 110.00
Ranger Services Labour Hire (per hour)	$ -
Ranger Attendance (8am -5pm)	$ 90.00
Ranger Attendance (5pm - 8am)	$ 216.00
Approval to Breed Dogs - 1 Year/per breeding	$ 100.00
Approval to Breed Cats - 1 Year/per breeding	$ 100.00
Application and License to keep approved dog kennel establishment (Annual)	$ 200.00
Application and License to keep approved cat pound establishment (Annual)	$ 150.00
Dog kept in approved kennel establishment licensed under section 27 (Normal dog)	$ 200.00
Dog kept in approved kennel establishment licensed under section 27 (Working dog)	$ 50.00
Microchipping of Impounded Dog	$ 25.00
Microchipping of Impounded Cat	$ 25.00
Disposal of small animal carcasses	$ 110.00
Fire Maps	
Fire Maps - A3 size	$ 5.00
Fire Maps - A1 Size	$ 10.00
Installing of Fire Breaks - Contract work	
Administration Fee to arrange Non-compliant fire breaks	$ 137.41
Fines Enforcement Registry - Registration Fee Increase 2025-2026	
Final Demand	$ 27.60
Fee for Enforcement Certificate	$ 23.50
Fee for Registering Infringement	$ 88.50
Health Services	
Environmental Health Officer	
Food Premises Registration	$ 255.00
Caravan Park or Camping Grounds (schedule 3 of Regulations)	
Registration of Lodging Houses	$ 250.00

Independent Living Units (Loton Close)		
4 Weekly Maintenance - Units		
North Units - Rent per week (existing tenants as at 1 July 2015)	$	5.00
North Units - Rent per week (new tenants after 1 July 2015)	$	5.00
South Units - Rent per week	$	5.00
Soldier Rd Units - Rent per week	$	5.00
Bond		
Housing Rental - Per Week	$	-
8c Newton Street	$	5.00
12b Elverd Street	$	5.00
Lot 8 Soldier Road	$	5.00
26 Katanning Road	$	5.00
30 Katanning Road	$	5.00
34 Katanning Road	$	5.00
15 Loton Close	$	5.00
Cemeteries		
Right of Burial		
Form of Grant of Right of Burial/Interment		
Land 2.4m x 1.2m where directed by Trustees	$	15.00
Reservation of Plot	$	5.00
Interment Fees		
Double Interment at the same time	$	1,500.00
Interment of Ashes into burial plot	$	500.00
Miscellaneous Cemetery Charges		
Urn & Decanting of Ashes (if required)	$	20.00
Cemetery Licences		
Monumental Licence Annual Licence Fee	$	350.00
Sanitation - Refuse		
Additional Rubbish Bin	$	120.00
Sewerage		
Local Government Report Fee (when EHO approval is needed)	$	118.00
Town Planning - Scheme Amendment / Structure Plan		
LPS Amendment - Basic		3500
LPS Amendment - Standard		6600
LPS Amendment - Complex		9900
Structure Plan		6600
Memorial Hall and Lesser Hall - Additional Charges		
Memorial Hall and Lesser Hall - **Bonds** (**Refundable**)		
- With liquor per booking	$	200.00

Recreation Sporting Complex		
Recreation Sporting Complex - Day OR Evening (or part thereof)		
Private and/or Commercial:		
Main Upstairs Function Room & Kitchen	$	50.00
Recreation Sporting Complex - Additional Charges		
Recreation Sporting Complex - Bonds (Refundable)		
- Standard Hire Bond		
- Hire Bond (with alcohol)	$	50.00
Miscellaneous Planning Fees		
Permanent road closure application	$	1,500.00
Information Research (Town Planner) per hour	$	186.00
Saleyard and Washdown Bay		
Fob Key	$	40.00
Vehicle Impound Fees		
- Storage of Abandoned Vehicles (per day)	$	5.00
Labour Hire (per hour) Normal Working Hours - (overtime rates apply outside of normal working hours)		
Labour Hire - Private Works	$	5.00

CONSULTATION

Management Team

STATUTORY REQUIREMENTS
Local Government Act 1995 s.6.16 to s.6.19.
Waste Avoidance and Resource Recovery Act 2007, s67 and s68.

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
All fees listed in the attached schedule have been incorporated into the Draft Budget.

RISK MANAGEMENT IMPLICATIONS
Nil

ASSET MANAGEMENT IMPLICATIONS
An appropriate list of fees and charges can assist to fund the required asset management activities.

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

VOTING REQUIREMENTS
Absolute Majority

OFFICER RECOMMENDATION

That Council, pursuant to Sections 6.16 of the Local Government Act 1995 and Section 67 of the Waste Avoidance and Resource Recovery Act 2007, adopts the fees and charges, as listed in the Schedule of Fees and Charges for 2025/2026, and incorporates the Schedule of Fees and Charges into its 2025/2026 annual budget.

9.4.4 APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON FOR LOCAL GOVERNMENT COMMITTEES

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Friday, 11 July 2025
ATTACHMENT(S)	Nil

'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
Amendments to the Local Government Act 1995 now require that Council formally appoint the Chairperson and Deputy Chairperson to committees established under section 5.8. Excluding the Audit, Risk and Improvement Committee and committees established under other Acts, are required to appoint Committee Chairs by absolute majority at an Ordinary Meeting of Council.

BACKGROUND
Recent amendments to section 5.12 of the Local Government Act 1995 remove the ability for committee members to elect their own Chairperson. The Chair and Deputy Chair are to be appointed from within the elected members group.

Considering these changes, Council may wish to reconsider the status of the Roads and Technical Services Advisory Committee in the context of establishing this as a working group. This is recommended as it makes sense as it is an internal Council meeting with no community members.

The Audit, Risk and Improvement Committee has established an Independent Chairperson at its 24 June 2025 Ordinary Council Meeting. A Deput Chairperson is yet to be appointed.

"79/25 Moved Cr Mathwin Seconded Cr Mickle

That Council appoints the following independent chairperson to the Audit, Risk and Improvement Committee:
Independent Chairperson – Cathrine Ivey

CARRIED 7/0
For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle"

COMMENT

The Council has the following committees established under section 5.8 of the Act

Audit, Risk and Improvement Committee
Cr Bilney
Cr Mickle
Cr Mathwin
Cr Webb
Cathy Ivey (Independent Chair)

Natural Resource Management Committee
Cr Bilney (Chair)
Cr Egerton-Warburton
Kath Mathwin
Prue Batchelor
Observers (Wagyl Kaip & Southern Dirt)

Bush Fire Advisory Committee
Cr Bilney (Chair)
Cr Mathwin
Cr Webb
Cr Radford

Disability, Access, Inclusion and Health Committee
Cr Bilney (Chair)
Cr Mathwin
Cr Egerton-Warburton
Kevin Broom
Cathy Ivey
Lorenzo Prandi

Historical, Tourism and Cultural Committee
Cr Wieringa (Chair)
Cr Mickle
Barbara Hobbs
Ronice Blair
Andrew Chandler
Observer (Katy from Caravan Park)
RSL

Roads and Technical Services Advisory Committee
Cr Radford (Chair)
Cr Egerton-Warburton
Cr Webb

CONSULTATION

CEO

STATUTORY REQUIREMENTS
Sections 5.8 and 5.12 *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
6. Engagement	Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Community-based Committees, forums & workshops	Review Legislative requirement for Communications Plans
Risk rating: ***Moderate***			
IMPLICATIONS There are two implications 1. not complying with the local government reforms and regulations, 2. Not having effective representation can stifle community involvement.			

ASSET MANAGEMENT IMPLICATIONS
Nil

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

VOTING REQUIREMENTS
Absolute Majority

OFFICER RECOMMENDATION
In terms of section 5.12 of the *Local Government Act 1995* the following Chairperson and Deputy Chairperson is appointed to the relevant committees established in terms of section 5.8 of the *Local Government Act 1995.*

Natural Resource Management Committee
Chairperson:
Deputy Chairperson:

Bush Fire Advisory Committee
Chairperson:
Deputy Chairperson:

Disability, Access, Inclusion and Health Committee
Chairperson:
Deputy Chairperson:

Historical, Tourism and Cultural Committee
Chairperson:
Deputy Chairperson:

and;

The Council authorises the CEO:

1. To amend the terms of reference and purpose of the Roads and Technical Services Advisory Committee to a Working Group; and
2. rename it as the Roads and Technical Services Working Group, and
3. remove it from the Council's formal committee list; and
4. approve the appointment of Cr. Roger Bilney as a member of the Roads and Technical Services Working Group.

9.4.5 ELECTED MEMBERS CHARTER REVIEW

AUTHOR	Tonya Pearce – Governance and Rate Officer
DATE	Monday, 16 June 2025
ATTACHMENT(S)	9.4.5.1 – Elected Members Charter

'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 Council to conduct an annual review of its Elected Members Charter.

BACKGROUND
The Elected Members Charter (the Charter) was designed to assist elected members to understand their roles and responsibilities and to serve as an enduring resource throughout the Elected Members term.

The Charter is planned for review annually unless requiring amendment in the interim.

A separate induction program, relevant to the Shire of Kojonup, is also conducted post biennial election.

COMMENT
The *Local Government (Model Code of Conduct) Regulations 2021* were gazetted on Tuesday 2 February 2021 and took effect on 3 February 2021. Council subsequently adopted the "Model Code of Conduct for Elected Members, Committee Members and Candidates" (the Code), on 18 May 2021 and resolved to include the Code in the Elected Members Charter.

The Code has been developed to guide the decisions, actions and behaviours of members, in council, on council committees and candidates running for election as a council member. Elected Members, Committee Members and Candidates *must comply* with the provisions of the Code in fulfilling their role and responsibilities, as set out in the *Local Government Act 1995*.

Local Government Elections will be held on 18 October 2025. Candidates are subject to the same requirements as an Elected Member while they are campaigning. Feedback obtained from Elected Members (via the Briefing Session held 13 July 2021) indicated that Elected Members had felt ill prepared for the challenges which are part and parcel of their role, and

that prior knowledge of what was involved (in addition to undertaking the Department of Local Government, Industry Regulation and Safety (DLGIRS) induction), would have been helpful. Elected Members advised that the "Charter" was a helpful resource and, as such, it is the author's recommendation that Candidates are provided with a copy of the Elected Members Charter upon submitting their nomination.

CONSULTATION
Chief Executive Officer
Governance and Rates Officer

STATUTORY REQUIREMENTS
In accordance with *Section 4.48 and 4.49* of the *Local Government Act 1995,* potential candidates for election to Council are required to have 'completed the course of induction'.

While it is considered best practice for local governments to have policies, procedures and guidelines that provide guidance to both staff and elected members, there is no statutory requirement to produce this Charter in particular.

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3. Compliance	Ineffective policies & processes	Councillor/Staff Induction Process	Nil
Risk rating: Adequate			
IMPLICATIONS			
Robust systems and controls, including guidance documents such as an Elected Members Charter, provide for good governance and reduce risk associated with lack of training and reference material.			

ASSET MANAGEMENT IMPLICATIONS
Nil

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

VOTING REQUIREMENTS
Simple Majority

OFFICER RECOMMENDATION

That

1. Council endorses the updated Elected Members Charter, as presented; and
2. The Elected Members Charter be provided to candidates in the Local Government Elections.

9.4.6 GREAT SOUTHERN VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GSVROC) MEMORANDUM OF UNDERSTANDING AND STRATEGIC PLAN

AUTHOR	Grant Thompson – Chief Executive Officer
ATE	Thursday, 17 July 2025
ATTACHMENT(S)	9.4.6.1 - GSVROC Draft MOU 19052025 9.4.6.2 - GSA Strategic Directions Slideshow VROC 9.4.6.3 - Draft Minutes - Great Southern Local Govt Meeting (Katanning) 19052025

'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	11. Fresh Community Engagement	11.1 Targeted Community and Stakeholder Engagement

DECLARATION OF INTEREST
Nil

SUMMARY
The purpose of this report is to consider the Shire of Kojonup's participation in the evolved Great Southern Voluntary Regional Organisation of Councils (GSVROC).

BACKGROUND
A group of eight (8) Great Southern Shires have expressed an interest in collaborating to participate in a voluntary regional organisation of councils focused on creating regional benefit. A Memorandum of Understanding (MOU) is proposed to document how this collaboration will be structured and governed.

In 2009, Southern Link Voluntary Regional Organisation of Councils (SLVROC) was formed with the Shires of Plantagenet, Cranbrook, Broomehill-Tambellup and Kojonup. The purpose of the group was to work together on resource sharing projects that benefited the members of the VROC.

In 2021, the Shires of Gnowangerup and Katanning were invited to join the group.

Since 2023, the VROC CEOs have been working together on developing a Strategic Directions document that will guide the group's activities and priorities for project output.

The SLVROC has also been involved in discussions with the other interested Shires in the evolution of the Southern Link Voluntary Regional Organisations of Councils (SLVROC) to a Great Southern VROC (GSVROC) and the formation of a new Memorandum of Understanding to firm up the structure, governance and new membership of the group.

During a March 2025 VROC meeting it was agreed that a draft Memorandum of Understanding be further considered and presented to individual Councils for endorsement.

As a part of the process of renewal a Strategic Plan has been developed and the VROC group has agreed in principle to the key priorities.

The key priorities in the allocation of effort and resources of the formed GSVROC, documented in the strategic plan, are:

1. Economic viability
2. Operational efficiencies
3. Climate resilience

At a meeting of the VROC held in Katanning 19 May 2025 an in principle draft MOU was developed and it was agreed that each of the participating local governments Councils would formally consider a revised MOU.

Further to the evolution of the membership of the group, the Shires of Kent and Woodanilling are invited to participate.

A draft MOU has been prepared with input from all the relevant Councils and with support from Great Southern Development Commission (GSDC)

The next GSVROC meeting is being held on Monday, 4 August 2025 in Mount Barker.

COMMENT

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

The GSVROC will not be an incorporated association, nor will it be established under the Local Government Act (Part 3, Division 4). That is, it is not a regional local government.

The GSVROC will be established under the general functions of local governments (clause 3.1). Participating local governments will do so voluntarily.

The Objectives of the evolved GSVROC are to:

1. enhance and assist in the advancement of the Region; and
2. encourage cooperation and resource sharing on a regional basis.

Membership may include the following Councils:

1. Shire of Kojonup
2. Shire of Cranbrook
3. Shire of Broomehill Tambellup
4. Shire of Plantagenet
5. Shire of Gnowangerup
6. Shire of Katanning
7. Shire of Kent
8. Shire of Woodanilling

GSVROC may not borrow money or apply for grants in its own right. It is not intended that GSVROC will take out any policies of insurance and while attending GSVROC meetings or undertaking GSVROC business the members' local government insurances will apply.

GSVROC may apply for an Australian Business Number (ATO recognises unincorporated groups) and therefore may open a bank account. If a bank account is opened the executive officer and the hosting local government CEO could, for example, be signatories for the account to ensure that momentum can be maintained in the delivery of initiatives.

By virtue of having a bank account, the GSVROC may directly contract an executive officer if the majority of members agree.

The obligations of a nominated host local government include the following;
a) Borrowing funds (the debt becomes a liability of the host local government)
b) Applying for grants and managing grant recipient obligations,
c) Host local government CEO;
d) Assumes direct executive officer line management, and
e) is a co-signatory for the GSVROC's bank account.

To assist the discussion and agreement on the MOU, the following key terms are presented for ease of reference;

#	Issue	Proposal
1	Name	Great Southern Voluntary Regional Organisation of Councils (GSVROC)
2	Delegates	Participants may appoint one (1) voting member and two (2) non-voting proxy members.
3	Votes	Each Participant Shire has one (1) vote.
4	Attendance	Both the voting member and proxy delegate may attend meetings.
5	Observers	The CEO may attend and participate in the meeting.
6	Chair & Deputy	Elected by the voting members.
7	Term	Two (2) years.
8	Financial contributions	The GSVROC may resolve to require Participants to make a financial contribution to its operation.
9	Funding share	Different annual contribution may be requested from a Band 3 local government compared to a Band 4 local government.
10	Specific project funding	The GSVROC may resolve to require Participants to make an additional financial contribution to a special project or support the appointment of an Executive Officer.
11	Winding up of a special project	Project plan and budget to determine Participant's financial contributions to a special project and on winding up the surplus be allocated and any outstanding debt paid, in proportion to the contributions outlined in the Project Plan & Budget.
12	Term of MOU	MOU termination by agreement and if not extended, will expire on 30 June 2028.
13	Minimum membership	Three (3) years.
14	Participant termination	Shall be reimbursed or contribute to any debt in proportion to relevant contribution.
15	New members	By GSVROC resolution.

16	New member payments	In addition to the annual operating fee (if applicable) the GSVROC may require a new member to pay an "entry fee".
17	Executive functions	Host Local Government is from the elected Chair Origination Shire. If no Executive Officer then host Local Government performs the Executive functions
18	Meetings	Quarterly
19	Notice for termination	12 months notice of withdrawal

CONSULTATION
Chief Executive Officer
CEO, Shire of Katanning
Southern Link VROC Members
Kojonup Shire President

STATUTORY REQUIREMENTS
Contractual

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Local governments are expected to cover their own cost of travel and meeting attendance.

An annual operating fee can be requested from participating local governments as per the draft MOU.

The draft MOU proposes employing a part-time executive officer, but GSVROC Councils are still reviewing this option during their budget planning.

The Shire may be requested to contribute to the cost of Special Projects and the appointment of an Executive Officer.

The funding will be presented in a separate agenda item subsequent to this agenda item.

A copy of the Draft MOU and the Strategic Directions document is presented to this meeting for consideration.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
6. Engagement	Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Participate in advisory committees/groups	Support Stakeholder Engagement Plan
Risk rating - *Adequate*			
IMPLICATIONS			
The overall risk of this proposal is considered low. It is important that Council maintains strategic alliances with like-minded local governments in the region. Not participating could isolate the Shire of Kojonup from activities that create value and other local governments who are participating in the GSVROC. The GSVROC presents an opportunity to collaborate with peer local governments in the Central Great Southern on relationships and issues that are consistent throughout the region.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Minimal impact. SLVROC will evolve to GSVROC with an increase in membership.

VOTING REQUIREMENTS
Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Approve the draft Great Southern Voluntary Regional Organisation of Councils (GSVROC) Memorandum of Understanding (MOU), as presented, and authorise the Shire President, Cr. Roger Bilney, to vote in favour of the adoption of the MOU at the next VROC meeting to be held on 4 August 2025 and by doing so create an evolved VROC for the region;

2. Delegate authority to the Shire President and Chief Executive Officer to execute the MOU for the Shire to become a participating member on the basis the draft MOU is approved and adopted by the majority of VROC members at the 4 August 2025 VROC meeting; and,

3. Endorse the Great Southern Voluntary Regional Organisation of Councils Strategic Directions document, as presented, with the following key priorities:
    a. Economic viability
    b. Operational efficiencies
    c. Climate resilience.

9.4.7 GREAT SOUTHERN VOLUNTARY REGIONAL ORGANISATION OF COUNCILS FUNDING MODEL

AUTHOR	Grant Thompson – Chief Executive Officer
ATE	Thursday, 17 July 2025
ATTACHMENT(S)	9.4.7.1 - GSVROC Draft MOU 19052025 9.4.7.2 - GSA Strategic Directions Slideshow VROC 9.4.7.3 - Draft Minutes - Great Southern Local Govt Meeting (Katanning) 19052025

'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	11. Fresh Community Engagement	11.1 Targeted Community and Stakeholder Engagement

DECLARATION OF INTEREST
Nil

SUMMARY
The purpose of this report is to consider the Shire of Kojonup's funding component of the evolved Great Southern Voluntary Regional Organisation of Councils (GSVROC) to enable the GSVROC to remain sustainable and achieve its objects as per the attached Strategic Plan.

BACKGROUND
Central Great Southern shires have expressed an interest in collaborating to create regional benefit and a Memorandum of Understanding is proposed to organise how this collaboration will be structured and governed.

In 2009, Southern Link Voluntary Regional Organisation of Councils (SLVROC) was formed with the Shires of Plantagenet, Cranbrook, Broomehill-Tambellup and Kojonup. The purpose of the group was to work together on resource sharing projects that benefited the members of the VROC.

In 2021, the Shires of Gnowangerup and Katanning were invited to join the group.

Since 2023, the VROC CEOs have been working together on developing a Strategic Directions document that will guide the group's activities and priorities for project output.

The SLVROC has also been involved in discussions with the other interested Shires in the evolution of the Southern Link Voluntary Regional Organisations of Councils (SLVROC) to a Great Southern Voluntary Regional Organisations of Councils (GSVROC) and the formation of a new Memorandum of Understanding to firm up the structure, governance and new membership of the group.

The key priorities of the Strategic plan are:

1. Economic viability
2. Operational efficiencies
3. Climate resilience

During a March 2025 VROC meeting it was agreed that a draft Memorandum of Understanding be further considered and presented to individual Councils for endorsement.

At a meeting of the VROC held in Katanning 19 May 2025 an in principle draft MOU was developed and it was agreed that each of the participating local governments Councils would formally consider a revised MOU.

A recent draft MOU has been prepared with input from all the relevant Councils and with support from Great Southern Development Commission (GSDC) and outlines the potential costs associated with operating the GSVROC over the life of the MOU.

The next GSVROC meeting is being held on Monday, 4 August 2025 in Mount Barker which will consider both the adoption of the MOU and funding for the GSVROC.

COMMENT

The focus of the GSVROC is to maintain collaboration, to add value through resource sharing and participation provides the opportunity to maintain relationships and build a greater understanding of the issues that face all local governments in the region.

To enable the Memorandum of Understanding and the GSVROC Strategic Plan to be executed to create value the Local Government members may be required to provide funding for:

1. Contracting of an executive officer which generates operating expenses that must be recovered from participating GSVROC members.
2. An annual membership fee which will be implemented as a part of the MOU to meet the operating costs: and,
3. Individual Project cost allocation on an as needs basis.

This Agenda item seeks the Council's consideration to allocate an amount in the Shire of Kojonup FY 2025/2026 Budget commensurate with the expected costs contributing to engaging an executive officer and ancillary expenses as presented.

The following cost estimates are based on these context and assumptions:

1. The requirement for an executive officer is driven by the Great Southern VROC strategic plan, the work output and project delivery complexity.
2. The strategy is not fully yet agreed so it is difficult to determine support hours required.
3. Estimated costs are therefore based on 615hrs/yr of actual executive officer support contracted and benchmarked by the North Eastern Wheatbelt ROC workload.
4. Mileage for meetings etc applies & it's assumed the executive officer will be local.
5. It is assumed the executive officer will;
    a) work from home.
    b) be engaged as a contractor by a member council (host council).
    c) be supplied with a computer (year 1 expense).

d) supply their own mobile phone.

The estimated costs are outlined in the following table:

Expenses costs	Unit	Total
Contractor Expenses		
Hours/yr	615	
Base salary/hr	$72.50	
Sub Total		$44,588
IT & Incidentals		
Phone, internet & general office		$1,400
Accommodation & sustenance*		$1,500
Projects**		$16,000
Annual audit		$1,500
Meeting expenses***		$4,000
Sub Total		$24,400
Travel		
Travel (km/yr)	1,500	
ATO rate/km	$0.88	
Sub Total		$1,320
Grand Total		$70,308

No. Members	Annual Fee Equal	Differential Fee Band 4	Differential Fee Band 3	% Difference
4	$17,577	$16,346	$18,807	15%
5	$14,062	$13,077	$15,046	15%
6	$11,718	$10,898	$12,538	15%
7	$10,044	$9,341	$10,747	15%
8	$8,788	$8,173	$9,404	15%

*Accommodation & sustenance covers executive officer expenses.

**Projects – unlinked for delivery of actions, studies, reports etc.

***Meeting expenses covers lunches, morning & afternoon teas and post meeting refreshments.

Please note, to implement actions under the Inland Great Southern Drought Resilience Plan, the Great Southern Development Commission has offered $42,000 for the employment of an executive officer to assist with implementation of actions under this plan.

The Inland Great Southern Drought Resilience Plan is broad and identifies actions across each of the strategic objectives outlined in the draft GSVROC strategic plan. The three strategic objectives of GSVROC are;

1. Economic Viability
2. Operational efficiency
3. Climate resilience

Due to the alignment of objectives between the GSVROC draft strategic plan and the Inland Drought Resilience Plan, the GSDC has agreed to allocate the $42,000 it has available, to meet the cost of contracting an Executive Officer to the GSVROC.

To enable this to occur, the GSVROC MOU needs to be fully executed by participating member Councils and a host local government would need to be identified and agreed.

The cost to each Council is estimated to be circa $10,000 each per annum based on all eight (8) members participating at the assumed levels. However, it is recommended that the Shire of Kojonup allocates additional funds for specific projects or in the event of other scenarios materialising that requires additional funding throughout the year. An amount of $20,000 is being recommended.

CONSULTATION
Chief Executive Officer
Shire of Katanning CEO
SLVROC Members
Kojonup Shire President

STATUTORY REQUIREMENTS
Contractual

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Local governments are expected to cover their own cost of travel and meeting attendance at the GSVROC meeting schedule.

If approved, the Shire of Kojonup's Financial Year 2025/2026 Budget should reflect that it may be required to contribute pro-rata, up to $20,000 /per annum over the three-year MOU term to meet the cost requirements and to cover other expenses such as projects etc of the GSVROC.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
6. Engagement	Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Participate in advisory committees/groups	Support Stakeholder Engagement Plan
Risk rating - *Adequate*			
IMPLICATIONS			
The overall risk of this proposal is considered low. However, not participating may isolate the Shire of Kojonup from neighbouring Shires and other local governments who are participating in an effective GSVROC excluding the opportunity for Kojonup to participate in scalable projects and advocacy positions. It is important that Council maintains strategic alliances with like-minded local governments in the region. The GSVROC provides an opportunity to work together with local governments in the Central Great Southern.			

ASSET MANAGEMENT IMPLICATIONS
Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS
The funding contributes to a fully functioning VROC.

VOTING REQUIREMENTS
Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. Approve an allocation in the Shire of Kojonup Financial Year 2025/2026 budget of $20,000 to meet its share of the Great Southern VROC's annual operating expenses, project expenses and costs associated with employing a GSVROC Executive Officer (pro-rata).

2. Delegate Authority to the Shire of Kojonup Voting Member to vote in favour of endorsing the proposed GSVROC budget and specifically the engagement of a GSVROC Executive Officer at the August 4, 2025, meeting of GSVROC, as presented.

9.4.8 ADMINISTRATION OFFICE - CHANGE OF OPENING AND CLOSING TIMES

AUTHOR	Grant Thompson, Chief Executive Officer
DATE	Thursday, 17 July 2025
ATTACHMENT(S)	Nil

'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
The author is a Shire of Kojonup employee and, as such, is affected by the outcome of this report.

SUMMARY
To approve a change to the administration office opening times, specifically Friday closing times.

BACKGROUND
The Shires current hours for the administration office is from 8.00 in the morning until 17.00 in the afternoon, 5 days per week.

The office opens its door to the public at 8.30 in the morning and closes the door to the public at 16.30 in the afternoon, except Wednesdays when the doors are closed to the public at 16.00.

COMMENT
The current averaged worked hours of a Team Member are defined by the Award, the Federal National Employment Standards (NES) and the Enterprise Bargaining Agreement (EBA) as an average of 38 hours per week.

The current hours the office is manned averages 40 hours per week.

Those team members who are a party to the EBA receive a Rostered Day Off (RDO) once per every four (4) weeks as a result of working the additional two (2) hours per week.

RDO's accrue unless taken and the Shire pays the ordinary time wages for the RDO.

Table 1.0 below demonstrates the mechanics of the administration office 40 hour week:

Current Rostered Admin Hours - 40 Hours per week

	Start Time	*Opening Procedures/ flags/etc*	*Doors Open to the Public*	*Breaks*	*Doors Close to the Public*	*Closing/Daily Reconciliation/etc*	*Finish Time*	*Office Opening Hours*	*Total Hours*	*Actual Worked Hours*	*Normal Hours as per NES*
Monday	8	0.5	8.3	1	16.3	0.5	17	8	9	8	7.6
Tuesday	8	0.5	8.3	1	16.3	0.5	17	8	9	8	7.6
Wednesday	8	0.5	8.3	1	16	1	17	7.7	9	8	7.6
Thursday	8	0.5	8.3	1	16.3	0.5	17	8	9	8	7.6
Friday	8	0.5	8.3	1	16.3	0.5	17	8	9	8	7.6
Current Hours										**40**	**38**
						2	additional hours per week				
						8	Hours per month equates to one RDO per month				
							RDOs accrue if not taken				
							creates a leave liability				

Table 1.0

The Shire Officers are recommending reverting back to a 38 hour week as per the following Table 2.0:

Recommended Rostered Admin Hours - 38 Hours per week

	Start Time	*Opening Procedures/ flags/etc*	*Doors Open to the Public*	*Breaks*	*Doors Close to the Public*	*Closing/Daily Reconciliation/etc*	*Finish Time*	*Office Opening Hours*	*Total Hours*	*Actual Worked Hours*	*Normal Hours as per NES*
Monday	8.00	0.5	8.30	1	16.30	0.5	17.00	8	9	8	7.6
Tuesday	8.00	0.5	8.30	1	16.30	0.5	17.00	8	9	8	7.6
Wednesday	8.00	0.5	8.30	1	16.30	0.5	17.00	8	9	8	7.6
Thursday	8.00	0.5	8.30	1	16.30	0.5	17.00	8	9	8	7.6
Friday	8.00	0.5	8.30	1	14.30	0.5	15.00	6	7	6	7.6
Current Hours										**38**	**38**
						0	additional hours per week				
						0	Hours per month equates to one RDO per month				
							RDO's are not required				

Table 2.0

The impact of this change is the office closes early each Friday.

The benefits of the change are:

1. Team Member Engagement breaking early on a Friday.
2. Friday afternoons are the quietest time of the administration customer service days.
3. Reduce leave liability and costs to Shire.
4. Value for the wages spent. Increased efficiency to the Shire of reducing two (2) hours per week of eligible roles and the reduction of the need for RDO's.

The disadvantage of this change is:

1. The public do not have access to services on a Friday afternoon as the office will be closed early therefore a reduced customer service impact may materialise.

Quantifying the value of the change is more difficult as it is related to productivity and coverage rather than direct wage savings i.e. less RDO's and therefore more coverage of services over a longer period of time.

The following Table 3.0 gives the Council guidance as to the wage cost correlated to an increasing number of employees. There will be a percentage of cost savings of the total costs outlined in this Table 3.0.

# FTE Roles	# Hours	Avg wage per hour	Total per week per person	fortnightly	yearly
1	2	$ 35	$ 70	$ 140	$ 3,640.00
4	8	$ 35	$ 280	$ 560	$ 14,560.00
5	10	$ 35	$ 350	$ 700	$ 18,200.00
Value creation can also be attributable to reduced RDO Liability which will not be acccrued and productivity improvements					

Table 3.0

CONSULTATION
Manager Financial and Corporate Services

STATUTORY REQUIREMENTS
Nil

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
The direct financial impact is minimal and the benefit is a net positive outcome.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
5 – Employment Practices	Insufficient staff numbers to achieve objectives	Structural consideration	Nil
Risk Rating: High			
IMPLICATIONS			
Reduced customer service is considered a low risk as the number of customers being serviced on a Friday afternoon is negligible.			

ASSET MANAGEMENT IMPLICATIONS
Nil

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

VOTING REQUIREMENTS
Simple Majority

OFFICER RECOMMENDATION

That Council approve:

1. The changes to the scheduled administration office hours, as presented; and

2. The Shire advertises the change to the community for a minimum 14 days.

10 APPLICATIONS FOR LEAVE OF ABSENCE

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12 QUESTIONS FROM ELECTED 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 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES

AUTHOR	Darryn Watkins – Manager Works and Infrastructure
DATE	Thursday, 17 July 2025
ATTACHMENT(S)	CONFIDENTIAL 14.1.1.1 - Quotation – Bitumen Sealing - Fulton Hogan Pty Ltd 14.1.1.2 - Quotation – Bitumen Sealing – Boral Resources WA Ltd 14.1.1.3 - Quotation – Bitumen Sealing – Bitutek Pty Ltd 14.1.1.4 - Quotation – Bitumen Sealing – Colas WA Pty Ltd

14.1.2 CEO AND CONTRACTED ROLES ANNUAL SALARY REVIEW ESCALATOR 2025

AUTHOR	Tonya Pearce – Governance and Rates Officer
ATE	Thursday, 17 July 2025
ATTACHMENT(S)	14.1.2.1 - Variation to Contract Remuneration - Grant Thompson 14.1.2.2 – Determination of the Salaries and Allowances Tribunal - April 2025

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 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES

14.1.2 CEO AND CONTRACTED ROLES ANNUAL SALARY REVIEW ESCALATOR 2025

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 24 June 2025
9.1.1	9.1.1.1	Publicly advertised draft Policy
	9.1.1.2	Submissions
	9.1.1.3	Western Australian Planning Commission Position Statement: Renewable Energy Facilities
	9.1.1.4	Recommended final adopted version of Local Planning Policy 10 – Wind Farms/Wind Turbines
	9.1.1.5	*Planning and Development (Local Planning Scheme) Regulations 2015*
9.1.2	9.1.2.1	Lions Cemetery Planning
	9.1.2.2	2025.5.11 Shire of Kojonup Official Letter cemetery project
9.4.1	9.4.1.1	Monthly Financial Statements; 1 June 2025 to 30 June 2025
9.4.2	9.4.2.1	Monthly Payment Listing June 2025
9.4.3	9.4.3.1	FY 2025-2026 Fees and Charges
9.4.5	9.4.5.1	Elected Members Charter
9.4.6	9.4.6.1	GSVROC Draft MOU 19052025
	9.4.6.2	GSA Strategic Directions Slideshow VROC
	9.4.6.3	Draft Minutes - Great Southern Local Govt Meeting (Katanning) 19052025
9.4.7	9.4.7.1	GSVROC Draft MOU 19052025
	9.4.7.2	GSA Strategic Directions Slideshow VROC
	9.4.7.3	Draft Minutes - Great Southern Local Govt Meeting (Katanning) 19052025

CONFIDENTIAL

14.1.1	14.1.1.1	Quotation – Bitumen Sealing – Fulton Hogan Pty Ltd
	14.1.1.2	Quotation – Bitumen Sealing – Boral Resources WA Ltd
	14.1.1.3	Quotation – Bitumen Sealing – Bitutek Pty Ltd
	14.1.1.4	Quotation – Bitumen Sealing – Colas WA Pty Ltd

14.1.2 14.1.2.1 Variation to Contract Remuneration - Grant Thompson
14.1.2.2 Determination of the Salaries and Allowances Tribunal - April 2025

SHIRE OF KOJONUP

MINUTES

Ordinary Council Meeting

24 June 2025

UNCONFIRMED

MINUTES OF AN ORDINARY COUNCIL MEETING HELD ON 24 JUNE 2025

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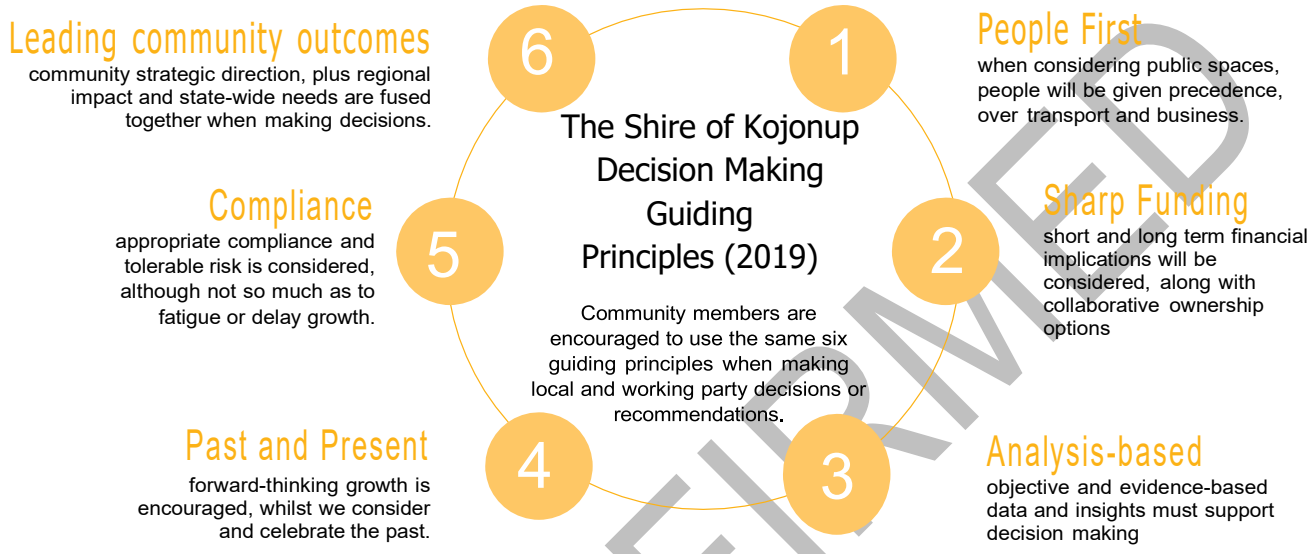
UNCONFIRMED

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.



UNCONFIRMED

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

UNCONFIRMED

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

14.1.1 Minutes of a Chief Executive Officer's (CEO) Performance Review (PR) Committee Meeting Held 25 March 2025 and 29 April 2025
Grant Thompson, CEO

5 PUBLIC QUESTION TIME

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Not applicable

5.2 PUBLIC QUESTION TIME

Nil

UNCONFIRMED

6 CONFIRMATION OF MINUTES

6.1 ORDINARY COUNCIL MEETING 20 MAY 2025

Unconfirmed Minutes of an Ordinary Council Meeting held 20 May 2025 are at attachment 6.1.1.

OFFICER RECOMMENDATION/COUNCIL DECISION

75/25 Moved Cr Radford Seconded Cr Mathwin

That the Minutes of an Ordinary Council Meeting held 20 May 2025 be confirmed as a true record.

CARRIED 7/0

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

Question: The Merger of the two (2) Committees, is this occurring or has this occurred?
Answer: It is noted that the terms of reference for the merged Committee, went to the 20 May 2025 Ordinary Council Meeting. Motion 71/25 Carried.

7 PRESENTATIONS

7.1 PETITIONS

7.2 PRESENTATIONS

7.3 DEPUTATIONS

7.4 DELEGATES' REPORTS

7.4.1 CR BILNEY – RENEWABLE ENERGY MINISTERIAL FORUM – 12 JUNE 2025

(Attachment 7.4.1)

COUNCIL DECISION

76/25 Moved Cr Mickle Seconded Cr Egerton-Warburton

That Council receive the Shire Presidents Renewable Energy Ministerial Forum report.

CARRIED 7/0

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

UNCONFIRMED

8 METHOD OF DEALING WITH AGENDA BUSINESS

Nil

9 REPORTS

9.1 KEY PILLAR 'LIFESTYLE' REPORTS

Nil

9.2 KEY PILLAR 'ECONOMICS' REPORTS

Nil

9.3 KEY PILLAR 'VISITATION' REPORTS

Nil

UNCONFIRMED

9.4 KEY PILLAR 'PERFORMANCE' REPORTS

9.4.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (MAY 2025)

AUTHOR	Jill Johnson – Manager Financial and Corporate Services
DATE	Wednesday, 18 June 2025
ATTACHMENT(S)	9.4.1.1 – Monthly Financial Statements; 1 May 2025 to 31 May 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 31 May 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 May 2025 to 31 May 2025 represents eleven (11) months, or 91% of the year.

The following items are worthy of noting:

- Closing surplus position of $2,389,149.
- Capital expenditure achieved 56.8% of budgeted projects.
- Cash holdings of $2,756m of which $1,135m is held in cash backed reserve accounts and $3,891 is unrestricted cash.
- Rates debtors outstanding equate to 7% 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.

UNCONFIRMED

POLICY IMPLICATIONS
Council Policy 2.1.5 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

77/25 Moved Cr Egerton-Warburton Seconded Cr Mickle

That the monthly financial statements for the period ending 31 May 2025, as attached, be noted.

CARRIED 7/0

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

UNCONFIRMED

9.4.2 MONTHLY PAYMENTS LISTING – MAY 2025

AUTHOR	Rachael Egerton-Warburton – Finance Officer
DATE	Tuesday, 17 June 2025
ATTACHMENT	9.4.2.1 - Monthly Payment Listing May 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 month of May 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 2.1.1 provides authorisations and restrictions relative to purchasing commitments.

UNCONFIRMED

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

78/25 Moved Cr Mathwin Seconded Cr Radford

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

FROM – 1 May 2025		TO – 31 May 2025
Municipal Cheques	14400-14402	$52,073.91
EFTs	35607-36245	$642,758.85
Direct Debits		$615,673.37
Total		$1,310,506.13

be received.

CARRIED 7/0
For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

9.4.3 ADVISORY COMMITTEES OF COUNCIL – APPOINTMENT OF INDEPENDENT CHAIRPERSON – AUDIT,RISK AND IMPROVEMENT COMMITTEE

AUTHOR	Tonya Pearce, Governance and Rates Officer
DATE	Friday, 09 August 2024
ATTACHMENT(S)	9.4.3.1 – Expressions of Interest – Independent Chairperson Position – Audit, Risk and Improvement Committee

'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 appoint an independent chairperson for Council's Audit, Risk and Improvement 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

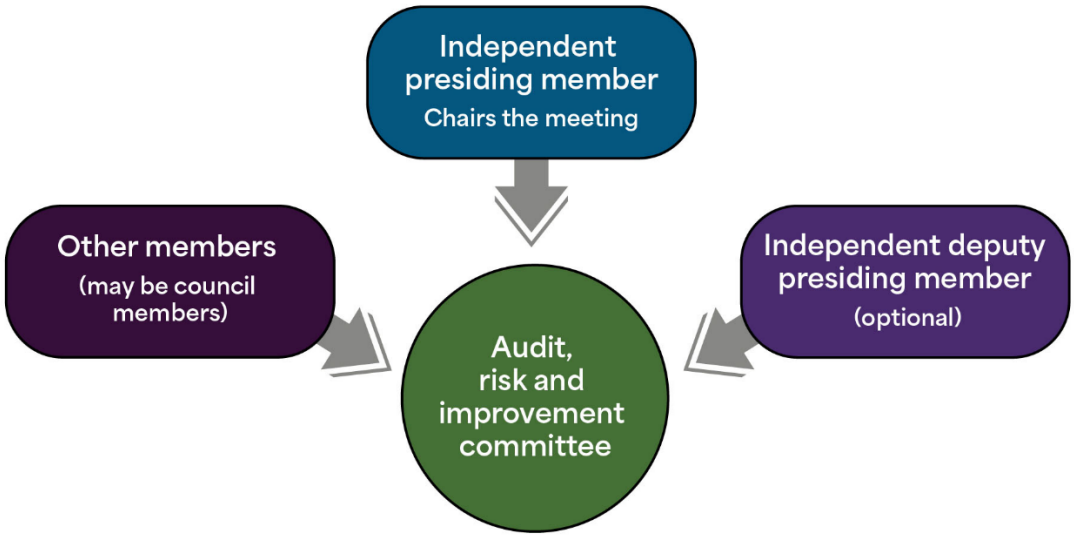
UNCONFIRMED

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.

UNCONFIRMED

COMMENT

Council has received one (1) independent chairperson nomination for its Audit, Risk and Improvement Committee.

It is recommended this person be appointed to the Audit Risk & Improvement Committee Independent Chairperson Role.

CONSULTATION

Local Government Amendment Act 2024
Chief Executive Officer

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

There are no known policy implications.

FINANCIAL IMPLICATIONS

There are no known financial implications.

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 - *Adequate*			
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

UNCONFIRMED

VOTING REQUIREMENTS
Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

79/25 Moved Cr Mathwin Seconded Cr Mickle

That Council appoints the following independent chairperson to the Audit, Risk and Improvement Committee:
Independent Chairperson – Cathrine Ivey

CARRIED 7/0
For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

UNCONFIRMED

9.4.4 MINUTES OF AN ANNUAL MEETING OF ELECTORS HELD 9 APRIL 2025

AUTHOR	Tonya Pearce – Governance and Rate Officer
DATE	Monday, 16 June 2025
ATTACHMENT(S)	9.4.4.1 - Unconfirmed minutes of an Annual Meeting of Electors held 9 April 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 an Annual Meeting of Electors held 9 April 2025.

BACKGROUND
An Annual Meeting of Electors must be held within 56 days of adopting an Annual Report that includes Annual Financial Statements.

Council adopted its 2023-2024 Annual Report including Annual Financial Statements at its 25 March 2025 Ordinary Meeting.

COMMENT
This item is solely for Council to receive the minutes of its 9 April 2025 Annual Electors Meeting.

CONSULTATION
Nil

STATUTORY REQUIREMENTS
Division 4, Sections 5.26 to 5.33 of the *Local Government Act 1995* - deal with Electors' General Meetings.

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

UNCONFIRMED

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	External Audits (compliance)	Nil
Risk rating: Adequate			
IMPLICATIONS			
Presenting minutes of an Annual Electors Meeting at the next available meeting of Council, regardless of whether there are actions to be undertaken or otherwise, ensures Council and the public receive the minutes in a timely manner.			

ASSET MANAGEMENT IMPLICATIONS
Nil

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

VOTING REQUIREMENTS
Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

80/25 Moved Cr Mathwin Seconded Cr Radford

That Council receives the unconfirmed minutes of its Annual Meeting of Electors held 9 April 2025.

CARRIED 7/0

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

UNCONFIRMED

9.4.5 MINUTES OF A ROADS AND TECHNICAL SERVICES ADVISORY COMMITTEE MEETING HELD 15 MAY 2025

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 16 May 2025
ATTACHMENT(S)	9.4.5.1 - Unconfirmed minutes of a Roads and Technical Services Advisory Committee Meeting held 15 May 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 15 May 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 15 May 2025.

CONSULTATION
Nil

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

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

UNCONFIRMED

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3. Failure to Fulfil Compliance Requirement's	3rd party adverse findings against Shire	Roads and Technical Services Advisory Committee	4 Meetings held per annum
Risk rating: Low			
IMPLICATIONS			
As per s.7.1A of the *Local Government Act 1995,* 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/COUNCIL DECISION

81/25 Moved Cr Radford Seconded Cr Egerton-Warburton

That Council receive the unconfirmed minutes of a Roads and Technical Services Advisory Committee meeting held 15 May 2025.

CARRIED 7/0

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

UNCONFIRMED

9.4.6 NATURAL RESOURCE MANAGEMENT ADVISORY COMMITTEE (NRMAC) MEETING 15 MAY 2025 – MINUTES

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 16 May 2025
ATTACHMENT(S)	9.4.6.1 - Unconfirmed minutes of a NRM Advisory Committee Meeting held 15 May 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 15 May 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 15 May 2025.

CONSULTATION
Nil

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

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

UNCONFIRMED

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3. Failure to Fulfil Compliance Requirement's	3rd party adverse findings against Shire	Natural Resource Management Advisory Committee	4 Meetings held per annum
Risk rating: Low			
IMPLICATIONS			
As per s.7.1A of the *Local Government Act 1995,* 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/COUNCIL DECISION

82/25 Moved Cr Egerton-Warburton Seconded Cr Mathwin

That Council receive the unconfirmed minutes of the Natural Resource Management Advisory Committee meeting held on 15 May 2025.

CARRIED 7/0

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

Question: Can it be verified as to the capacity Pauline will sit on the committee, whether the attendance is representing the Rangers or as a representative of Wagyl Kaip.
Response: The Ranger Program is developed under the Wagyl Kaip Organisation and Pauline is employed by Wagyl Kaip as the senior ranger coordinator based in Kojonup. As far as the Shire is concerned this role is a representative of the ranger program on behalf of Wagyl Kaip. We will seek confirmation at the next meeting as these are unconfirmed minutes.
The CEO can confirm that Pauline Michael and Southern Dirt Representatives were attending as observers for this one meeting. The Council will ratify membership at a future meeting.

Question: Are there any constraints having another representatives on the committee, having two (2) representatives e.g. from Wagyl Kaip or other organisations?
Response: Consideration at a future meeting will explore a recommendation of the representation of community stakeholders on the NRM Committee.

UNCONFIRMED

9.4.7 MINUTES OF A KOJONUP HISTORICAL, TOURISM AND CULTURAL COMMITTEE MEETING HELD 3 JUNE 2025

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 16 May 2025
FILE NO	CS.SRP.3
ATTACHMENT(S)	9.4.7.1 - Unconfirmed minutes of a KHTC Committee Meeting held 3 June 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 3 June 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 3 June 2025.

CONSULTATION
Nil

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

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

UNCONFIRMED

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3. Failure to Fulfil Compliance Requirement's	3rd party adverse findings against Shire	Kojonup Historical, Tourism and Cultural Committee	4 Meetings held per annum
Risk rating: Low			
IMPLICATIONS			
As per s.7.1A of the *Local Government Act 1995,* 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/COUNCIL DECISION

83/25 Moved Cr Wieringa Seconded Cr Mickle

That Council receive the unconfirmed minutes of a Kojonup Historical, Tourism and Cultural Committee meeting held 3 June 2025.

CARRIED 7/0

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

Comment: the RSL Group has requested representation on this Committee.
Response: The Administration is also aware of this request. The committee makeup and representation recommendations will come back to Council at a future Ordinary Council meeting for consideration.

UNCONFIRMED

9.4.8 REMOVAL OF TREES REQUEST AT 50 NEWSTEAD ROAD

AUTHOR	Estelle Lottering – Projects Manager and Regulatory Services
DATE	Monday, 16 May 2025
ATTACHMENT(S)	9.4.8.1 - 50 Newstead Road – Trees – Pictures 9.4.8.2 - Norma Ball – Request to remove trees 9.4.8.3 - Local Law Gazettal 22 May 2020 – page 11

'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	10. Contributed Socially 12. A High Performing Council	10.1 Environment Action 12.2 SoK monitoring and reporting

DECLARATION OF INTEREST
Nil

SUMMARY
To consider the removal of trees on the verge of 50 Newstead Road by property owner Norma Ball.

BACKGROUND
As part of the Shires continued improvement regarding directional service.

COMMENT
The Property Services Manager reviewed the location and identified trees that are on the fence line of 50 Newstead Road and prohibiting the owner in erecting a fence on her property for safety reasons. The trees are Jam and She-Oak trees and stumps would need to be removed.

Following the Shire of Kojonup activities in throughfares and public places and trading Local Law 2020 – Division three (3) Verge Treatments, Subdivision four (4) 2.13 – Power to carry out public works on verge. The Shire of Kojonup will not be liable to replace or restore any verge treatment, and in particular, any plant or acceptable material or other hard surface;
Under *The Environmental Protection (Clearing of Native Vegetation) Regulations 2004 - R5 Item 10* Clearing along a fence line are exempt if the owner of the property clear a strip of native vegetation on either side of a fence line on a private property to provide access for fence maintenance and construction.

CONSULTATION
Property Services & NRM Manager

STATUTORY REQUIREMENTS
A guide to the exemptions and regulations for clearing native vegetation – Under part V of the *Environmental Protection Act 1986*.

UNCONFIRMED

Local Government Act 1995 – Shire of Kojonup Activities in Thoroughfares and Public places and Trading Local Law 2020.

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	3rd party adverse findings against Shire		Nil
Risk rating: Low			
IMPLICATIONS			
As per s.7.1A of the *Local Government Act 1995,* 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/COUNCIL DECISION

84/25 Moved Cr Mathwin Seconded Cr Mickle

That Council approves request from Norma Ball to remove trees on the verge of 50 Newstead Road at her own cost.

That Council gives Normal Ball the power to carry out public works on the verge in front of 50 Newstead Road.

For each tree removed approximately three (3) to five (5) trees of suitable variety be planted in an alternative suitable location.

AMENDMENT

85/25 Moved Cr Webb Seconded Cr Egerton-Warburton

UNCONFIRMED

Remove bottom line of the motion that states 'For each tree removed approximately three (3) to five (5) trees of suitable variety be planted in an alternative suitable location.'

CARRIED 4/3

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

MOTION WITH AMENDMENT WAS PUT

That Council approves request from Norma Ball to remove trees on the verge of 50 Newstead Road at her own cost.

That Council gives Normal Ball the power to carry out public works on the verge in front of 50 Newstead Road.

ADDITIONAL AMENDMENT

86/25 Moved Cr Mathwin Seconded Cr Wieringa

That Council encourages the property owner to plant one (1) tree for one (1) tree removed in consultation with the Shire.

CARRIED 7/0

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

MOTION WITH AMENDMENT WAS PUT

That Council approves request from Norma Ball to remove trees on the verge of 50 Newstead Road at her own cost.

That Council gives Normal Ball the power to carry out public works on the verge in front of 50 Newstead Road.

That Council encourages the property owner to plant one (1) tree for one (1) tree removed in consultation with the Shire.

CARRIED 7/0

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

Comment: It says a suitable location, not an actual location for planting of trees.
Question: Is this a large block? Is there room for more trees to be planted?
Response: It is sizeable block, yes, not sure of exact size. There is enough room to plant more trees.
Question: Is this requirement a standard outcome or is it specific to the block? i.e. If another property owner with a smaller block made the same request would it be a different outcome.
Response: This was a conversation between Regulatory Services and the property owner. There was an indication from the property owner other trees would be replacing the removal of the frontage trees. We will revert this query to the Property Services Manager.
Comment: looking at the photo, there is about 20 trees that are going to be removed, so a lot of trees will need to be replanted. The number of replanting may be a bit high.

UNCONFIRMED

Question: It actually doesn't stipulate on the item that the trees to replace them have to be planted on the owners block. It just says to plant them in a suitable location. So, who determines where that is? And if there's no room on her block, could she be planting trees elsewhere?
Comment: This could be an option moving forward that if there is other places to plant trees within the Shire where we would like trees to be planted. Residents who are requesting trees to be removed and they will replace them. It doesn't necessarily have to be on the block that the trees have to be removed. It could be an alternative location.
Question: These trees are on the fence line. Are they not entitled to take a metre and a half either side of the fence line to improve the fence without having to go and plant trees elsewhere?
Response: Would have to clarify the verge requirements in the town site with Department Water Environment Regulator.

UNCONFIRMED

9.4.9 COMMUNITY EMERGENCY SERVICES MANAGER

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Thursday, 19 June 2025
FILE NO	ES.CIR.2
ATTACHMENT(S)	UNDER SEPARATE COVER 9.4.9.1 – Community Emergency Services Manager (CESM) Memorandum of Understanding 9.4.9.2 – CESM Performance Plan

'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	12.6 SoKO Asset Management

DECLARATION OF INTEREST
Nil

SUMMARY
The purpose of this report is to inform the Council of the current executed Memorandum of Understanding for the Community Emergency Services Manager role and for Council to receive and accept the agreement.

BACKGROUND
The Shire has obligations for emergency management under Section 67 of the *Bush Fires Act 1954* and these obligations play an important role in the Council's decision-making process for supporting emergency services.

As a result of these obligations, the Council has funded a CESM role on a part basis with the Shires of Gnowangerup and Cranbrook since 2020.

Communications from Department of Fire Emergency Services (DFES) have recently requested the Shire review their participation in the program and notify them if it wishes to continue with the current Memorandum of Understanding (MOU).

The MOU will expire at the end of June 2025.

At a 25 March Ordinary Council meeting the Council approved the continuation of the CESM program and MOU as follows:

40/25 Moved Cr Mathwin *Seconded Cr Webb*

That Council approves the continuation of the Memorandum of Understanding with the other two (2) Shires to continue employing the CESM as currently stand

CARRIED 7/0

UNCONFIRMED

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

The main objectives of the MOU agreement are to establish and agree upon specific responsibilities with respect to the delivery of emergency services within the Shires, in particular to:

1. Deliver coordinated prevention programs to reduce the incidence of emergencies and improve the level of safety in the community;
2. Operate to a consistent set of protocols and equipment standards;
3. Provide efficient systems of communication between organisations at all levels to improve service delivery outcomes;
4. Promote and support volunteer organisational arrangements that combine the spirit of volunteerism to attract and retain members;
5. Provide and or coordinate the level of training to personnel, to ensure the competencies are appropriate to the risk level of emergencies to which volunteers will be required to respond;
6. Develop a partnership that will see a best practice approach to emergency service delivery implemented between the Shire and DFES; and
7. Enhance community ownership of fire prevention and preparedness programs and activities.

COMMENT

Attached is the Memorandum of Understanding for Councils information. As per previous discussions and motion the author presents the MOU for receiving and acceptance.

The current hours of the CESM for the Shire of Kojonup is relative to activities but the MOU means the Shire receives an average of productive time from the CESM for approximately 12 hours per week or 1.5 days per week.

The current MOU does not account for any mitigation works required in the Shire.

Other Shires have multiple roles for emergency services including CESM, Risk Mitigation Coordinators and other administrative supporting roles giving them more capacity to implement the required regulatory and risk standards for emergency services.

CONSULTATION

Wayne Green District Manager DFES
Dereck Jones, Regional Coordinator, DFES
Shire of Cranbrook
Shire of Gnowangerup
Multiple Council Briefing sessions
Shire President

STATUTORY REQUIREMENTS

Bush Fires Act 1954
Emergency Management Act 2005.

POLICY IMPLICATIONS

Nil

UNCONFIRMED

FINANCIAL IMPLICATIONS

Minimal impact based on previous and established commitment.

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 Local Emergency Management Committee (LEMC), District Emergency Management Committee (DEMC), Bushfire Advisory Committee (BFAC) and other Meetings. Emergency Services Skills, training and competent people in emergency services roles.	Nil
Risk Rating – *Inadequate*			
IMPLICATIONS			
This MOU does not cover the functions of mitigation management.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

UNCONFIRMED

VOTING REQUIREMENTS
Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

87/25 Moved Cr Mathwin Seconded Cr Radford

That Council receives and accepts the Executed Memorandum of Understanding, as presented, for the appointment of a Community Emergency Services Manager (CESM) to be funded in the 2025/26 financial budget, as presented.

CARRIED 7/0

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

Comment: In the MOU there are two (2) types of overtime to be paid to the CESM, one (1) is from DFES and in that instance, DFES will pay the overtime on invoice from the Shire. The other is overtime for authorised attendance at Shire controlled operational incidents. What happens if a CESM goes to a fire, without being instructed by the Shire, who pays that overtime?
Response: This goes back to the process in place, the CESM can't just approve their own attendance if overtime is required. They either have to go to DFES and get approval or they come to the Shire and seek approval from the CEO.
In the three (3) years of having a CESM, the Shire has not paid overtime due to no overtime approval given, but if there were to be one of the three (3) respective Shires would fund that. In the CESM's attendance DFES has mostly approved and funded the overtime.

Question: When the CESM was deployed overseas, did the Shires pick up the tab?
Response: In any instance where the CESM is deployed by DFES, DFES cover the cost.
Question: It says they get up to eight (8) weeks leave for other duties, does this eight (8) week period come off the combined charge?
Response: The CESM's time and deployment is a part of the grant funding agreement and DFES pay the costs in that period.
Question: Is this for a three (3) year period? Do we have someone in mind?
Response: Yes it is a three (3) year period. The Shires have a current CESM that is employed and the aim is to continue that relationship.

UNCONFIRMED

10 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 RATING SYSTEM ZONING

COUNCIL RECOMMENDATION/DECISION

88/25 Moved Cr Mathwin Seconded Cr Wieringa

That council requests the CEO to investigate the possibility of changing the rating system on specific areas of a land holding that is zoned rural from unimproved value to gross rental value.

DEFER MOTION

89/25 Moved Cr Mathwin Seconded Cr Egerton-Warburton

Defer the motion until such time as clarity is provided from Department of Planning, Lands and Heritage (DPLH) on the outcomes from the renewable energy policy framework.

CARRIED 7/0

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

Question: Has anything occurred recently with meetings that would mean that this motion is valid or redundant?
Response: This motion may pre-empt a review that, as the Shire understands, is being undertaken by DPLH within the renewable energy framework and code. This motion is much broader, encapsulating other developments as well. Although the renewable energy code may still be 12-18 months away, this motion will also create a process and workload with a similar timeframe and may be duplicating the outcome in which case may make the Shire's efforts redundant based on the DPLH outcomes. The process is quite lengthy due to the touchpoints with town planning etc and the Shire would also need to request permission from the Minister to make any local changes.
Comment: This motion is not purely about the renewable energy sector, it is a whole lot of other enterprises and business that can start up on unimproved value land.

12 QUESTIONS FROM ELECTED MEMBERS WITHOUT NOTICE

Question: The library motion has been deferred to August, at which time, there was an expectation that the Council would have a Community meeting with regard to that. Where is the planning for that?
Response: The Shire is exploring having an independent facilitator to help with the engagement and conversation. The Shire is hopeful to bring it back to Council in July to have agree on how the Shire and Council will consult with the community. To be clear the conversation is more than just having one Community meeting. The Council requires a broader discussion around the future and funding of Kodja Place. This piece of work is a

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bigger engagement programme than just having one (1) Community meeting. This is going to take resources and time. It is flagged as having a possible impact on the timing of this deferred motion to fully exhaust what needs to be done.

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 MINUTES OF A CHIEF EXECUTIVE OFFICER'S (CEO) PERFORMANCE REVIEW (PR) COMMITTEE MEETING HELD 25 MARCH 2025 AND 29 APRIL 2025

AUTHOR	Tonya Pearce – Governance and Rates Officer
DATE	Monday, 16 June 2025
ATTACHMENT(S)	UNDER SEPARATE COVER 14.1.1.1 - Unconfirmed minutes of a CEO PR Committee meeting held 25 March 2025 14.1.1.2 - Unconfirmed minutes of a CEO PR Committee meeting held 29 April 2025 14.1.1.3 – CEO Performance Review

14.1.2 HUMAN RESOURCE STRUCTURAL CONSIDERATIONS

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Thursday, 19 June 2025
ATTACHMENT(S)	UNDER SEPARATE COVER 14.1.2.1 - Workforce Plan 14.1.2.2 - Organisational Structure 14.1.2.3 - Job Description

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

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(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

90/25 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 3.50pm.

CARRIED 7/0

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

PROCEDURAL MOTION/COUNCIL DECISION

94/25 Moved Cr Mickle **Seconded Cr Mathwin**

That the meeting be reopened to the public at 4.15pm.

CARRIED 7/0

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

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14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

14.1.1 MINUTES OF A CHIEF EXECUTIVE OFFICER'S (CEO) PERFORMANCE REVIEW (PR) COMMITTEE MEETING HELD 25 MARCH 2025 AND 29 APRIL 2025

OFFICER RECOMMENDATION/COUNCIL DECISION

91/25 Moved Cr Wieringa Seconded Cr Mickle

That Council receives the unconfirmed minutes of its Chief Executive Officer Performance Review Committee meeting held 25 March 2025 and 29 April 2025.

CARRIED 7/0

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

14.1.2 HUMAN RESORUCE STRUCTURAL CONSIDERATIONS

OFFICER RECOMMENDATION/COUNCIL DECISION

92/25 Moved Cr Wieringa Seconded Cr Mathwin

That the Council direct the CEO to implement the Workforce Planning recommendations to the organisational structure and processes as presented.

CARRIED 7/0

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

COUNCIL DECISION

93/25 Moved Cr Wieringa Seconded Cr Mathwin

That Council create a workforce and structure panel, to support the approved recommendations as presented, consisting of:
Shire President: Cr Roger Bilney
Deputy President: Cr Cindy Wieringa
Cr Kerryn Mickle
Cr Mick Mathwin
CEO: Grant Thompson

CARRIED 7/0

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

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15 CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 4.17pm.

16 ATTACHMENTS (SEPARATE)

6.1	6.1.1	Unconfirmed Minutes of an Ordinary Council Meeting held on 20 May 2025
7.4	7.4.1	Renewable Energy Forum
9.4.1	9.4.1.1	Monthly Financial Statements; 1 May 2025 to 31 May 2025
9.4.2	9.4.2.1	Monthly Payment Listing May 2025
9.4.3	9.4.3.1	Expressions of Interest – Independent Chairperson Position – Audit, Risk and Improvement Committee
9.4.4	9.4.4.1	Unconfirmed minutes of an Annual Meeting of Electors held 9 April 2025
9.4.5	9.4.5.1	Unconfirmed minutes of a Roads and Technical Services Advisory Committee Meeting held 15 May 2025
9.4.6	9.4.6.1	Unconfirmed minutes of a NRM Advisory Committee Meeting held 15 May 2025
9.4.7	9.4.7.1	Unconfirmed minutes of a KHTC Committee Meeting held 3 June 2025
9.4.8	9.4.8.1	50 Newstead Road – Trees – Pictures
	9.4.8.2	Norma Ball – Request to remove trees
	9.4.8.3	Local Law Gazettal 22 May 2020 – page11

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9.4.9	9.4.9.1	Community Emergency Services Manager (CESM) Memorandum of Understanding
	9.4.9.2	CESM Performance Plan
14.1.1	14.1.1.1	Unconfirmed minutes of a CEO PR

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		Committee meeting held 25 March 2025
	14.1.1.2	Unconfirmed minutes of a CEO PR Committee meeting held 29 April 2025
	14.1.1.3	CEO Performance Review
14.1.2	14.1.2.1	Workforce Plan
	14.1.2.2	Organisational Structure
	14.1.2.3	Job Description

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SHIRE OF KOJONUP

Local Planning Policy No. 10 - Wind Farms / Wind Turbines

1. PURPOSE

This Policy sets out the Shire of Kojonup Council's position on wind farms/wind turbines (renewable energy facilities) and is particularly relevant to the Rural zone. It also provides general guidance for other forms of renewable energy facilities including solar farms.

It should be noted that the Local Planning Policy is a guide for the exercise of discretion. The Council will have significant due regard to the Policy requirements in the assessment of any new development application.

The Policy requirements are in addition to the matters set out under the Western Australian Planning Commission *Position Statement: Renewable Energy Facilities* or any updates.

2. RELEVANT SCHEME PROVISIONS

Under the *Shire of Kojonup Town Planning Scheme No. 3* ('the Scheme'), development approval is required for any proposed wind farm categorised as a 'renewable energy facility'.

The Scheme does not include 'renewable energy facility' or 'wind farm' in the Zoning Table (Table 1) or in Schedule I Interpretations. Accordingly, these uses are 'uses not listed' and are required to be assessed as outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

3. OBJECTIVES

The objectives of this Policy are to:

A) Specify information required to support a Development Application and set out key matters to be addressed;
B) Protect the health, safety and amenity of the community;
C) Minimise or avoid environmental impacts;
D) Protect agricultural activities and protect approved development; and
E) Ensure that wind farms are located so as not to have a significant impact on views from the Kojonup, Muradup and Jingalup townsites.

4. APPLICATION OF THIS POLICY

This Policy applies throughout the Shire of Kojonup.

No development approval is required for a domestic scale wind turbine servicing a single residence or a farming operation where infrastructure is contained on one lot and where it meets Scheme setback requirements for the zone. This is subject to the works not impacting a heritage-protected place.

Development approval is required for all other wind farm and renewable energy facility development.

5. POLICY PROVISIONS

5.1 Siting, Separation Distances and Noise Impacts

The Council expects:

A) Wind farms and renewable energy facilities to be carefully sited, designed and appropriately operated to minimise impacts on neighbouring properties, the community and other stakeholders;
B) Proponents to take account of statutory requirements and commercial risk, including noting that adjoining and nearby non-host landowners are able to construct a single house on each lot that they own;
C) That suitable separation distances are provided on the host (proponent) properties. Unless there is a suitable written agreement, the separation distances for noise impacts should not extend onto non-host properties;
D) That any wind farm/turbine is located a minimum of 1500 metres from any dwelling or sensitive land use, measured from extended horizontal blade tip, unless an agreement is entered into with the impacted non-host landowner;
E) That any wind farm/turbine is located a minimum of 1000 metres measured from extended horizontal blade tip, from any non-host landholding to address landowner statutory rights relating to development (including locating a single house on a rural lot); and
F) Wind turbines should be setback a minimum of 200 metres between centre of tower (or 150 metres from extended horizontal blade tip, whichever is greater) and public roads to mitigate safety risks in the event of blade drop or throw.

The Council expects wind farm proponents to:

i) Prepare a suitable Noise Impact Assessment, to the satisfaction of the Council and relevant State Government agencies, to inform the Development Application. The Noise Impact Assessment, amongst matters, to determine potential cumulative impacts on nearby residents and sensitive land uses, construction noise and set out mitigation measures to demonstrate compliance with legislation and best practice;
ii) Commit, at the Development Application stage (and subject to gaining necessary approvals), to later providing a Noise Impact Mitigation Plan for post-operational noise monitoring, to demonstrate that any constructed wind farm complies with the *Environmental Protection (Noise) Regulations 1997*, and to manage complaints regarding noise impact during the operational phase of the development;
iii) Comply with the *Environmental Protection (Noise Regulations) 1997* at all times. This includes the Noise Impact Assessment and on-going operations;
iv) Address the South Australian Environmental Protection Authority *Wind Farms Environmental Noise Guidelines* (2021 or any updated version); and
v) Address the Western Australian Planning Commission (WAPC) *Position Statement: Renewable Energy Facilities*.

5.2 Other Environmental and Social Impacts

The Council expects proponents of wind farms and renewable energy facilities to suitably address environmental and social considerations including for environmental assets, neighbours, the community and other stakeholders. Consistent with the WAPC *Position Statement: Renewable Energy Facilities*, the Council requires a Development Application to address, avoid and minimise impacts on the environment.

An Environmental Impact Assessment (including environmental survey), to the satisfaction of the Council and relevant State Government agencies, is required to inform the Development Application. The Environmental Impact Assessment is required address *Position Statement: Renewable Energy Facilities*, relevant legislation, site features and site context. The Environmental Impact Assessment is also required to set out mitigation measures.

Amongst matters, wind farms and renewable energy facility proposals should not create negative impacts through:

A) Shadowing, flickering, reflection, or blade glint impacts beyond the boundaries of any lot subject to the Development Application;
B) Electromagnetic interference;
C) Interference with existing lawful uses of adjoining and/or nearby land including rural activities and tourism development;
D) Unreasonable interference with normal agricultural or farming activities of adjoining or nearby rural properties including aerial spraying;
E) Impacting unlicenced airstrips on farms or Shire operated airstrips. An aviation assessment, by a suitable qualified aviation consultant, may be required to demonstrate that turbines will not impact on aerial spraying activities and/or airstrip operations; and
F) Amenity impacts on land zoned as Residential, Special Rural or similar.

The Council will take into consideration any separate environmental processes being undertaken at time of lodgement by proponents, whether it be at a State and/or Commonwealth level.

5.3 Visual and Landscape Impact

Wind farms and turbines are required to be designed to blend with the natural landscape, minimising visual impact. The Council will seek to ensure that wind farms are located so as not to have a significant impact on views from the Kojonup, Muradup and Jingalup townsites.

A Visual and Landscape Impact Assessment, to the satisfaction of the Council and relevant State Government agencies, is required to inform the Development Application. The Visual and Landscape Impact Assessment is required to address *Position Statement: Renewable Energy Facilities*. The assessment to include high quality/resolution photographs including views of the existing landscape and photomontages with scaled turbines superimposed.

5.4 Traffic Impacts and Road Contributions

Wind farm and renewable energy facilities can have significant impacts on the condition and serviceability of the local road network, especially during the construction phase. Accordingly, the Council will assess wind farm and renewable energy facility developments for any road contributions, repairs or upgrades to sealed and/or unsealed roads managed by the Shire of Kojonup. This is as a result of construction and/or ongoing activities associated with the development beyond those considered normal day to day access and egress.

The Council may place conditions on any development approval to ensure any costs associated with roads damage, widening, upgrading or other impacts are met by the proponent.

The Council may require a proponent to:

A) Prepare a pre-development 'Road and Shire Infrastructure Condition' report that identifies and records the condition of any local roads and Shire infrastructure that will be affected by any route for heavy vehicles and delivery trucks, needed for the construction phase;
B) Meet the costs associated with any damage caused to the roads or Shire infrastructure attributable to the construction phase of the development. Any damage shall be rectified by the proponent to the standard identified in the pre-development 'Road and Shire Infrastructure Condition' report;
C) Meet all costs of any road upgrading required for construction transport routes and/or the development.

Road contributions will be calculated, for sealed roads, based on the Western Australia Local Government Association's *Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads*. This provides a fair and transparent method for determining the additional maintenance and reconstruction costs attributable to the increased heavy vehicle traffic generated by the wind farm or renewable energy facility development.

Road contributions will be generally negotiated and agreed upon between the Council and the proponent prior to the consideration of the Development Application. Subject to obtaining necessary approvals, the road contributions will be paid by the proponent to the Shire of Kojonup in accordance with the terms and conditions of the agreement.

The Council will use the road contributions to fund necessary road works to maintain and improve the safety and functionality of the local road network

5.5 Community Benefit Fund

As a part of the community consultation and good neighbour agreements, the proponent should consider a meaningful Community Renewable Investment Scheme (CRIS) benefiting local communities and non-stakeholders within 30 kilometres of the project.

5.6 Decommissioning

The Council expects that land will be returned to 'pre-development' condition, as far as practical, once any wind farm or renewable energy facility reaches the end of its life. If a proponent seeks to retain some infrastructure on the land, such as roads or turbine foundations, then that needs to made clear at the Development Application stage.

A Decommissioning Plan must be submitted and approved as part of the Development Application demonstrating principles of recycling, repurposing and rehabilitation. The Council expects the Decommissioning Plan, amongst matters, to suitably address:

A) Disconnection from electrical grid;
B) Turbines/PV and all ancillary equipment removed and materials recycled where possible;
C) All above ground components removed and site rehabilitated to former condition;
D) Underground cabling and concrete turbine footings typically remain in the ground (below ploughing depth) unless economical to remove and recycle;
E) Access roads, gates and fencing may be removed and land rehabilitated, unless required by the landholder; and
F) Funding guarantee – via bond, sinking fund, bank guarantee or similar.

The Council may require proponents to set aside moneys and budgeting for decommissioning costs throughout the life of the development.

The Council expects that substantial decommissioning and remediation works will commence within twelve (12) months of wind turbines or renewable energy facility no longer generating power.

6. APPLICATION REQUIREMENTS

In addition to standard Development Application requirements set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*, a Development Application for wind farm or renewable energy facilities must be accompanied by the following information unless otherwise advised by the Council:

A) Detailed specifications of the wind farm or renewable energy system to be installed, including site plans detailing setbacks, access, and elevation plans for any building structures;
B) Noise Impact Assessment;
C) Environmental Management Plan (informed by an Environmental Survey);
D) Visual and Landscape Impact Assessment;
E) Heritage Impact Assessment for any known or registered places or buildings containing Aboriginal or historic cultural heritage significance;
F) Traffic Management Plan and a Pre-development Road and Shire Infrastructure Condition Report. As required, a Traffic Impact Assessment for traffic activities associated with development during construction, operation and decommissioning may also be required;
G) Bushfire Management Plan for any land designated by the Fire and Emergency Services Commissioner as being bushfire prone;
H) Aviation Impact Assessment;
I) Construction Management Plan;
J) Operational Management Plan;
K) Decommissioning Plan;
L) Community Benefit Fund; and
M) All pre-lodgement consultation outcomes.

7. PRE-CONSULTATION AND CONSULTATION

The Council expects that proponents actively engage in early community and stakeholder consultation, prior to lodgement of a Development Application. Early, meaningful community consultation, demonstrating an ongoing commitment to providing clear information and ensuring opportunities for genuine input, is important to delivering good planning outcomes. Pre-lodgement consultation should identify and consider options for eliminating, reducing or otherwise managing impacts, not merely informing communities and stakeholders on the proposed development and layout.

8. ASSESSING DEVELOPMENT APPLICATIONS

The Scheme does not currently include ‘wind farm’ or ‘renewable energy facility’ in the Zoning Table (Table 1) or in Schedule 1 - Interpretations. Accordingly, ‘wind farm’ and ‘renewable energy facility’ are best classified as ‘uses not listed’ and are required to be assessed and advertised as outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Council will assess Development Applications against clause 67(2), Schedule 2, Part 9 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Policy does not bind the Council in respect of any application for development approval but the Council is to have due regard to the objectives and provisions before making its determination.

9. DEFINITIONS

Unless otherwise noted, terms used in this Policy have common meanings and include those defined in the *Planning and Development Act 2005*, *Planning and Development (Local Planning Schemes) Regulations 2015* and the Scheme.

Decommissioning - Wind turbines, site office and any other ancillary infrastructure is removed from the site. Roads and foundation pads are covered and revegetated, allowing land to be returned to its former use.

Renewable Energy Facility - Premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

Scheme - *Shire of Kojonup Town Planning Scheme No. 3* or any update.

Sensitive Land Use - for the purpose of this Policy, the term 'sensitive land use' is as per the definition in the WAPC *Position Statement: Renewable Energy Facilities* as 'comprise land uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include dwellings, short-stay accommodation, schools, hospitals and child care centres and generally exclude commercial or industrial premises.'

Wind farm - means premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use.

Wind turbine - Any equipment, ancillary to existing land development, that is used to convert and then store and/or transfer energy from the wind into usable electrical energy. The term includes any equipment used in the activity such as base, blades, generator, pole, tower, transformer, vane, wire, inverter, batteries etc.

10. RECORD OF COUNCIL POLICY APPROVAL AND STATUTORY BASIS

Statutory Legislation	The Local Planning Policy has been prepared in accordance with Schedule 2, Part 2 and Clauses 3 and 4 of the 'Deemed Provisions' of *Planning and Development (Local Planning Schemes) Regulations 2015.*
Adoption (initial)	20 August 2024
Adoption (final)	29 April 2025
Version Control	Version 3 – April 2025
Scheduled Internal Review Date	Subject to community and stakeholder consultation

Mark Wandel
MR & HL Wandel
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2 January 2025
Chief Executive Officer
Shire of Kojonup
PO Box 163
KOJONUP WA 6395
By Email: council@kojonup.wa.gov.au

Dear Sir/Madam,
LOCAL PLANNING POLICY No 10 – WIND FARMS / WIND TURBINES

We would like to add comments and suggestions to the current local planning policy for Wind farms.

Some of the key points I agree with are
3. OBJECTIVES
A. To protect continued traditional agricultural, other food production activities, and tourism uses.

Kojonup is a core high production agriculture production area and should be continuing to maintain this focus.

C. To decrease the visual impact of wind farms by implementing a minimum distance to neighbouring lot boundaries.
E. To achieve wind farm layouts which do not compromise the safety of the local community, aviation activities, or continuation of activities occurring on nearby and adjacent land.

H. To ensure that wind farms are located so as not to have a significant impact on Views from Kojonup, Muradup and Jingalup townsites.

Why just the town sites. Does this relate to future subdivisions and potential new home building sites on farms. Farm infrastructure sites eg sheds/workshops.

J. To protect and maintain Council's Road Infrastructure.

Roads are a key concern; many roads in the Jingalup area are already narrow and high risk areas with traffic collisions. Farmers have to install internal roads next to shire roads to move machinery. Higher traffic flowers on roads such as Sampson road would be of major concern without any major improvements in its structure.

K. To conserve use of local resources such as gravel, water and sand.

4. POLICY MEASURES

B. Wind Farms / Wind Turbines should be positioned so as not to significantly impact adjacent properties or the surrounding area in terms of noise, visual or traffic impacts.

5. APPLICATION REQUIREMENTS

k) Aviation Impact Assessment;

Due to the area's high rainfall and paddock trafficability issues, aviation use for spraying and spreading needs to be maintained for high productivity of the district.
We have been advised from aerial contractors they will not fly near wind turbines.

8. VISUAL AND LANDSCAPE IMPACT

Wind farms are required to be designed, sited and operated to minimise their visual impacts and shall meet the following requirements:

i. Turbine locations, measured at the tip of the blades, a setback of at least 1.5 Kilometres from a highly sensitive premise (e.g. dwelling) is required.

ii. Without a good neighbour agreement in place, a minimum setback is required of at least 1 kilometre from any wind turbine, measured at the tip of the blades, and a sensitive land use that is not associated with the development area;

iii. With an executed good neighbour agreement, turbine setback can be located to a minimum of 500 metres between any wind turbine and a non-participating neighbouring lot boundary (sensitive land use);

We would like to see this changed to,

“Without a good neighbour agreement in place, a minimum setback of at least one and a half (1.5) kilometres from any wind turbine, measured from the tip of the blades and potential sensitive land use that is not associated with the development area”.

Point 8.3 With an executed good neighbour agreement turbine setback can be located to a minimum of five hundred (500) metres, between any wind turbine and non-participating neighbouring lot boundary (sensitive land use).

Please confirm what a good neighbor agreement draft would look like.

10. OTHER POTENTIAL IMPACTS

ii. Unreasonable interference with normal agricultural or farming activities of nearby rural properties, such as aerial spraying. An aviation assessment by a suitable qualified aviation consultant is required to demonstrate turbines will not impact on aerial spraying activities of surrounding farms or unlicensed airstrips;

Due to the area's high rainfall and paddock trafficability issues, aviation use for spraying and spreading needs to be maintained for high productivity of the district.
Would proposed personal air strips of the future be included in the conciliation process. We are investigating adding an airstrip on the property Cooralong on the East side of Sampson road. For Aerial application of fertilizers, chemicals and fire bombing.

Other impacts we see are the fire risk and the use of water bombers to control bush fires. If wind turbines are in the area what is the designated no fly zone around wind farms. This will add higher risk of loss of property from fires if water bombers can not be used to control fires in the district.

Some of this wording in the document is based around dwellings. We have concerns around high intensity agricultural areas with livestock such as feedlots. What are the effects on livestock and the people working in these areas? Larger workshops which have full time employees and proximity of wind farms to these work places.

Future subdivision opportunities of areas surrounding wind farms as populations grow.

Feel free to contact us if any clarification is required.

Yours Sincerely

Mark and Hayley Wandel

SJ & MJ Williams
Millwaise Farm
1020 Samson Road
JINGALUP WA 6395

Stacy: 0439 986 679

2 January 2025

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

By Email: council@kojonup.wa.gov.au

Dear Sir/Madam,

LOCAL PLANNING POLICY No 10 – WIND FARMS / WIND TURBINES

We refer to the above matter and advise we are extremely concerned about the proposed wind farms in the Kojonup area and the absolute lack of care in respect to neighbouring properties by the wind farm developers and landowners alike.

We welcome the proposal from the Shire to make clear rules as to where wind turbines can be situated in respect to visual impact, distance from, not only homes, but neighbouring boundaries and roads.

We would like to see changes made to the visual and landscape impact as it currently stands. We refer to Point 8 - Visual and Landscape Impact in your draft documentation and advise we would like to see changes made to that.

Point 8.2 Without a good neighbour agreement in place, a minimum setback of at least one (1) kilometre from any wind turbine, measured from the tip of the blades and a sensitive land use that is not associated with the development area.

Point 8.3 With an executed good neighbour agreement turbine setback can be located to a minimum of five hundred (500) metres, between any wind turbine and non-participating neighbouring lot boundary (sensitive land use).

We would like to see it changed to,

"*Without a good neighbour agreement in place, a minimum setback of at least one and a half (1.5) kilometres from any wind turbine, measured from the tip of the blades and potential sensitive land use that is not associated with the development area".*

Point 8.3 With an executed good neighbour agreement turbine setback can be located to a minimum of five hundred (500) metres, between any wind turbine and non-participating neighbouring lot boundary (sensitive land use).

The reasonings for our proposed changes are, as follows:

1. A neighbouring property to a wind farm, should have no adverse impact upon it. For example, the neighbouring property should not be restricted as to where they can build due to a wind turbine.

2. Changing from one (1) kilometre to one and a half (1.5) kilometres, gives neighbours more of a buffer zone to the visual impact of wind turbines, due to the turbines that are now being built upwards of two hundred to two hundred and fifty (200-250) metres high.

3. Changing from one (1) kilometre to one and a half (1.5) kilometres will ensure that prospective wind farm developers communicate with neighbours a lot better than what they have done previously, to avoid disputes that have arisen with previous wind farms. Changing from one (1) kilometre to one and a half (1.5) kilometres will not impact any wind farm developer, and will ensure neighbouring properties are less distressed by the wind turbines.

4. It is important to note that one (1) kilometre is not a great distance in the context wind turbines measure approximately two hundred (200) metres high.

5. Changing from one (1) kilometre to one and a half (1.5) will ensure neighbours can still undertake aerial spraying safely.

6. Changing from one (1) kilometre to one and a half (1.5) kilometres will protect neighbouring properties in regards to future subdivisions they may wish to undertake.

7. Changing from one (1) kilometre to one and a half (1.5) kilometres will help potential devaluation of neighbouring properties. This is an extremely important point.

We look forward to hearing from you in respect to the abovementioned changes.

Yours sincerely,

Stacy and Melissa Williams

Stacy and Melissa Williams
0439 986 679

6/1/25

Chief Executive Officer
Shire of Kojonup
PO Box 163
Kojonup 6395

Re - SHIRE OF KOJONUP LOCAL PLANNING POLICY NO.10 – WIND FARMS / WIND TURBINES

I am writing as a landowner in the Shire of Kojonup who has been approached by multiple wind farm developers recently. I would like the Shire to defer acceptance of the Local Planning Policy No.10 Wind farms until myself and others have time to discuss the policy with neighbours, other Kojonup landowners and Shires who already host wind farms.

The public notice was published on 25/11/24 with a submission date for comments of 6/1/25. Most landowners (who this policy will mostly effect) have been busy harvesting during this period. They will then get some well earned holiday time in January. I would like the submission date put back to March 2025 to give landowners reasonable time to assess the policy.

I believe Kojonup should be embracing the WA state government's push towards renewables as they look to close the Collie coal powered stations by 2030. There are many reasons why Kojonup should be looking for new types of industry with climate change predicted to significantly effect rainfall in the south west of WA. I believe the wool industry is in a death spiral which is a major employer of people in the area. I also think we should be playing to our strengths with Flat Rocks Stage 1 consistently being ranked as one of the best performing wind farms in Australia since its commissioning.

I know for a fact many landowners (including myself) in Kojonup would like to host wind turbines as part of a wind farm development to enable an alternative source of income which is compatible with my existing farming business. The WAPC Renewable Energy Facility document is designed to "support the consistent consideration and provision of renewable energy facilities within Western Australia" and I think the Shire of Kojonup wind farm planning policy should also be designed to be supportive.

Regards

James and Nina Hope
jameshope@rockliffe.com.au
0404910118

Estelle Lottering

From: Shire of Kojonup Council
Sent: 6 January, 2025 4:28 PM
To: Tonya Pearce; Grant Thompson; Estelle Lottering
Subject: FW: Local Planning Policy N.10 - Wind Farms/Wind Turbines

Kind Regards,

Bree Cavanagh
DEBTORS AND CUSTOMER SERVICE OFFICER
SHIRE OF KOJONUP
PART-TIME WEDS/FRI

93 Albany Highway Kojonup WA 6395 | PO Box 163 Kojonup WA 6395
Tel: 9831 2400 | www.kojonup.wa.gov.au

FOR RECIPIENTS EXTERNAL TO THE SHIRE OF KOJONUP

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From: Sarah Rankin <sarah@mhenergy.com.au>
Sent: Monday, 6 January 2025 11:38 AM
To: Shire of Kojonup Council <council@kojonup.wa.gov.au>
Subject: Local Planning Policy N.10 - Wind Farms/Wind Turbines

Good morning and Happy New Year,

I am responding to the call for submissions as a long time Kojonup resident and MD of a local renewable development company.
Thank you for allowing feedback on the Draft Local Planning Policy No.10 – Wind Farms/Wind Turbines. As an initial comment the policy has been sent out for comment over a typically busy time for local residents ie harvest and over much of the Christmas/Summer holiday period. It is for this reason that it maybe beneficial to delay the closing date for submissions until end of February 2025 to enable local residents to read and consider the draft policy to allow them to submit feedback.

I must confess to be in the same situation, ie reading the policy today on the closing date of submissions.

So to summarise my initial thoughts;
The Shire of Kojonup is one of the most experienced Councils in the State in assessing with wind farm applications given the work undertaken during the development approval and successful operation of the Flat Rocks wind farm. As you would be aware it is unlikely that the Council will be the determining body for future renewable energy developments with the JDAP (hybrid model) and SDAU (WAPC) options seen as preferred pathways. In electing to draft this policy the Council should be mindful to not deal itself out of the planning process and rather encourage

active engagement with developers and local residents wanting to host renewable and other forms of energy generation on their properties.

The Flat Rocks wind farm has performed exceptionally well since commissioning with August and September 2024 results placing Flat Rocks as the best performing wind farm in Australia and regularly in the top 5 performing wind farms since. This has placed Kojonup and surrounding Shires very much on the developers list as southern wind is now better understood and needed to balance wind farm generation in the north. As the agricultural industry faces external pressure for social licence in areas such as live export, I would hope our Council looks to welcome the introduction of new industries compatible with broadacre agriculture to ensure the future survival of our town. Wind and solar developments ARE compatible with agriculture and can offer an underlying economic base to our Shire in the future. It is worth noting that during the construction of the Flat Rocks wind farm project some $11.5 million dollars flowed through to local businesses be it food service, accommodation and essential supporting business in local engineering and supply delivery. Since commissioning the project has bought many additional visitors both commercial and tourists to view the project. Each of these visits sees additional dollars coming into the local economy.

I hope the Council can extend the more time to comment on this policy given the timing of the submission period. If not it would be helpful from a developer point of view to see the supporting Shire material in relation to specific set backs proposed, as these are outside those presented in the WAPC guidelines, and more detailed information on the Shire of Kojonup's consultation expectations in particular the "use of a range of tools for community and stakeholder engagement".

Look forward to your feedback and trust we will have more time to review this policy.

Kind Regards
Sarah

Dr Sarah Rankin
M:0419 864 493
Managing Director
Moonies Hill New Energy Pty Ltd
5 Barnfield Road CLAREMONT WA 6010

RECEIVED
28 FEB 2025
SHIRE OF KOJONUP

Grant Thompson
Chief Executive Officer

Dear Council,

Thanks for the opportunity to submit a submission for the local planning policy No.10 – Wind Farms / Wind Turbines.

I am led to believe that around 10 million dollars was spent during the construction stage of Flat Rocks Wind Farm stage 1 in Kojonup, Broomehill/Tambellup and surrounding communities in the way of accommodation, Food, Fabrication Businesses, Earthmoving, fuel the list goes on and on.

Flat Rocks Wind Farm stage 1 has a community fund of $ 75,000 shared between the two shires it is built on for sporting clubs or any other not for profit organisation that benefit the broader community, which I think is a fantastic idea.
I am sure that any shire would like to have that sort of funding every year for the life of the project.

So my question is, why are you the shire trying to make it even more difficult than it is already with your Local Planning No. 10- Windfarms/ Wind Turbines. I would personally like to see more encouragement of new industries such as Windfarms/ Wind Turbines because I think that they integrate very well with modern day farming practices and brings economic and employment opportunities to our and surrounding communities.

So in closing, we all know that the Shire as with I suspect a lot of other shires are struggling for finances, so I'd hate to see a great opportunity slip through our fingers.

Who knows what's around the corner you only have to look at what's happened to the sheep industry in the last 18 months, the industry has been completely decimated.

Thanks again for the opportunity.

Cameron Cant.
2855 Broomehill Road
KOJONUP WA 6395

euvista@bigpond.com

26th February 2025

C.C. Cant

RECEIVED
19 FEB 2025
SHIRE OF KOJONUP

Chief Executive Officer
Shire of Kojonup

I own farmland in Shire of Kojonup, City of Albany and Shire of Kondinin & Narembeen.

I fully support farmland being used for renewable energy projects and the neighbours of our Hyden farm have King Rocks wind farm about to start construction. We have no involvement with the project or get any direct benefit from it but will be able to see most of the turbines from our house. We fully support this project and the installation of wind turbines.

I recently heard the CEO of Shire of Merredin talking about the benefits of renewable energy and how they were seeking out renewable energy projects within their shire due to the benefit to the whole community. I think he is the most progressive and forward thinking Local Government CEO I have ever heard talk due to how the Shire of Merredin are seeking out development that has benefit to all rate payers.

I saw in local Kojonup news that Shire of Kojonup are proposing new local planning policy in relation to wind farms and wind turbines. I have briefly read through the proposed policy and as a farmer and land owner in Shire of Kojonup I am strongly opposed to this proposed planning policy.

I would encourage Shire of Kojonup to scrap this proposed policy and be more progressive and forward thinking and to consider the benefits of these projects to the community as a whole by bringing in more workers and families and also the ongoing money these projects put into the local communities.

Please get on the front foot and welcome these major projects into our community so we can all benefit rather than having the projects go to more progressive local government areas.

Kind Regards

Troy Pillage
0417 948 160
16/02/2025

27 February 2025

Chief Executive Officer
Shire of Kojonup
PO Box 163
KOJONUP WA 6394

Re: Submission Response to Shire of Kojonup Local Planning Policy N0. - 10 Wind Farms/Wind Turbines

Dear Grant and Councillors,

I am writing to express my concerns regarding the proposed Local Planning Policy No 10 - Wind Farms/Wind Turbines currently under consideration by the Council. While I appreciate the Council's motives in establishing local guidelines for wind energy developments, I believe the current draft of the policy could be improved to provide greater clarity and alignment with best practices. A well-structured policy should present information in a concise and targeted manner while avoiding unnecessary duplication.

The policy places significant emphasis on lot boundary setbacks rather than considering the broader and more important, community impact of wind farm developments. While property boundaries and environmental impacts are relevant, it is also important to assess the economic, and social benefits that wind farms can offer to the wider community. A more balanced approach may help ensure that viable projects are not unnecessarily constrained while still addressing key concerns.

Furthermore, the policy references several regulations and policies that do not typically relate to wind farm developments, which may create some confusion. Given that the Western Australian Planning Commission (WAPC) has already published a Position Statement on Renewable Energy, which presents clear and succinct guidance on these developments, aligning the Shire's policy with this framework could help provide more consistency and reduce potential conflicts.

I would like to bring to your attention that many ratepayers across the Shire have been approached by and are working with renewable energy developers. Wind energy developments presents a once-in-a-generation economic and infrastructure opportunity to the Great Southern region, highly compatible with existing agricultural activities. However, the current draft policy may inadvertently restrict landowners' ability to participate in this opportunity, thereby reducing economic benefits for our Shire and the region.

Additionally, I strongly believe that the local community should be actively consulted and involved from the outset in shaping such a significant local planning policy, rather than only providing feedback on a draft that appears to be being rushed through. Meaningful community engagement will help create a more balanced view that reflects the needs, aspirations, and concerns of all stakeholders. Transparent and inclusive consultation will also help build trust and support for the policy among residents and businesses alike.

Furthermore, the policy should explicitly include a clear statement outlining the Shire of Kojonup's official position on wind farms. A well-defined stance will provide certainty to landowners, investors, and the community about the Shire's commitment to renewable energy development and its role in supporting a sustainable economic future.

I encourage the Council to consider the approach taken by the neighbouring Shire of West Arthur (see attached Key Principles for Effective Renewable Energy Development in the Shire of West Arthur - download: https://www.westarthur.wa.gov.au/documents/875/key-principles-for-effective-renewable-energy-development-in-the-shire-of-west-arthur. They have recognised that embracing renewable energy opportunities can help diversify the Shire's economic base and ensure long-term prosperity. Renewable energy developments have the potential to inject significant investment into the local economy as already demonstrated by the recent construction of the Flat Rocks Wind Farm Stage 1. This resulted in some $11.6M injected into the local economy during construction, created 30 local jobs, and now provides ongoing support to the sustainability of our community via the annual $75,000 Community Benefit Fund. Adopting a more forward-thinking approach would position the Shire as a leader in this transition, ensuring appropriate guidelines are in place while maxising community benefits.

I urge the Shire to review and refine the current draft policy, seek real community input and to better align with the State's position, while supporting the participation of landowners, businesses, and the wider community in the renewable energy transition. I welcome further engagement on this matter and appreciate the opportunity to provide input.

Yours sincerely,

Dr Sarah Rankin
E: slrankin@bigpond.com
M:0419864493

Key Principles for Effective Renewable Energy Development in the Shire of West Arthur

NOVEMBER 2024

Executive Summary

With the announcement of the Federal and State Government legislation to reach Net Zero emissions by 2050, it has become clear that the Shire of West Arthur will play a pivotal role in the energy transition for the State of Western Australia. The proposed development of renewable energy projects will result in a substantial transformation to the Shire's existing landscape, economy and community.

The Shire, acting on behalf of the community, has assumed a proactive role in ensuring that the community's desires and needs are heard, acknowledged and factored into the decision-making process for all stakeholders through the creation of this document. A transition of this magnitude could present various opportunities and issues for our small community.

The West Arthur Shire Council has endorsed the following position statements in relation to renewable energy developments within the Shire.

> ***Council supports the development of renewable energy in the Shire.***
>
> ***The Shire's main industry is agriculture, and Council considers the development of a renewable energy industry should complement this existing agricultural industry.***
>
> ***Council considers that the transition is a rare opportunity that could bring significant financial benefits and opportunities to the area. It is essential that the energy transition currently underway delivers economic opportunities, ensures reliable and affordable electricity, develops legacy infrastructure and maximises the benefits for the community.***
>
> ***Council acknowledges that the introduction of a new industry also brings with it significant challenges.***
>
> ***Council will support the development of renewable energy projects and endeavour to foster long term positive benefits for the community.***
>
> ***Council will aim to maintain existing community infrastructure that may be impacted as a result of the developments.***

Community consultation identified issues and opportunities for our community. Developers involved in renewable energy initiatives, along with professionals in related fields, are urged to ensure they address the following principles throughout their project development process to guarantee their projects are supported by the community and benefit the community both now and in the future.

> ***Partnership*** *– Developers actively partner with the community and West Arthur Shire Council, government and other parties when looking to invest in our region.*
>
> ***Collaboration*** *to create efficiency and coordination: Council will facilitate the collaboration of different project developers with each other, to find efficiencies. The Council commits to working collaboratively with neighboring LGAs to leverage regional opportunities.*

Community Participation *– Council and developers undertake continuous engagement with the community to ensure that continuous learning about the transition occurs. Like the Hay Shire council in NSW, we want to ensure that the change is "happening with us, not to us,"* [1].

Long-term thinking *– This transition is a once in a generation opportunity to develop our community. Decisions need to take into account the long-term legacy of the projects for future generations.*

Transparency *– Council expects clear communication, no hidden agreements.*

Economic Diversification *- for greater stability and less vulnerability.*

Build Resilience *- We have the chance to strategize and adjust to these circumstances by capitalizing from the renewable energy transition and through clever management of impacts and opportunities.*

Leadership *– Shire of West Arthur will lead thinking in relation to multiple developments as part of the clean energy transition and assist other regional Councils and communities to do the same.*

Photo credit (front page): Caro Telfer

[1] Fundamental Principles for Successful Renewable Development in Hay LGA, (2024)

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Purpose

This document outlines the position, expectations and priorities of the Shire of West Arthur concerning the advancement of renewable energy transition within the Shire and it's neighboring areas. The aim is to ensure that these developments are undertaken in a manner that contributes to the prosperity of the region and establishes a legacy for our community.

It also outlines the impacts, opportunities and challenges of these proposed developments as identified by the community. This document details the Council's position in relation to the development of the wind farms and was endorsed at the December 2024 council meeting.

The information in this document will provide developers with an understanding of our community and the expectations of our community when developing their projects in the area.

Context

Western Australia is undergoing an energy transition that is being driven by the Federal and State Government legislation to reach Net Zero emissions by 2050. The State Government has also committed to reducing its own emissions by 80% by 2030 which includes retiring the State-owned coal fired power station in Collie.

The proximity of our Shire to existing power infrastructure such as power plants, existing 220kV line which extends through the north of the Shire and the two existing 132kV power lines through the southern part of the Shire makes the area attractive to developers (Figure 1).

Figure 1: Location of existing power lines in the Shire of West Arthur.

At the time of writing, there had been announcement of two projects within the Shire boundaries; the announcement of a project on the northern boundary of the Shire (but located in the Williams Shire); and two projects in development (but not yet announced). Other developers have also been in discussions with the Shire over the past 18 months. The development of these projects will require the upgrading of existing power transmission

infrastructure, however no formal announcements by the State Government have been made to date.

Energy production is a new industry for the Shire of West Arthur. This will mark a substantial change to the community that will impact individuals, the way land and water resources are managed, and the community's identity. Traditionally, industry in our Shire has predominantly been centered around primary agricultural production. According to the Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES) 70% of income in the West Arthur Shire is generated from agriculturally based businesses. Given that the existing sector of agriculture or agriculturally based employment is a major economic driver for the Shire, wind farm proponents need to ensure that renewable energy and agriculture can coexist.

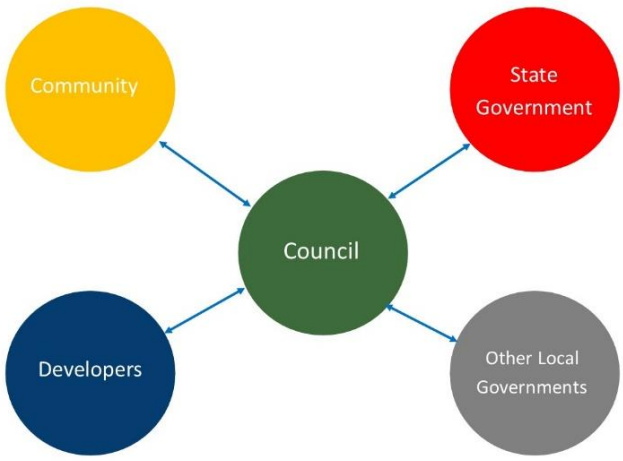
In community consultation undertaken by the Shire, 71% of participants that engaged in the sessions indicated they understood the necessity for a transition from fossil fuels to renewable energy. However, only 37% of individuals demonstrated enthusiasm for the potential opportunities that the shift could offer. This highlights the apprehension within the community regarding these developments.

Listening to the Community and Learning about Developments

Through a series of community consultation events and surveys, Council has facilitated in-depth discussions about community concerns, expectations and aspirations. Appendix A outlines the community consultation that has been undertaken and the results of this consultation.

Consulting with the community is also a core requirement of the Shire's strategic planning process and information from these strategic documents has also been considered. More details on these can be found in Appendix B.

Energy production is a new industry for our Shire, and Shire staff, Council and community members have had to learn about how a renewable industry develops and operates. We have engaged in discussions with developers, the State Government, as well as other local governments and stakeholders to understand the progression of this emerging industry.



Council's Position on Renewable Energy Projects

Council has had extensive discussions about the development of renewable energy in the Shire of West Arthur. By endorsing this document, Council seeks to inform the community of it's position and to communicate to developers it's expectations in relation to developer contribution to the community that they are will become part of. Council has endorsed the following position statements.

Council supports the development of renewable energy in the Shire.

The Shire's main industry is agriculture and Council considers the development of a renewable energy industry should complement this existing agricultural industry.

Council considers that the transition is a rare opportunity that could bring significant financial benefits and opportunities to the area. It is essential that the energy transition currently underway delivers economic opportunities, ensures reliable and affordable electricity, develops legacy infrastructure and maximises the benefits for the community.

Council acknowledges that the introduction of a new industry also brings with it significant challenges.

Council will support the development of renewable energy projects and endeavour to foster long term positive benefits for the community.

Council will aim to maintain existing community infrastructure that may be impacted as a result of the developments.

Challenges and Opportunities

Our community identified the following as the main concerns associated with renewable energy development:

- Community division
- Decommissioning
- Change in our community structure (agriculture vs renewable energy)
- Lack of resources for development
- Lack of regulations guiding development
- Environmental Impacts
- Transparency of agreements and discussions
- Housing shortages
- Construction and location of worker accommodation
- Management of waste
- Inconsistency of benefits provided
- Impacts on existing infrastructure such as roads
- Noise pollution
- Potential rate increases

The findings are illustrated in word cloud format in Figure 2, where the larger words represent the most significant concerns of the community.

Figure 2: Community concerns associated with renewable energy development

> ***"We want transparency and a consistent process. We want to be able to trust these wind farm companies" (Shire-led Workshop Session participant)***

Refer to Appendix A for a more comprehensive description of community feedback on impacts, challenges and opportunities identified by the community.

Development of a new industry can also bring benefits. Our community identified the following opportunities (Figure 3):

- Population influx
- Legacy infrastructure post construction
- Collaborative initiatives between the Shire and Energy companies
- Advancing local businesses
- Drought-proof land holders (diversification)
- Renewable energy spokesperson
- Assist small land holders
- Assist with the clean energy transition
- Provide job opportunities

Figure 3: Opportunities identified by the local community

> ***"We need to ensure that we capitalise on this, this is a once in a lifetime opportunity" (Workshop participant)***

Financial Benefits

The development of renewable energy projects can result in significant financial benefits for a community, allowing strategic projects to be undertaken that would otherwise not be possible. Financial benefits can be delivered in a variety of forms including;

- Payments to landholders hosting the developments
- Payments to neighbours adjacent to the project
- Community Benefit or Enhancement Funds (CBF/CEF) from each project during and after construction
- Council rates or Payments in Lieu of Rates (PILOR)
- Sponsorship during early phases of development

Community benefit funding arrangements are established during the planning process for each project and typically delivered once the operational phase of the project begins. The community has identified projects of strategic importance that could benefit from increased funding as identified by the local community (Figure 4).

Figure 4: Suggested projects to benefit from increases in funding.

Other economic benefits for our region include local jobs, procurement, increased use of local services and businesses, provision of training services and development of new community services.

Council and Community Expectations

Developers are urged to partner with the West Arthur community by interacting with the Council and taking an active role in the community to ensure that their objectives are aligned with expectations of council and the community. These expectations are:

- Open communication
- Transparency
- Striving for inclusivity - preventing division
- Contributing to the community – change in landscape/visual amenity and lifestyle – the whole community needs to reap the benefits
- Being part of the community
- Creating Partnership between the Shire and the renewable energy industry
- Collaboration amongst developers to minimize cumulative impacts
- Long term strategic thinking to develop our community

The Way Forward

Timeline

Most renewable energy projects follow a similar process for development although it is not uncommon for the timelines for these projects to differ. An example project timeline is shown in Figure 5.

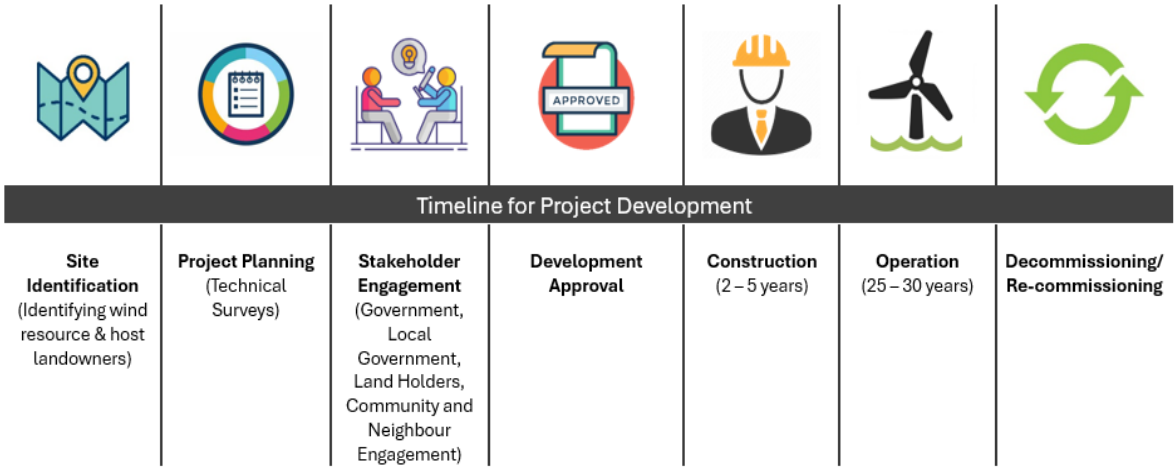


Figure 5: Process for the development of renewable energy projects

The Integration of Renewable Energy and Existing Sectors

Our region is beginning to experience a drier climate creating new challenges for the agriculture sector in our community. When farmers are impacted, all businesses in the community are impacted.

The integration of renewable energy projects into our economy will help relieve the impact of changing weather conditions by providing an additional reliable income stream for host landowners. This will create more stable economic conditions.

Developers are urged to engage with land holders, environmental specialists, and other local business stakeholders to seek advice on current agricultural operations within the Shire. This approach will ensure that developments complement existing operations rather than detract from them.

When undertaking socio-economic assessments of proposed wind farm developments, developers are encouraged to involve the Shire and the community through regular meetings, and community consultation sessions to gain an understanding of our community.

> ***"If this is to go ahead, how can we ensure that the services we have in town support this kind of development? We want local businesses to get first opportunity to provide a service rather than developers going and spending their money elsewhere" (Local Business Owner)***

Creating efficiencies

The impact of multiple new developments in the Shire can create burdens for local government and the community. Coordination and collaboration will reduce these burdens and make the process easier. We are a very small community, and the impacts of these developments could be minimized through focus and coordination to create efficiencies that make the process easier.

Community Participation

Community participation in the process of development will ensure that there is community ownership of the distribution of the benefits. We encourage the community to actively participate and continuously learn about the renewable energy transition. Council will facilitate conversations to ensure that the community is engaged. Working together, even if we have differing views on the developments, will ensure that we create the best outcomes for our community.

Principles to apply

Developers of renewable energy projects (and other industries if applicable) are asked to apply the following principles to the development of their projects to become genuine members of our community:

1. **Partnership** – Developers actively partner with the community and West Arthur Shire Council, government and other parties when looking to invest in our region.
2. **Collaboration** to create efficiency and coordination: Council will facilitate the collaboration of different project developers with each other, to find efficiencies. The Council commits to working collaboratively with neighboring LGAs to leverage regional opportunities.
3. **Community Participation** – Council and developers undertake continuous engagement with the community to ensure that continuous learning about the transition occurs. Like the Hay Shire council in NSW, we want to ensure that the change is "happening with us, not to us," [2].
4. **Long-term thinking** – This transition is a once in a generation opportunity to develop our community. Decisions need to take into account the long-term legacy of the projects for future generations.
5. **Transparency** - clear communication, no hidden agreements.
6. **Economic Diversification** - for greater stability and less vulnerability.
7. **Build Resilience** - We have the chance to strategize and adjust to these circumstances by capitalizing from the renewable energy transition and through clever management of impacts and opportunities.
8. **Leadership** – Shire of West Arthur will lead thinking in relation to multiple developments as part of the clean energy transition and assist other regional Councils and communities to do the same.

[2] Fundamental Principles for Successful Renewable Development in Hay LGA, (2024)

Conclusion

This document has been prepared by the Shire of West Arthur and conveys a message from our Community to the State Government, other Local Governments, key stakeholders and renewable energy developers associated with the renewable energy transition. The key points we wish to communicate are.

- We are supportive of the renewable energy transition
- We aim to make this a positive experience by continuing to provide support through coordination and collaboration with the community
- We ask developers to apply to the principles set out in this document to enhance collaboration and achieve favourable outcomes for our community
- We want to ensure that renewable energy development compliments existing practices and plays a role in fostering the economic development of the community
- We will place an emphasis on prioritising strategic projects that can be undertaken because of the financial benefits

Appendix A – Community consultation

Wind farm forum

The Shire's initial community engagement occurred in July 2023 after it became aware of developers beginning discussions with local land holders. This session was intended to be an information session for the local community which included presentations from legal experts, government departments, noise experts, wind farm proponents, and other renewable energy professionals. This session was attended by 150 people.

Shire-led Workshop session

Peta Ashworth, the Director of the Curtin Institute for Energy Transition facilitated two community consultation sessions in the second half of 2024. The first session was an initial targeted stakeholder meeting in October 2024. The purpose of the meeting was to gauge community sentiment regarding the proposed developments, assess the level of understanding among the participants, and gather information to share with the broader community. This meeting encouraged a robust, and transparent discussion and provided information to the participants to disseminate to their peers.

This was followed by an open wind farm community consultation session in November 2024 which was informed by the session in October. Again, this was facilitated by Peta Ashworth and the invitation to this event extended to the wider community. Guest presenters included Jai Thomas, Deputy Director General – Coordinator of Energy and leader of Energy Policy WA, and wind farm representatives from Acciona, Lacour, RES, and Green Wind. The evening's agenda consisted of presentations delivered by the guest speakers, which were followed by an interactive session using the application Slido to capture the data. Subsequently, a panel discussion featuring a question-and-answer session took place. The responses are compiled at the end of this Appendix.

Surveys

As a part of the Shire-led community consultation session a survey was distributed to residents in the community in October 2024. The purpose of the survey was to contribute to the research into the social impacts of the renewable energy transition being undertaken by Curtin University.

Other Local Governments

The Shire has also been engaging with other Local Governments that are currently hosting wind turbines or who are likely to host renewable energy projects to gather a comprehensive understanding of their interactions with developers, and the opportunities and issues they see resulting from the developments in their Shire and to provide a coordinated approach to these developments.

Outcomes

Through the forum, community consultation session and surveys the Shire has fostered a comprehensive understanding of the community's concerns regarding the proposed renewable energy developments.

- **Community division** - Will these developments create a division within the community regarding the distribution of benefits among community members?

- **Decommissioning** - As the turbine reaches the end of its life, the question arises regarding the party responsible for its decommissioning. Does the responsibility fall upon the landowner, and if that is the case, does the owner possess the necessary resources or budget to carry out the decommissioning process?
- **Challenges of Change** – people's strengths and attachment to Darkan is challenged by the change so change management needs to be implemented.
- **Lack of resources** – It will be necessary for the local government to allocate resources towards the development of sewage, water supply, housing initiatives, planning and other related areas to effectively manage the challenges posed by the change.
- **Lack of regulations** – The State Government has offered minimal support for the transition to renewable energy, and due to the absence of regulations and guidelines, wind farm proponents are left without any rules to follow.
- **Environmental impacts** – How will wind farms impact plant and animal life? The ongoing presence of foreign vehicles onto properties may elevate the risk of introducing invasive pests or disease.
- **Transparency** - Landowners, and individuals are receiving contradicting information from wind farm proponents and Western Power. When can the community expect the release of clear maps detailing the location of the turbines, and a map detailing the location of the proposed transmission line? A trust needs to be built between the government, renewable energy developers and the community.
- **Housing shortage** – If existing housing stock is utilized by the wind farm companies this will highlight the housing shortage in Darkan. It is undesirable to construct housing at a minimal cost, as such developments may not be attractive to residents upon completion of the project. Not having housing stock means we are unable to capitalize on the possible benefits such as increasing our population.
- **Construction of worker accommodation** – Is it beneficial to establish a construction camp in the Shire. What opportunities does this present for the community? The community does not want the workers to adopt the fly in fly out (FIFO) lifestyle. Will the construction of this accommodation leave legacy infrastructure?
- **Management of waste** – The expenses associated with the removal of effluent raise the question of how this process will be managed. Additionally, is there a possibility for resource circulation?
- **Challenging the norm (agricultural production)** – The Shire is a prosperous mixed farming region characterized by a diverse range of activities including wool, sheep, grain, and forestry. Need to ensure that the relationship between wind energy and agriculture can co-exist and not work against each other.
- **Inconsistency of benefits** – It is essential for the entire community to reap the benefits of the change, rather than solely the host landowners.
- **Impacts on existing infrastructure** – Who holds the responsibility for the continuous upkeep of roads? How will traffic be regulated to reduce the wear and tear on these surfaces?
- **Noise pollution** – How will this be managed? Who is responsible for ensuring that wind farms adhere to safe separate distances from noise-sensitive premises? And, what about new constructions – how will these be impacted?

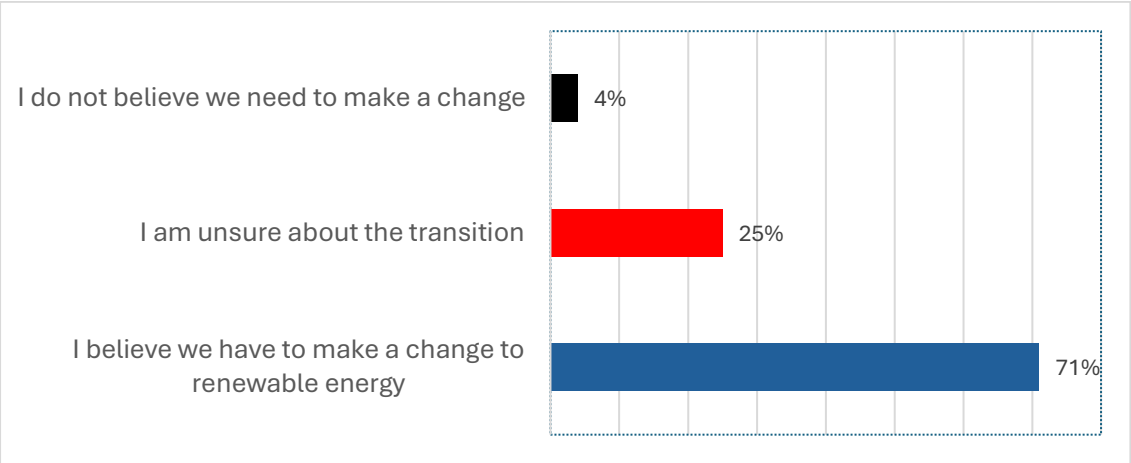
- **Potential rates increase –** Will there be a change in rates as a result of these developments? In the instance of an increase in rates who will be responsible for paying this, the windfarm proponent of the landholder?

Furthermore, through the consultation process listed above the Shire has gained insight into the opportunities recognized by the community that are expected to arise from these developments.

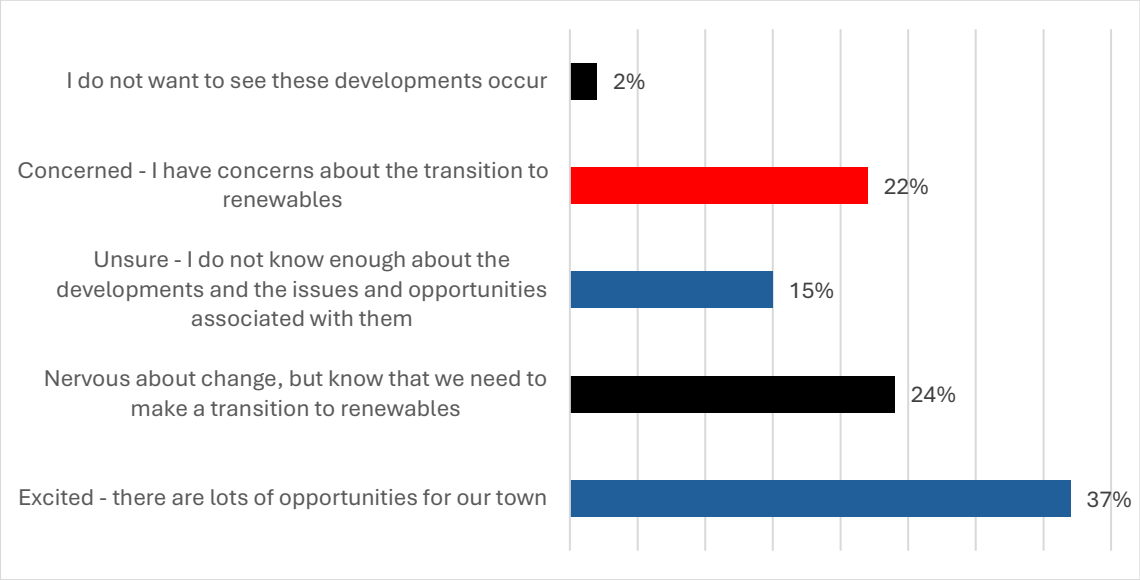
- **Population influx** – If permanent staff reside in the town this may lead to an increase in the number of young families relocating to the town, thereby enhancing enrollment in the school and childcare facility.
- **Legacy infrastructure post construction** – The development of high-quality housing that can be modified or repurposed in the future to address the housing shortage, and provide accommodation for key workers, the elderly or social housing in the community.
- **Collaborative initiatives** – Energy companies and the West Arthur Shire working together to improve existing infrastructure that benefits both the developers and the Shire during the construction phase and further benefits the Shire in the future. For example, educational facilities, childcare facilities, recreation facilities and roads.
- **Advancing local businesses** – Support local businesses through community enhancement funds to strengthen their operations and broaden the range of services they can offer to the developers during the construction phase and to the community moving forward.
- **Drought-proof land holders (diversification)** – With 70% of the community solely relying on agriculture as their main source of income, diversification of agricultural enterprises through renewable energy projects ensures sustainability and longevity of farm businesses during challenging periods.
- **Renewable energy spokesperson** – Engage a person with sound knowledge in the renewable energy sector to represent and advocate on behalf of the community. Assist the community with understanding the transition, and the planning processes.
- **Assist small land holders** – The implementation of renewable energy on farms has potential to render previously unprofitable small businesses economically viable.
- **Clean energy transition** – Assist the government with reaching their net zero greenhouse gas emissions by 2050.
- **Provide job opportunities** – The growth of the renewable energy sector in rural towns could create numerous job opportunities which could contribute to the construction phase or permanent workforce.

Questions formulated by the Shire and presented to the public during the community consultation session held on the 6th of November and the public responses are listed below. Some questions are shown in the main body of this document in the form of “word clouds”

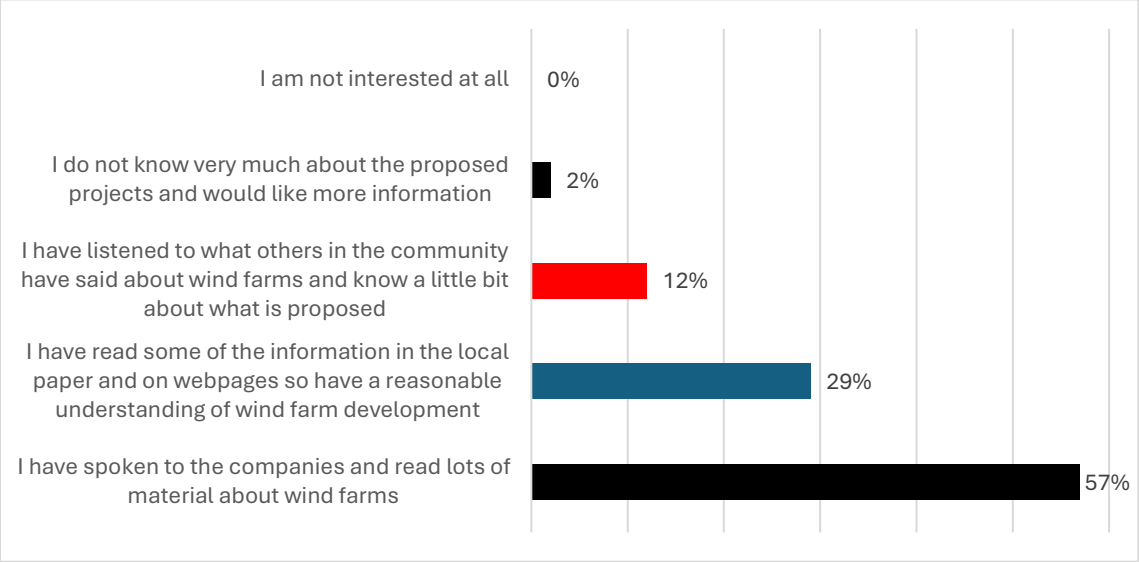
How do you feel about the transition from fossil fuels to renewable energy? (48 people responded)



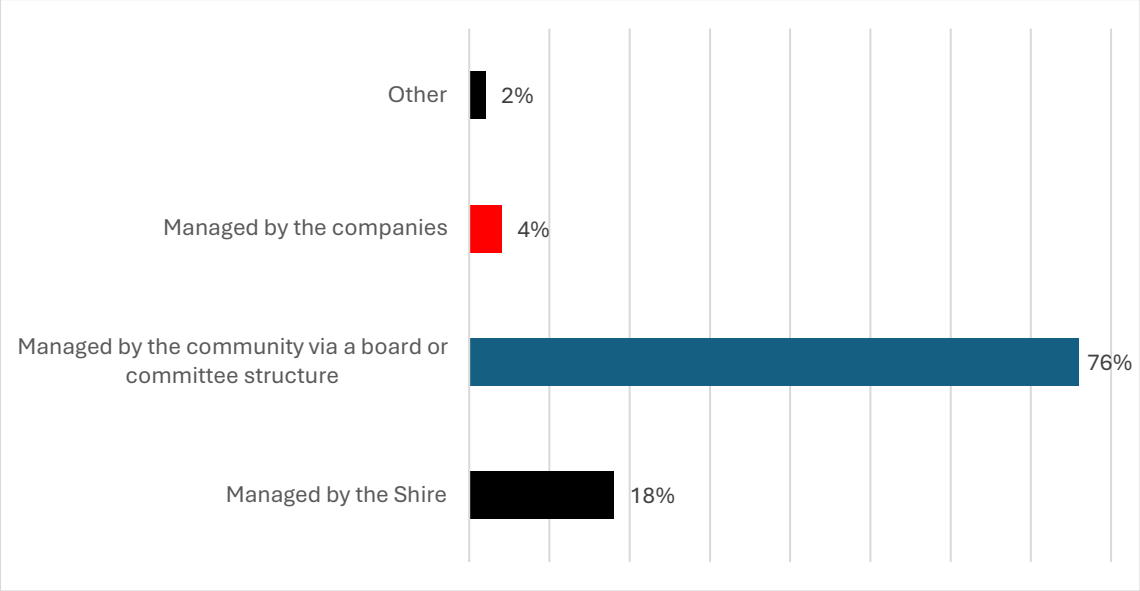
How do you feel about the proposed developments in the Shire of West Arthur? (41 people responded)



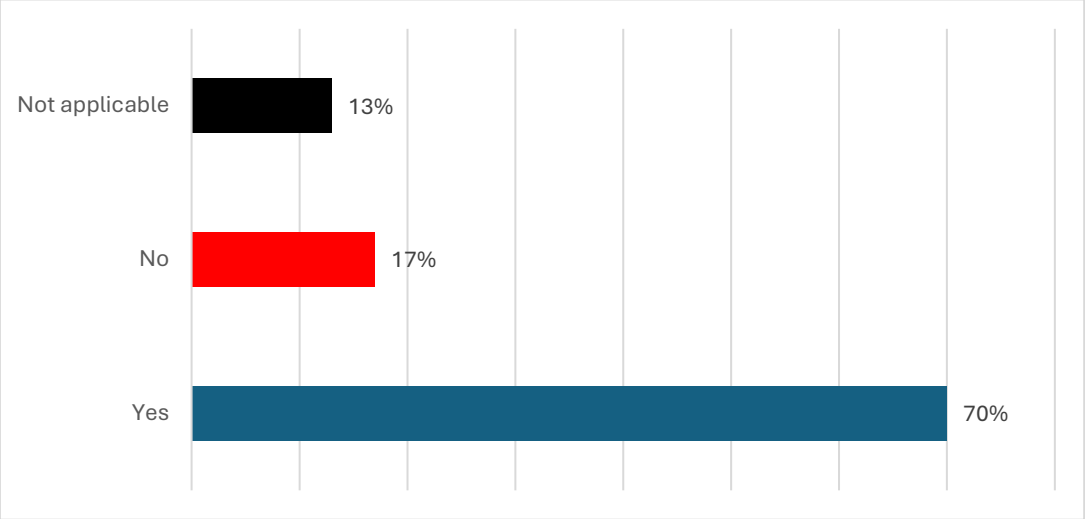
How much do you know about wind farms?



Many companies now provide a community benefit fund - how do you think this should operate?



If you are planning to sign a lease agreement with a wind farm, would you like to have a coordinated "farmer group" to discuss the proposal?



What other issues in relation to the proposed development should the shire consider? (list three)

Questions that were presented to the panel during the community consultation session held by the Shire on November 6th are listed below. The answers provided are based on responses given by the panel members, Jai Thomas - Deputy Director General – Coordinator of Energy and leader of Energy Policy WA, James Townsend (Lacour Energy), Graham Pearson (Acciona Energy), Farooq Mannan (RES), Patrick Ragan (Green Wind), Vin Fordham Lamont – Shire CEO, and the Shire's planning officer Joe Douglas.

If a landowner signs a contract stating that the wind company is responsible for decommissioning and goes bankrupt will the state overwrite that?
The wind farm developers include a decommissioning bond in their lease agreements. The nature of the bond will vary between developers, but in most cases the bond is valid for at least the last 5 years of the project. Wind farm projects have significant value through their infrastructure, grid connection and landowner agreements making it highly likely that a project can be sold to a new owner if the existing project owner is no longer viable. In this instance, and the project is sold (in whole or in part) the new project owner(s) would be bound by the terms of the lease agreements in place with the host landowners, as well as the environmental, planning approvals and obligations for the project which includes the decommissioning obligations. Despite this, most developers are incentivised to recommission the assets after the initial 25–30-year periods.

Acciona responded to the Shire's request for further information and indicated that it prides itself on developing, building, owning and operating its energy projects in Australia which is also applicable to the Bellwether Wind Farm project. Acciona's lease agreements with landowners, including those related to the proposed Bellwether Wind Farm project specify that the obligations regarding decommissioning, mandate the removal of turbines within 12 months following the lease expiration.

Are proponents working together, and working with the Shire, on the design of community benefit schemes (and any consultation and assessments that inform them) so we can avoid over-consultation, duplication, and potentially conflicting schemes?
The Shire has previously raised the idea of having a combined community benefit scheme where little response was given from the wind farm proponents. The proponents are happy to work together at the right time but indicated that it is currently too early to discuss community benefits.

Not all projects proposed for the Shire will go ahead at the same time, so it is difficult to have a fund that is cooperatively managed by a specific date. As the project is approved, and construction dates are firmed up there is an opportunity to work together for a community benefit fund and construction funds. The wind farm proponents will liaise with the Shire about the structure of the fund.

Longer hotter summers – will windfarm companies provide firefighting equipment if aerial bombing is not possible?
It is a myth that aerial bombing is not possible with wind turbines. Wind farm proponents have indicated that they would support aerial bombing and firefighting procedures. In the instance of a fire the Emergency Response Coordinator on site liaises with emergency services and the turbines can be remotely shut down and parked in a 'Y' shape to assist aircraft conducting water bombing activities.

Acciona indicated that it has prepared an aviation impact assessment which has been submitted to the Shire. This considers the impact of wind farms on planes. Other existing projects owned and operated by Acciona have community benefit funds which have funded water tankers for the local fire brigades.

What safeguards are going to be in place to reduce or repair damage to infrastructure, such as roads, the environment, such as removing vegetation to enable transport of turbines and people's livelihoods, when they need to 'compete' with large convoys, during the build phase?
All these measures are heavily regulated by the State. There is a noise safeguard document in place and proponents must have construction management plans, traffic management plans, and environmental management plans undertaken. These take into consideration the timing of moving equipment, and the roads which the equipment must be moved on. There are environmental approval frameworks if any changes in the environmental status are to occur.

Will any of the wind farm developers be offering neighbourhood agreements to those not hosting wind farms but heavily impacted by the developments. What examples are there of Compensation or Neighbour Agreements, and how can landholders in WA negotiate them with no information, no examples to assess and all details kept secret? When will the compensation and neighbour agreements be offered?
Once the key land for the wind farm is established then neighbours will be spoken to regarding the project. This could provide neighbours with opportunities such as providing resources for the development or potentially joining the project.

As the project progresses, there will be many opportunities for input from the local community to assist with shaping a fund that is specific to both the needs of the community and those of the surrounding communities. Proponents often offer a small grants program, legacy investment programs and scholarship programs to support local people and initiatives.

Acciona indicated that due to the early stage in development details cannot be provided at this time.

Other wind farms indicated that they provide a direct financial offering and landscaping options to screen views to those closest to the wind farms.

What parallels and lessons are we learning from other rural and regional areas in Australia, where renewable energy proponents are engaged in getting projects going, or are we just going to reinvent the wheel, and potentially lose community harmony or projects themselves in all the noise?
In the Eastern States a group called Energy Co. assist with community engagement in relation to the renewable energy transition. This group is made up of 250 employees. A similar structure has formed here in WA called Powering WA. This group has 14 people employed to date and it's mission is to provide on the ground engagement which will commence at the end of this year. Events like this consultation evening provide advice and information to the State Government. WALGA are facilitating events with all local governments that have an interest in this area or who are impacted by these developments.

How can Acciona build a 3,000 MW windfarm when the amount cannot be absorbed by the grid?
All renewable energy developers in the area rely on Western Power delivering a new transmission line. Western Power determines the timeframe and the route of the new line. The

existing 220kV transmission line has no capacity to add new generation; the 66 kV transmission line to the east of the Shire of West Arthur is too small to connect a wind farm.

Acciona indicated that its Bellwether project would need to connect into the proposed new transmission line being delivered by Western Power. The preliminary layout of Acciona's projects indicates that it will be approximately 3GW. Currently, the peak demand is 4,500MW which is set to grow to 20,000MW by 2050. It is a long process of building and decarbonising the state and these developments may not all eventuate.

Can all these projects practically be built? Who is going to be left out?
A key factor impacting the ability of a wind farm project to proceed is access to Western Power's proposed new transmission line; a project without access to the new transmission line is unlikely to progress. All renewable energy developers in the area need to undertake two years of continuous bird and bat monitoring, and detailed flora and fauna surveys prior to construction.

Acciona indicated that it is developing the Bellwether Wind Farm with confidence of moving to construction approximately 2028/29.

Would the state government develop a policy around reusing/decommissioning turbines?
Wind farms are high value assets and long-term there needs to be underpinning policies surrounding recycling and decommissioning. Some of this needs to be left to the sector to self-manage. Items such as steel will have a significant value at the end of life of the turbines and will be sold. Solar panels also have a life of 25 years so the recycling process for these needs to be considered as well.

Western Australia erected the first Australian wind turbine in 1987 which was decommissioned recently. Over 37 years why is there not stringent WA State Government policy already in place for wind farm fire control, low frequency illness, neighbour landholder compensation and decommission bonds?
The development of renewable energy guidelines is a part of the State planning engagement, and these guidelines need to be uplifted to reflect the current situation and new technology that emerges. There are other mechanisms to develop community benefit funds, these are not new, and all projects have a form of a community benefit fund. These funds may not be fit for purpose 10 years on so there may be opportunities to review these. Funds need to be consolidated to hit larger infrastructure fund needs.

What measures will be taken regarding accommodation/hospitality taking into consideration money that will come in because of the project?
The Shire has been liaising with the proponents about their proposed locations of housing and accommodation. Until the proponents know that there a is a permanent project in place they cannot confirm where the construction camps will be and furthermore cannot pinpoint the accommodation options they wish to pursue. If the Shire is aware of where the construction camps are going, they can look at rezoning the land, to support this kind of development. The proponents indicated that they are aware that this is an opportunity to create jobs, however that they also need to consider the current workforce and don't want to take away workers from farmers, the Shire or other businesses. There is an opportunity to invest in businesses to support them rather than taking away from them or clearing the shelves.

Can Acciona explain how they calculated the size of the project? Are they only short-term access agreements? Why is land under other developers included?
Acciona has entered access licenses with almost forty landowners covering an area of approximately 110,000 hectares. Based on this, the preliminary layout for the Bellwether Wind Farm indicates that the size of the project is approximately 3GW. Until this point, it has not been appropriate to sign 30-year lease agreements and bind landowners.

The access licenses include confidentiality clauses, and the map shown during the wind farm community consultation event on the 6th of November intentionally did not identify specific landowners. The 'blob' map showed Acciona's land area with a buffer around the boundary.

How many is too many turbines for the Shire?
The power in WA does not connect to the east coast. The volume of renewable energy is roughly 36% and the record of renewable energy at one given time is roughly 86%. There is the need for renewable energy in the southwest to match the demand plus more (see slide in Jai Thomas's presentation. The Kojonup wind farm has been listed as the best performing wind farm in the country over the last three months.

Parron wind farm in Badgingarra has committed $1000/MW/year to a community investment fund. Is there potential to have this fund in this area?
There is a desire from the wind farm proponents to collaborate with the community. The projects are in early stages and what each Community Benefit Fund looks like is still being determined. The fund is developed by the community for the community and will have Shire involvement. The Clarke Creek wind farm is 450MW and has a community benefit fund of $200,000/year. In WA there is not a prescribed number but there will be a range that has to be hit, or the proponent and the fund won't be looked at very fairly by the community. Best practice from elsewhere is roughly $500-$1500/MW.

Acciona indicated that the community will benefit from the Bellwether Wind Farm in numerous ways. While it is too early for Acciona to confirm the exact size of the Community Benefit Fund, as a minimum Acciona will develop a small grants program, legacy investment program and scholarship program to support local people and initiatives. Similar programs are run for other wind farms across Australia. Examples of benefits may include.

- Upgraded roads
- Improved council services through rates contribution
- Community grants
- Tailored neighbour benefit programs and landscape screening
- Scholarship programs
- Approximately 100 jobs during operation, including turbine technician and maintenance jobs
- Approximately 400 jobs during construction and
- Increased economic activity in the local community

Is it ludicrously ironic that small rural towns like Darkan are going to be losing their connection to the state power supply, being fobbed off with limited power alternatives that are proving problematic in other parts of the state, while being expected to host major renewable energy projects?
A total of 3% of power consuming customers are in regional areas. Regional power supply challenges will continue as there is a lot of pressure on Western Power to deliver. The hosting of wind turbines does not necessarily mean good reliability in the town as it is connected to the distribution network. Western Power are currently investigating stand-alone power systems and retiring networks such as those that are on a 6km line which only services one customer.

What impact will turbines have on farmers who will have planes for crop spraying?
Turbines are strategically designed in 'straight' strings to support crop spraying with little disruption. Farmers can notify the wind farm, and the turbines can be remotely shut down and put in park 'Y' shape to assist aircraft conducting crop spraying. When considering the placement of turbines, the wind farm proponents consult with aerial professionals.

The pilots would conduct flight plans considering potential obstacles. Pilots would consider turbines as being like other obstacles such as telecommunication towers.

When you sign a commercial lease suddenly that land is operating commercially on land that is zoned rural. Can this be done?
The use class 'wind farm' is not expressly listed in the Zoning Table of the Shire of West Arthur Local Planning Scheme No.2.
As such any development application received for a wind farm must be processed and assessed in accordance with the following clause in Local Planning Scheme No.2 as it applies specifically to uses not listed in the Zoning Table of the Scheme:

> 4.4.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type or class of activity of any other use the local government may:
>
> a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted; or
>
> b) determine that the proposed use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or
>
> c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.

Any development application received for a use not listed in the Zoning Table of any Local Planning Scheme in Western Australia is classed as complex under the Planning Regulations and must therefore be advertised for public comment for a minimum required period of 28 days irrespective of the abovementioned clause in Local Planning Scheme No.2.

When will the wind farm companies submit Development Applications and confirm to their clients that their projects will proceed?

All renewable energy developers in the area need to undertake two years of continuous bird and bat monitoring, and detailed flora and fauna surveys.

Acciona indicated that it intends to submit a Development Application for its met mast as soon as a cultural heritage survey is completed. They will also submit their environmental approval documents when they are complete.

What confidence should we place in companies & government agencies who are selective in the timing and extent of their environmental surveys, such as waiting until summer, after everything has senesced or reduced their daytime movements, due to high daily temperatures and limited moisture?

All renewable energy developers in the area need to undertake two years of continuous bird and bat monitoring.

Acciona indicated that for a Project the size of the proposed Bellwether project, this means that three seasons of flora and fauna surveys are likely to be required. As a part of the environmental approval submission Acciona will share the results of its bird, bat, and flora and fauna surveys.

We've been told by renewable energy proponents that they can't support local towns who will host renewable energy projects, to access subsidised rooftop solar, battery storage, cheap energy etc, yet a Victorian town will be doing so, with a French wind and solar project proponent. Why can't we?

Acciona indicated that due to the early stage of the projects, these details cannot be provided right now. As the projects progress, there will be many opportunities for input from the local community, to help shape benefits that are specific to their needs and those of the surrounding communities.

Will the developers share the results of their fauna surveys, namely birds and bats with the shire and other landowners? This information should be freely available given the shire is promoting and trying to improve biodiversity.

Acciona has indicated that it will share the results of its bird, bat, and flora and fauna surveys as part of the environmental approval submission. Acciona have just commenced the required two years of continuous bird and bat monitoring.

If CY O'Connor got water to Kalgoorlie over 100 years ago, why can't wind turbines be placed in the middle of WA on non-arable land?

The Shire understands that wind farm developers are interested in developing in the area because of the proximity to the existing infrastructure including power lines and power stations in Collie. Any new power lines are likely to extend through the shire and as a result there is significant interest in developing the wind farms in this area.

If local government is against any wind farm proposal, do they have the power to totally shut it down?

There are three assessment pathways that renewable energy applications can be determined under:

- Local Government development assessment
- Development Assessment Panels (DAPs)
- Development Assessment Unit (SDAU)

Due to the significant scale of these projects, and the limited resources at the Shire applicants primarily choose one of the other pathways to determine their renewable energy applications. The Development Assessment Panel pathway must still take into consideration the local planning framework and give due regard to any local planning policies. The State Development Assessment Unit can make a decision that conflicts the local planning scheme where the scheme is more than 5 years old, and where the application raised matters of State or regional significance. Either of these assessment pathways allow Local Government to have input into the Development Assessment process but will not be the decision-making authority.

The remaining questions have all been noted and passed to the various participants in the community consultation events but have not yet had a response.

What government owned infrastructure needs upgrading and /or locating across West Arthur Shire? What compensation is there for impacted landowners?

What government support & assistance is there for land holders negotiating contracts and agreements with non-transparent wind farm developers in WA?

Why can't government heavily subsidise residential/industrial/business rooftop solar and battery storage avoiding costly transmission line upgrades, rural amenity loss and rural community discord**?**

What part of WA is the most cost-effective location, per unit of deliverable power + cost of install/running costs to build renewable energy projects? Does locality economic contribution, state investment in infrastructure & opportunity cost during the build phase, form part of this consideration?

Are large wind turbines in Ag regions the ONLY solution for future energy needs in WA? Are all potential generation methods being considered? Such as community owned and managed solar/wind/battery and/or dams as energy store projects.

How will the State Government support small rural and regional towns, who are being expected to plan and provide for increased demands on infrastructure if wind farms or other renewables are established?

The turbines will add value to a property. What is the risk that local farmers can no longer expand their business by buying that local land? Is it possible that only big businesses will be

able to buy the inflated price land, and plant the wind farm to trees resulting in depopulation on the local area?

Will the state government consider a statewide renewable energy planning policy like NSW rather than expecting small under resourced shires to develop individual local planning schemes that developers just ignore?

If there is a change in State Government next year, what are your thoughts regarding the renewable energy transition. Will it still be a top priority for the state? Or will the money already invested in the process just go to waste?

Appendix B - Informing Documents

Community Strategic Plan

The Shire of West Arthur's Community Strategic Plan (strategic-community-plan-towards-2031) provides the overarching guiding vision for the Shire for the next 10 years and is the Council's commitment to implementing the community's aspirations.

In the process of developing the plan, community engagement was undertaken through various forms, providing all individuals the opportunity to contribute to the strategic direction of the Shire council.

Through that process the community identified the following key aspirations for the next 10 years:

- Our community – safe, friendly, inclusive
- Local Economy – stable, sustainable agricultural industry, a dynamic and growing business sector
- Natural environment – our natural assets are valued and meet the needs of the community
- Built environment – well maintained roads and infrastructure which reflects our identity
- Leadership and management – inspirational, dynamic, transparent

Economic Development Strategy

The Shire of West Arthur's Economic Development Strategy document is a 10-year roadmap which is being used to pursue the Shire's economic development vision. The Economic Development Strategy sets priorities, objectives, and actions based on a multifaceted approach to fully build on our strengths and capture new opportunities for economic growth.

Results of the research and stakeholder consultation undertaken as part of this document will be taken into consideration when considering the renewable energy transition. The document outlines the Shire's existing position and strategic opportunities, whilst showcasing what matters to our community, and the Council's commitment to ensuring this strategy is delivered.

Renewable energy companies can contribute to the direction of the Shire and fulfill key objectives identified in the Economic Development Strategy Document as outlined below (westarthur.wa.gov.au/documents/667/economic-development-strategy):

- **A vibrant town centre and activated spaces within our townsite** – Wind farm proponents offering community benefit/enhancement funds could play a significant role in transforming the town centre into a lively and dynamic space.
- **Built infrastructure that is well maintained and meets the needs of our community** – The availability of additional funds could allow for upgrades to existing infrastructure and the establishment of additional facilities to ensure they adequately support the needs of the permanent workforce associated with these developments, as well as the growing population.
- **A growing and diverse business community** – By leveraging the potential of introducing a new type of business into the community, the Shire is diversifying its source of income, thereby decreasing its dependence on agriculture for the town's economic support.

- **A thriving visitor economy that leverages our natural and heritage assets**
- **Great economic resilience through industry diversification** – Whilst the agricultural sector is the main source of income for the Shire, the over reliance on this sector could have a negative impact during times of hardship. Renewable energy may offer an alternative source of income to assist with economic resilience.
- **New industry development and diversified job opportunities** – There is a loss of labour and economic opportunities as a result of the lack of housing in the Shire, the increase in farm sizes and the automation of farming. Wind farms could increase the number of employment opportunities in the Shire therefore boosting the town's population.
- **Sufficient allocation of resources to successfully drive our strategy forward**

Wind Farm Policy Submission

We would like to express our support of the implementation of the Kojonup Wind Farm Policy. The adaption of a wind farm policy has the potential to ensure that the significant issues created by the Flat Rocks Wind Farm will not be repeated in other areas of the shire.

The adoption of 1000m setbacks from boundaries will allow nonparticipating neighbours to conduct their farming enterprises without impediments. Lessen the visual disturbances of the area in which people live and work and allow for these industrial facilities to be shut down if anything untoward happens.

It is our opinion that the set back of 1500m from houses is not sufficient. This setback was created when turbines were significantly smaller. Many of the new projects are proposing to use 280m high turbines and therefore I believe a ratio to turbine height set back would be more appropriate such as 10 times turbine height.

The adoption of this policy would also protect the shire from the costs of enforcing compliance of regulations.

Most importantly, the adoption of a wind farm policy would help to reduce the significant conflict that these projects create. It is not fair to pit neighbours against neighbours. Good neighbourly relations are of benefit to us all and small towns like Kojonup can not afford to alienate sections of their communities as has happened in the Flat Rocks area.

Your sincerely,

Ian and Carolyn Tonkin

Dear Kojonup Shire CEO and Shire Councillors.

I am writing a submission regarding the Kojonup Shire Local Windfarm Planning Policy.

Everybody understands that renewable energy shall be a part of the future energy mix, and that these projects shall be operating for many years. This is why it is important to have adequate planning policies that ensure the negative effects can be minimised.

I believe that your policy of 1.5km to houses and 1km to boundaries without an agreement shall greatly minimise the negative effects of these projects on neighbours, basically eliminating both current and future conflicts. Rural communities are built around unity, and when projects are developed with no regard or respect then serious division and conflict occurs, as has been the case in our neighbourhood. This needs to be avoided and your policy shall achieve this.

These projects can bring both jobs, opportunities and income to regional communities, but they need to be designed so that it is not at the expense of a few. Having proper setbacks as your policy does, ensures this. With proper setbacks I believe it shall allow for projects to be better accepted by communities and shall greatly reduce opposition to these projects. This shall mean that developers have open and respectful discussions with all stakeholders and then design projects that the entire neighbourhood is happy with. I believe that this policy will help with project development and not hinder.

In my opinion, requiring developers to have agreements with neighbours when they are wanting to site turbines closer than 1.5km to houses or 1km to boundaries makes perfect sense. Because these projects do have significant off-site impacts, it will allow neighbours to understand and accept these impacts. These mutual agreements will also allow for restrictive covenants to be placed on neighbouring properties, most likely out to 1.5km. The developers do require these, so these should be required to be in place before projects are approved and constructed.

Good planning, with proper setbacks will result in projects that last the test of time and communities can be united by and support. Poorly planned projects will cause both current and future conflict and division. This will end up with both time consuming and costly resolution, something that everybody would be better to avoid.

Also, to avoid confusion I think that where you reference the 1km setback from sensitive land uses, that is obviously intended to be non-participating property boundaries, as acknowledged in later points. That this should simply be replaced with non-participating property boundary.

Regards Adrian Bilney

PO Box 155
Kojonup, WA, 6395.

Re: planning for future Wind Farms

We agree with the policy of having wind turbines setback at least 1.5 kms from dwellings and at least 1.0 km from a neighbour/neighbours' boundaries.
To site turbines closer than these distances, to neighbours and neighbouring properties, a legally signed 'good neighbour agreement' would need to be in place.

These regulations would ameliorate to a certain extent the problem of noise from turbines and provide some protection to neighbours.

We live in a drying climate which is a concern. Research done in China in 2023 and also here in Australia , by Professor Ivan R.Kennedy, **BSc(Agric) PhD DSc(Agric) FRACI** Professor Emeritus in Agricultural & Environmental Chemistry, shows that there is a drying effect from wind turbines both downwind and upwind of windfarms, with seasonal variations. And there is a drying affect on grassland pastures.
There are many sheep farmers in Kojonup so good policy regarding the siting of wind turbines may well be beneficial to shires should claims arise in future regarding drying of pastures.

Sincerely

Helen and Paul Bignell

Department of **Planning, Lands and Heritage**

GOVERNMENT OF WESTERN AUSTRALIA

Western Australian Planning Commission

We're working for Western Australia.

Position Statement:

Renewable energy facilities

March 2020

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1. Policy intent

This document outlines the Western Australian Planning Commission (WAPC) requirements to support the consistent consideration and provision of renewable energy facilities within Western Australia. It supersedes *Planning Bulletin 67 Guidelines for Wind Farm Development (2004)*.

The policy identifies assessment measures to facilitate appropriate development of renewable energy facilities. It seeks to ensure these facilities are in areas that minimise potential impact upon the environment, natural landscape and urban areas while maximising energy production returns and operational efficiency.

When reviewed and where relevant, the WAPC will support amendments to incorporate the statutory content from this Position Statement into the *Planning and Development (Local Planning Schemes) Regulations 2015* as model or deemed provisions.

2. Renewable energy facilities in Western Australia

The *Western Australian Planning Commission's State Planning Strategy 2050* promotes renewable energy initiatives.

The local planning framework, principally administered by local government, can effectively manage the development assessment of renewable energy facilities.

Renewable energy facilities in Western Australia are principally wind turbine and solar array systems. Other systems include geothermal, biogas, ocean power and hydro-electric power for on-grid and off-grid locations.

Renewable energy can enhance local economies and easily connect into the network grid. The contribution that renewable energy facilities make to the reduction in carbon emissions is an important consideration for the growth of the industry, as well as the socio-economic benefits to the State.

3. Application of this policy

This position statement applies to the preparation and assessment of planning instruments including region and local planning schemes, planning strategies, and structure plans; as well as in the assessment of subdivision and development applications in Western Australia.

4. Policy objectives

The objectives of this position statement are to:

- guide the establishment of renewable energy facilities to support the *State Energy Transformation Strategy (March 2019)*
- outline key planning and environmental considerations for the location, siting and design of renewable energy facilities
- promote the consistent consideration and assessment of renewable energy facilities
- facilitate appropriate development of renewable energy facilities while minimising any potential impact upon the environment, natural landscape, and urban areas
- encourage informed public engagement early in the renewable energy facility planning process.

5. Policy measures

5.1 State Planning Framework

Regional and sub-regional strategies, as provided for by *State Planning Policy 1 State Planning Framework*, may provide objectives related to renewable energy, general principles for location in the regions and general guidance for renewable energy facilities in the local planning framework.

5.2 Local planning framework

Local governments should address renewable energy facilities in their local planning framework.

5.2.1 Local planning strategy

The local planning strategy should indicate landscape protection areas that should exclude renewable energy facilities. Where a local government does not have an approved strategy, the subject site may require detailed evaluation as to the landscape qualities as part of the overall planning assessment. On and off the grid renewable energy facility considerations may be included in a local planning strategy. For example, areas of high environmental and landscape value may be unsuitable for large scale wind or solar farm development. Visual landscape analysis, including view shed mapping, may be undertaken to enable important views and landscape character to be identified and protected.

Competing land uses on rural land should be taken into consideration when determining appropriate locations for renewable energy facilities. The provisions of *State Planning Policy 2.5 Rural Planning* need to be considered when assessing appropriate locations for these facilities. Large facilities should be located close to the network grid and preferably on cleared rural land with low agricultural value.

Where practicable, the agricultural use of land should continue after installation of a renewable energy facility. The future growth of regional towns and urban growth areas should not be compromised by renewable energy facilities impacting upon locations that will accommodate future sensitive land uses such as residential dwellings, particularly on the urban-rural fringe.

5.2.2 Local planning scheme

Where applicable, local planning schemes should contain the land use definition of renewable energy facility as per section 6 below, in lieu of the existing definition for a wind farm.

It is recommended that a renewable energy facility be designated in the zoning table of a local planning scheme as an 'A' use (not permitted without discretion and giving notice) of land within the appropriate zones. 'A' land uses require public advertising before the proposal can be determined.

Special Control Areas may be applied within local planning schemes to create special provisions, for example to protect air flight paths, regionally or locally significant key views, or valued landscapes from incompatible land use or development. A renewable energy facility may be specified as an 'X' use (not permitted) in these areas.

Local planning schemes should include provisions to provide direction on matters such as the location, permissibility, terms of operation and development standards of a renewable energy facility. Measures may address potential impacts such as setbacks and vegetation screening from sensitive land uses.

Where the local government has not adopted a local planning strategy, or the local planning scheme does not include provisions to guide decision making on renewable energy facilities, consideration of the above issues may be incorporated into a local planning policy.

5.2.3 Local planning policy

A local planning policy can be used to provide specific development standards applicable to renewable energy facilities, and any other matters required to guide the local government in its decision making on a renewable energy facility.

5.3 Renewable energy facility proposals

5.3.1 Community consultation

Early consultation with the community and stakeholders by the proponents is encouraged to ensure that the proposal is compatible with existing land uses on and near the site.

The local government should be consulted with respect to the community consultation program.

Relevant stakeholders may include:

- Air Services Australia
- Australian Wind Alliance
- Civil Aviation Safety Authority
- Clean Energy Council
- Department of Biodiversity, Conservation and Attractions
- Department of Agriculture, Water and Environment (Australian Government)
- Department of Industry, Science, Energy and Resources (Australian Government)
- Department of Defence (Australian Government)
- Department of Fire and Emergency Services
- Department of Jobs, Tourism, Science and Innovation
- Department of Mines, Industry Regulation and Safety
- Department of Planning, Lands and Heritage
- Department of Primary Industries and Regional Development
- Department of Water and Environmental Regulation
- Electricity network provider
- Energy Policy WA
- Environmental Protection Authority
- Local government
- Main Roads Western Australia
- National Farmers Federation
- Western Australian Planning Commission

5.3.2 Environmental impact

An environmental survey of the site should be conducted prior to the commencement of the renewable energy facility design. The type, location and significance of flora and fauna, particularly rare endangered or threatened communities that may be impacted, should be described and mapped so that remnant native vegetation and sensitive areas can be avoided.

Facilities should be located near the grid to minimise clearing of vegetation for grid connection power lines. Solar arrays over a large area may have a significant effect on the clearing of native vegetation. Already cleared farming land may offer a practical solution to minimise any environmental impact.

To understand the impact of wind turbines on birds and bats, the following matters should be considered:

- stopover sites, local bird species roosting and nesting sites
- location of bat colonies
- areas of high raptor activity
- the cumulative impact of wind turbines on migration routes.

The positioning of wind turbines outside of migratory routes may reduce the risk of avian strikes. An avian study should be undertaken when this risk is identified.

Proposals that may have a detrimental impact upon the environment should be referred to the Department of Water and Environmental Regulation (DWER) and the Environmental Protection Authority (EPA). The proposal could be referred by the decision-making authority, the proponent, or any individual.

The EPA *Environmental Factor Guideline - Flora and vegetation (December 2016)* and *EPA Environmental Factor Guideline - Social Surroundings (December 2016)* should be used to inform the environmental assessment.

The EPA will determine whether the proposal should be subject to an environmental impact assessment (see *EPA Guidance Statement No.33 Environmental Guidance for Planning and Development (May 2008)* for further information).

Referral to the Commonwealth Minister for the Environment through the Department of Agriculture, Water and Environment, under the *Environment Protection and Biodiversity Conservation Act 1999*, may also be required for matters of national environmental significance.

5.3.3 Visual and landscape impact

The location and siting of a renewable energy facility may require a visual and landscape impact assessment that addresses:

- landscape significance and sensitivity to change, site earthworks, topography, extent of cut and fill, the extent and type of vegetation, clearing and rehabilitation areas, land use patterns, built form character, public amenity and community values

- likely impact on views including the visibility of the facility using view shed analysis and simulations of views from significant viewing locations including residential areas, major scenic drives and lookouts
- layout of the facility including the number, height, scale, spacing, colour, surface reflectivity and design of components, including any ancillary buildings, signage, access roads, and incidental facilities
- measures proposed to minimise unwanted, unacceptable or adverse visual impacts.

Visual Landscape Planning in WA: a manual for evaluation, assessment, siting and design, (November 2007) and the Australian Wind Energy Association and the Australian Council of National Trusts Publication *Wind Farms and Landscape Values (2005)* provide detailed guidance on visual landscape impact assessments.

5.3.4 Noise impact (wind turbine proposals)

The minimum recommended distance between noise-sensitive land uses and a wind turbine is 1,500 metres*.

* Evidence suggests that there are unlikely to be any significant effects on physical or mental health for noise-sensitive land uses at distances greater than 1,500m from wind turbines Source: National Health and Medical Research Council (February 2015 ref # EH57)

The minimum distance may be reduced with the approval of the local government, based upon advice from DWER.

Proposals for new wind turbines within 1,500 metres of an existing or new noise-sensitive premises (excluding caretaker dwellings) will require an acoustic study to enable the local government to determine the acceptability of a lesser separation distance. The acoustic study should be completed by a qualified acoustic consultant and include the provision of suitable noise attenuation measures, where required. Noise emissions from renewable energy facilities, including wind turbines, are required to meet the standards prescribed under the *Environmental Protection (Noise) Regulations 1997*. The *South Australian Environmental Protection Authority – Wind Farms Environmental Noise Guidelines (2009)* should also be referenced for assessment purposes. These guidelines acknowledge the potential for operation in the presence of higher wind-induced background noise levels.

5.3.5 Public and aviation safety

Appropriate measures should be provided, in consultation with the local government, to manage public access near a renewable energy facility (particularly wind turbines) and any public building, road or pathway including visitor facilities such as car parks, platforms, information facilities and toilets.

Wind turbines proposed in areas subject to cyclones need to be designed and constructed to enable safe stowage if high winds are forecast.

Proponents of wind turbine proposals should refer to the *National Airports Safeguarding Framework (NASF) Guideline D: Managing the Risk to Aviation Safety of Wind Turbine Installation (Wind Farms) / Wind Monitoring Towers* to determine any potential aviation safety risks and possible mitigation measures. Any potential aviation safety risks identified require consultation with Civil Aviation Safety Authority (CASA), Air Services Australia and/or the Commonwealth Department of Defence.

Wind turbines and solar arrays in bushfire prone areas should be designed and maintained so they are not a bushfire risk to surrounding bushland, and where possible should not be in bushfire prone areas with an 'extreme' bushfire hazard level or bushfire attack level (BAL) - 40 or BAL- Flame Zone. A minimum 10 metres clearance to combustible vegetation in the form of an Asset Protection Zone (APZ) is recommended. The APZ should be managed in a low threat state, in accordance with the *Guidelines for Planning in Bushfire Prone Areas (DPLH/DFES: 2017)*.

5.3.6 Heritage

Some locations may hold Aboriginal heritage, natural or historic heritage significance which may impact site suitability. An assessment should address:

- local archaeological and ethnographical records
- any impact upon the natural environment that have aesthetic, historical, scientific or social significance or other special value for the present and future community
- any impact upon the historic heritage characteristics of adjoining/nearby places with an impact assessment of the proposal undertaken where relevant.

Consultation with the Department of Planning, Lands and Heritage may be required if heritage issues are identified. Appropriate consultation should be undertaken with respect to Aboriginal heritage matters.

5.3.7 Construction impact

It is important to accommodate the full scope of works to occur on the site in the development of a renewable energy facility. Consideration needs be given to potential staging that may occur including one type of renewable energy being

subsequently complemented by a second type of renewable energy to supplement continuity of feed into the grid, for example, wind turbines supplemented by solar arrays on the same site.

Key matters that should be addressed during the construction phase are:

- a site construction management plan that identifies standards and procedures for the construction of the development including the management of environmental emissions such as dust and noise
- site disturbance should be minimised during construction through careful siting and measures to address erosion, drainage run-off, flooding, water quality, retention of remnant vegetation, stabilisation of top soil, and weed and disease hygiene
- vehicle and machinery access and movement.

A decommissioning program should be separately developed in relation to removal of the facility and any rehabilitation requirements.

6. Definitions

Caretaker dwelling has the same meaning as under the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Renewable energy facility means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

Sensitive land uses comprise land uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include dwellings, short-stay accommodation, schools, hospitals and child care centres and generally exclude commercial or industrial premises.

SHIRE OF KOJONUP

Local Planning Policy No. 10 - Wind Farms / Wind Turbines

1. PURPOSE

This Policy sets out the Shire of Kojonup Council's position on wind farms/wind turbines (renewable energy facilities) and is particularly relevant to the Rural zone. It also provides general guidance for other forms of renewable energy facilities including solar farms.

It should be noted that the Local Planning Policy is a guide for the exercise of discretion. The Council will have significant due regard to the Policy requirements in the assessment of any new development application.

The Policy requirements are in addition to the matters set out under the Western Australian Planning Commission *Position Statement: Renewable Energy Facilities* or any updates.

2. RELEVANT SCHEME PROVISIONS

Under the *Shire of Kojonup Town Planning Scheme No. 3* ('the Scheme'), development approval is required for any proposed wind farm categorised as a 'renewable energy facility'.

The Scheme does not include 'renewable energy facility' or 'wind farm' in the Zoning Table (Table 1) or in Schedule I Interpretations. Accordingly, these uses are 'uses not listed' and are required to be assessed as outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

3. OBJECTIVES

The objectives of this Policy are to:

A) Specify information required to support a Development Application and set out key matters to be addressed;
B) Protect the health, safety and amenity of the community;
C) Minimise or avoid environmental and cultural sensitive impacts;
D) Protect agricultural activities and protect approved development; and
E) Minimise visual impact on town sites.

4. APPLICATION OF THIS POLICY

This Policy applies throughout the Shire of Kojonup.

No development approval is required for a domestic scale wind turbine servicing a single residence or a farming operation where infrastructure is contained on one lot and where it meets Scheme setback requirements for the zone. This is subject to the works not impacting a heritage-protected place.

Development approval is required for all other wind farm and renewable energy facility development.

5. POLICY PROVISIONS

5.1 Siting, Separation Distances and Noise Impacts

The Council expects:

A) Wind farms and renewable energy facilities to be carefully sited, designed and appropriately operated to minimise impacts on neighbouring properties, the community and other stakeholders;
B) Proponents to take account of statutory requirements and commercial risk, including noting that adjoining and nearby non-host landowners are able to construct a single house on each lot that they own;
C) That suitable separation distances are provided on the host (proponent) properties. Unless there is a suitable written agreement, the separation distances for noise impacts should not extend onto non-host properties;
D) That any wind farm/turbine is located a minimum of 1500 metres from any dwelling or sensitive land use, measured from extended horizontal blade tip, unless an agreement is entered into with the impacted non-host landowner;
E) That any wind farm/turbine is located a minimum of 1000 metres measured from extended horizontal blade tip, from any non-host landholding boundary, unless an agreement is entered into with the impacted non-host landowner; and
F) That in addition to addressing the above, wind turbines are sited to mitigate safety risks in the event of blade drop or throw from non-host landholding boundaries, from the edge of public road reserves or from other public land.

The Council expects wind farm proponents to:

i) Prepare a suitable Noise Impact Assessment, to the satisfaction of the Council and relevant State Government agencies, to inform the Development Application. The Noise Impact Assessment, amongst matters, to determine potential cumulative impacts on nearby residents and sensitive land uses, construction noise and set out mitigation measures to demonstrate compliance with legislation and best practice;
ii) Commit, at the Development Application stage (and subject to gaining necessary approvals), to later providing a Noise Impact Mitigation Plan for post-operational noise monitoring, to demonstrate that any constructed wind farm complies with the *Environmental Protection (Noise) Regulations 1997*, and to manage complaints regarding noise impact during the operational phase of the development;
iii) Comply with the *Environmental Protection (Noise Regulations) 1997* at all times. This includes the Noise Impact Assessment and on-going operations;
iv) Have regard to the South Australian Environmental Protection Authority *Wind Farms Environmental Noise Guidelines* (2021 or any updated version); and
v) Address the Western Australian Planning Commission (WAPC) *Position Statement: Renewable Energy Facilities*.

5.2 Other Environmental and Social Impacts

The Council expects proponents of wind farms and renewable energy facilities to suitably address environmental and social considerations including for environmental assets, neighbours, the community and other stakeholders. Consistent with the WAPC *Position Statement: Renewable Energy Facilities*, the Council requires a Development Application to address, avoid and minimise impacts on the environment.

An Environmental Management Plan (including environmental survey), to the satisfaction of the Council and relevant State Government agencies, is required to inform the Development Application. The Environmental Management Plan is required address *Position Statement: Renewable Energy Facilities*, relevant legislation, site features and site context. The Environmental Management Plan is also required to set out mitigation measures.

Amongst matters, wind farms and renewable energy facility proposals should not create negative impacts through:

A) Shadowing, flickering, reflection, or blade glint impacts beyond the boundaries of any lot subject to the Development Application;
B) Electromagnetic interference;
C) Interference with existing lawful uses of adjoining and/or nearby land including rural activities and tourism development;
D) Unreasonable interference with normal agricultural or farming activities of adjoining or nearby rural properties including aerial spraying;
E) Impacting unlicenced airstrips on farms or Shire operated airstrips. An aviation assessment, by a suitable qualified aviation consultant, may be required to demonstrate that turbines will not impact on aerial spraying activities and/or airstrip operations; and
F) Amenity impacts on land zoned as Residential, Special Rural or similar.

The Council will take into consideration any separate environmental processes being undertaken at time of lodgement by proponents, whether it be at a State and/or Commonwealth level.

5.3 Visual and Landscape Impact

Wind farms and turbines are required to be designed to blend with the natural landscape, minimising visual impact. The Council will seek to ensure that wind farms are located so as not to have a significant impact on views from the Kojonup, Muradup and Jingalup townsites.

A Visual and Landscape Impact Assessment, to the satisfaction of the Council and relevant State Government agencies, is required to inform the Development Application. The Visual and Landscape Impact Assessment is required to address *Position Statement: Renewable Energy Facilities*. The assessment to include high quality/resolution photographs including views of the existing landscape and photomontages with scaled turbines superimposed.

5.4 Traffic Impacts and Road Contributions

Wind farm and renewable energy facilities can have significant impacts on the condition and serviceability of the local road network, especially during the construction phase. Accordingly, the Council will assess wind farm and renewable energy facility developments for any road contributions, repairs or upgrades to sealed and/or unsealed roads managed by the Shire of Kojonup. This is as a result of construction and/or ongoing activities associated with the development beyond those considered normal day to day access and egress.

The Council may place conditions on any development approval to ensure any costs associated with roads damage, widening, upgrading or other impacts are met by the proponent.

The Council may require a proponent to:

A) Prepare a pre-development 'Road and Shire Infrastructure Condition' report that identifies and records the condition of any local roads and Shire infrastructure that will be affected by any route for heavy vehicles and delivery trucks, needed for the construction phase;
B) Meet the costs associated with any damage caused to the roads or Shire infrastructure attributable to the construction phase of the development. Any damage shall be rectified by the proponent to the standard identified in the pre-development 'Road and Shire Infrastructure Condition' report;
C) Meet all costs of any road upgrading required for construction transport routes and/or the development.

Road contributions will be calculated, for sealed roads, based on the Western Australia Local Government Association's *Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads*. This provides a fair and transparent method for determining the additional maintenance and reconstruction costs attributable to the increased heavy vehicle traffic generated by the wind farm or renewable energy facility development.

Road contributions will be generally negotiated and agreed upon between the Council and the proponent prior to the consideration of the Development Application. Subject to obtaining necessary approvals, the road contributions will be paid by the proponent to the Shire of Kojonup in accordance with the terms and conditions of the agreement.

The Council will use the road contributions to fund necessary road works to maintain and improve the safety and functionality of the local road network

5.5 Community Benefit Fund

As a part of the community consultation and good neighbour agreements, the proponent should consider a meaningful Community Renewable Investment Scheme (CRIS) benefiting local communities and non-stakeholders.

5.6 Decommissioning

The Council expects that land will be returned to 'pre-development' condition, as far as practical, once any wind farm or renewable energy facility reaches the end of its life. If a proponent seeks to retain some infrastructure on the land, such as roads or turbine foundations, then that needs to made clear at the Development Application stage.

A Decommissioning Plan must be submitted and approved as part of the Development Application demonstrating principles of recycling, repurposing and rehabilitation. The Council expects the Decommissioning Plan, amongst matters, to suitably address:

A) Disconnection from electrical grid;
B) Turbines/PV and all ancillary equipment removed and materials recycled where possible;
C) All above ground components removed and site rehabilitated to former condition;
D) Underground cabling and concrete turbine footings typically remain in the ground (below ploughing depth) unless economical to remove and recycle;
E) Access roads, gates and fencing may be removed and land rehabilitated, unless required by the landholder; and
F) Funding guarantee – via bond, sinking fund, bank guarantee or similar.

The Council may require proponents to set aside moneys and budgeting for decommissioning costs throughout the life of the development.

The Council expects that substantial decommissioning and remediation works will commence within twelve (12) months of wind turbines or renewable energy facility no longer generating power.

6. APPLICATION REQUIREMENTS

In addition to standard Development Application requirements set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*, a Development Application for wind farm or renewable energy facilities must be accompanied by the following information unless otherwise advised by the Council:

A) Detailed specifications of the wind farm or renewable energy system to be installed, including site plans detailing setbacks, access, and elevation plans for any building structures;
B) Noise Impact Assessment;
C) Environmental Management Plan (informed by an Environmental Survey);
D) Visual and Landscape Impact Assessment;
E) Heritage Impact Assessment for any known or registered places or buildings containing Aboriginal or historic cultural heritage significance;
F) Traffic Management Plan and a Pre-development Road and Shire Infrastructure Condition Report. As required, a Traffic Impact Assessment for traffic activities associated with development during construction, operation and decommissioning may also be required;
G) Bushfire Management Plan for any land designated by the Fire and Emergency Services Commissioner as being bushfire prone;
H) Aviation Impact Assessment;
I) Construction Management Plan;
J) Operational Management Plan;
K) Decommissioning Plan;
L) Community Benefit Fund; and
M) All pre-lodgement consultation outcomes.

7. PRE-CONSULTATION AND CONSULTATION

The Council expects that proponents actively engage in early community and stakeholder consultation, prior to lodgement of a Development Application. Early, meaningful community consultation, demonstrating an ongoing commitment to providing clear information and ensuring opportunities for genuine input, is important to delivering good planning outcomes. Pre-lodgement consultation should identify and consider options for eliminating, reducing or otherwise managing impacts, not merely informing communities and stakeholders on the proposed development and layout.

8. ASSESSING DEVELOPMENT APPLICATIONS

The Scheme does not currently include ‘wind farm’ or ‘renewable energy facility’ in the Zoning Table (Table 1) or in Schedule 1 - Interpretations. Accordingly, ‘wind farm’ and ‘renewable energy facility’ are best classified as ‘uses not listed’ and are required to be assessed and advertised as outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Council will assess Development Applications against clause 67(2), Schedule 2, Part 9 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Policy does not bind the Council in respect of any application for development approval but the Council is to have due regard to the objectives and provisions before making its determination.

9. DEFINITIONS

Unless otherwise noted, terms used in this Policy have common meanings and include those defined in the *Planning and Development Act 2005*, *Planning and Development (Local Planning Schemes) Regulations 2015* and the Scheme.

Decommissioning - Wind turbines, site office and any other ancillary infrastructure is removed from the site. Roads and foundation pads are covered and revegetated, allowing land to be returned to its former use.

Renewable Energy Facility - Premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

Scheme - *Shire of Kojonup Town Planning Scheme No. 3* or any update.

Sensitive Land Use - for the purpose of this Policy, the term 'sensitive land use' is as per the definition in the WAPC *Position Statement: Renewable Energy Facilities* as 'comprise land uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include dwellings, short-stay accommodation, schools, hospitals and child care centres and generally exclude commercial or industrial premises.'

Wind farm - means premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use.

Wind turbine - Any equipment, ancillary to existing land development, that is used to convert and then store and/or transfer energy from the wind into usable electrical energy. The term includes any equipment used in the activity such as base, blades, generator, pole, tower, transformer, vane, wire, inverter, batteries etc.

10. RECORD OF COUNCIL POLICY APPROVAL AND STATUTORY BASIS

Statutory Legislation	The Local Planning Policy has been prepared in accordance with Schedule 2, Part 2 and Clauses 3 and 4 of the 'Deemed Provisions' of *Planning and Development (Local Planning Schemes) Regulations 2015.*
Adoption (initial)	20 August 2024
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Western Australia

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

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Western Australia

Planning and Development (Local Planning Schemes) Regulations 2015

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Defined terms

Planning and Development (Local Planning Schemes) Regulations 2015

Part 1 — Preliminary

1. Citation

These regulations are the *Planning and Development (Local Planning Schemes) Regulations 2015*.

2. Commencement

These regulations come into operation as follows —

(a) regulations 1 and 2 — on the day on which these regulations are published in the *Gazette*;

(b) the rest of the regulations — on 19 October 2015.

3. Terms used

In these regulations —

authorised person means a person or body designated under regulation 4 as an authorised person for the purposes of the regulation in which the expression is used;

Department means the department of the Public Service principally assisting the Minister in the administration of the Act;

development contribution plan means a plan prepared under regulation 71;

excluded holiday period day means a day that is in —

(a) a period commencing on 25 December in a year and ending on the next 1 January; or

(b) a period of 7 days commencing on Good Friday in a year;

scheme area means an area described in a local planning scheme as the area to which the scheme applies;

scheme map means the map or set of maps referred to in regulation 9(1) that are designated as the scheme map for a local planning scheme.

Note for this regulation:

Note the *Electronic Transactions Act 2011* section 9 in relation to information that is to be given in writing.

[Regulation 3 amended: SL 2020/252 r. 4; SL 2024/25 r. 4.]

3A. Excluded holiday period days not counted in time periods

For the purposes of these regulations (other than Schedules 1 and 2), an excluded holiday period day is not to be counted in calculating a period of time that is expressed as a number of days.

[Regulation 3A inserted: SL 2020/252 r. 5.]

4. Authorised persons

(1) Subject to subregulation (2), the Minister may, by notice in writing, designate any of the following persons or bodies to be an authorised person for the purposes of one or more of these regulations —

(a) an officer employed in the office of the Minister;

(b) the chief executive officer;

(c) an officer of the Department nominated in writing for the purposes of this regulation by the chief executive officer;

(d) the Commission;

(e) a person who is a member of the board;

(f) the Secretary to the Commission appointed under section 21 of the Act;

(g) a committee established under Schedule 2 of the Act.

(2) The designation is subject to any conditions, qualifications, limitations or exceptions specified in the notice.

(3) The Minister may, by notice in writing, amend or revoke a designation made under this regulation.

5. Provision of documents to the Commission

If documents must be provided to the Commission under these regulations the documents must be provided in a manner and form approved by the Commission.

6. Scheme in respect of Crown land

(1) The Commission must, as soon as is practicable after resolving to prepare a scheme in respect of Crown land under section 97 of the Act, provide written notice of the resolution to each local government affected by the resolution.

(2) These regulations, so far as consistent and applicable, apply to the preparation of a scheme in respect of Crown land under section 97 of the Act as if —

(a) the Commission were a local government; and

(b) the scheme were a local planning scheme.

7. Scheme by order of Minister

These regulations, so far as consistent and applicable, apply to the preparation of a local planning scheme or an amendment to a local planning scheme ordered by the Minister under section 76 or 77A of the Act in the same way as they apply to the preparation of any other local planning scheme or amendment.

Part 2 — Elements of local planning schemes

8. Contents of local planning scheme

(1) The documents that comprise a local planning scheme are the following —

(a) the scheme map for the local planning scheme;

(b) the local planning scheme text;

(c) if any of the provisions set out in Schedule 2 have not been incorporated into the local planning scheme text — those provisions;

(d) any supporting plans, maps, diagrams, illustrations and other material.

(2) The Commission may specify any supporting plans, maps, diagrams, illustrations and other material that are to be included in a local planning scheme.

9. Defining area of local planning scheme

(1) The area to which a local planning scheme applies is to be set out in a map or set of maps designated as the scheme map.

(2) Each map that comprises the scheme map must be prepared —

(a) in a manner and form approved by the Commission; and

(b) using legends —

(i) set out in Schedule 3; or

(ii) approved by the Minister.

10. Local planning scheme text

(1) The provisions in Schedules 1 and 2 are prescribed for the purposes of section 256 of the Act.

(2) The provisions in Schedule 1 are model provisions, being provisions to which section 257A of the Act applies.

Note for this subregulation:

Under section 257A of the Act model provisions prescribed by regulations that are in force at the time a local planning scheme is prepared or adopted, and that apply to the scheme, are to be included in the scheme unless the Minister otherwise approves.

(3) In Schedule 1 —

clause, followed by a number, means the clause of that number in Schedule 1 as it is included in the local planning scheme;

deemed provisions means the provisions set out in Schedule 2;

Part, followed by a number, means the Part of that number in Schedule 1 as it is included in the local planning scheme;

this Scheme, when used in a provision, is to be taken to be a reference to the local planning scheme in which the provision is included.

(4) The provisions in Schedule 2 are deemed provisions, being provisions to which section 257B of the Act applies, and are applicable to all local planning schemes, whether or not they are incorporated into the local planning scheme text.

Notes for this subregulation:

1. Under section 257B of the Act deemed provisions, as amended from time to time, have effect and may be enforced as part of each local planning scheme to which they apply, whether they are prescribed before or after the scheme comes into force.
2. If a deemed provision is inconsistent with another provision of a local planning scheme to which the deemed provision applies, the deemed provision prevails and the other provision, to the extent of the inconsistency, is of no effect.

(5) In Schedule 2 —

clause, followed by a number, means the clause of that number in Schedule 2 as it applies to the local planning scheme;

Part, followed by a number, means the Part of that number in Schedule 2 as it applies to the local planning scheme;

this Scheme, when used in a provision, is to be taken to be a reference to the local planning scheme in respect of which the provision has effect and may be enforced as part of.

(6) The provisions of a local planning scheme that supplement the provisions set out in Schedules 1 and 2, or vary a provision set out in Schedule 1, are to be set out in the manner and form required by the Minister or an authorised person.

Note for this regulation:

Section 73(2A) of the Act provides for a local planning scheme to supplement provisions set out in Schedules 1 and 2 and deal with special circumstances or contingencies for which adequate provision has not been made in those Schedules.

10A. Review of Schedule 2 Part 10B

(1) The Minister must review the operation and effectiveness of Schedule 2 Part 10B, and prepare a report based on the review, as soon as practicable after the 3rd anniversary of the day on which the *Planning and Development (Local Planning Schemes) Amendment Regulations 2020* regulation 5 comes into operation.

(2) The Minister must cause the report to be laid before each House of Parliament as soon as practicable after it is prepared, but not later than 12 months after the 3rd anniversary.

[Regulation 10A inserted: SL 2020/30 r. 4.]

Part 3 — Local planning strategies

11. Requirement for local planning strategy for local planning scheme

(1) A local government must prepare a local planning strategy in accordance with this Part for each local planning scheme that is approved for land within the district of the local government.

(2) A local planning strategy must —

(aa) be prepared in a manner and form approved by the Commission; and

(a) set out the long-term planning directions for the local government; and

(b) apply any State or regional planning policy that is relevant to the strategy; and

(c) provide the rationale for any zoning or classification of land under the local planning scheme.

(3) A local planning strategy may be prepared concurrently with the local planning scheme to which it relates.

[Regulation 11 amended: SL 2020/252 r. 6.]

12. Certification of draft local planning strategy

(1) Before advertising a draft local planning strategy under regulation 13 the local government must provide a copy of the strategy to the Commission.

(2) On receipt of a copy of a draft local planning strategy the Commission must, as soon as reasonably practicable, assess the strategy for compliance with regulation 11(2).

(3) If the Commission is not satisfied that a draft local planning strategy complies with regulation 11(2) the Commission may, by notice in writing, require the local government to —

(a) modify the draft strategy; and

(b) provide a copy of the draft strategy as modified to the Commission for assessment under subregulation (2).

(4) If the Commission is satisfied that a draft local planning strategy complies with regulation 11(2) it must certify the strategy accordingly and provide a copy of the certification to the local government for the purpose of proceeding to advertise the strategy.

13. Advertising and notifying local planning strategy

(1) A local government must, as soon as reasonably practicable after being provided with certification that a local planning strategy complies with regulation 11(2), advertise the strategy as follows —

(a) publish in accordance with regulation 76A the strategy and a notice giving details of —

(i) how the strategy is made available to the public in accordance with regulation 76A; and

(ii) the manner and form in which submissions may be made; and

(iii) the period under subregulation (2) for making submissions and the last day of that period;

[(b) deleted]

(c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the strategy;

[(d) deleted]

(e) advertise the strategy as directed by the Commission and in any other way the local government considers appropriate.

(2) The period for making submissions on a local planning strategy is —

(a) the period of 21 days after the day on which the notice of the strategy is first published under subregulation (1)(a); or

(b) a longer period approved by the Commission.

[(3) deleted]

(4) Notice of a local planning strategy as required under subregulation (1) may be given in conjunction with the notice to be given under regulation 20(1) for the scheme to which it relates.

[Regulation 13 amended: SL 2020/252 r. 7.]

14. Consideration of submissions

(1) After the expiry of the period within which submissions may be made in relation to a local planning strategy, the local government must review the strategy having regard to any submissions made.

(2) The local government may —

(a) support the local planning strategy without modification; or

(b) support the local planning strategy with proposed modifications to address issues raised in the submissions.

(3) After the completion of the review of the local planning strategy the local government must submit to the Commission —

(a) a copy of the advertised local planning strategy; and

(b) a schedule of the submissions received; and

(c) particulars of any modifications to the advertised local planning strategy proposed by the local government.

15. Endorsement by Commission

(1) Within 60 days of the receipt of the documents referred to in regulation 14(3) the Commission may —

(a) endorse the strategy without modification; or

(b) endorse the strategy with some or all of the modifications proposed by the local government; or

(c) require the local government to modify the strategy in the manner specified by the Commission before the strategy is resubmitted to the Commission for endorsement; or

(d) refuse to endorse the strategy.

(2) The Minister or an authorised person may extend the time referred to in subregulation (1).

16. Publication of endorsed local planning strategy

(1) The Commission must ensure that an up-to-date copy of each endorsed local planning strategy that is in effect is published in a manner the Commission considers appropriate.

(2) A local government must ensure that an up-to-date copy of each endorsed local planning strategy of the local government that is in effect is published in accordance with regulation 76A.

(3) Subregulation (2) is an ongoing publication requirement for the purposes of regulation 76A(5)(a).

[Regulation 16 inserted: SL 2020/252 r. 8.]

17. Amendment to local planning strategy

(1) A local planning strategy may be amended by an amendment to the strategy prepared by the relevant local government and endorsed by the Commission.

(2) This Part, with any necessary changes, applies to the preparation and endorsement of an amendment to a local planning strategy

in the same way as it applies to the preparation and endorsement of a local planning strategy.

18. Revocation of local planning strategy

A local planning strategy may be revoked —

(a) by a subsequent local planning strategy that —

(i) is prepared in accordance with this Part; and

(ii) expressly revokes the local planning strategy;

or

(b) with the approval of the Commission, by a notice of revocation —

(i) prepared by the local government; and

(ii) published by the local government in accordance with regulation 76A.

[Regulation 18 amended: SL 2020/252 r. 9.]

Part 4 — Preparation or adoption of local planning scheme

Division 1 — Proposal to prepare or adopt local planning scheme

19. Resolution to prepare or adopt scheme

(1) A resolution of a local government to prepare or adopt a local planning scheme must be in a form approved by the Commission.

Note for this subregulation:

Section 72(1) of the Act provides for a local government to prepare a local planning scheme or to adopt a local planning scheme proposed by the owners of land in respect of which the local government might have prepared a scheme.

(2) The local government may resolve not to adopt a local planning scheme proposed by a landowner if the local government is not satisfied that there is in place an agreement for the local government to use any copyrighted material provided in support of the proposed scheme —

(a) for the purpose of preparing and implementing the scheme; and

(b) for zero remuneration.

20. Notification of resolution

(1) A local government must, as soon as is reasonably practicable after passing a resolution to prepare or adopt a local planning scheme, advertise the resolution as follows —

(a) publish a notice in a form approved by the Commission in accordance with regulation 76A;

(b) provide a copy of the published notice to the following persons or bodies for recommendations —

(i) the local government of each district that adjoins the local government district;

(ii) each licensee under the *Water Services Act 2012* likely to be affected by the scheme;

(iii) the chief executive officer of the department of the Public Service principally assisting in the administration of the *Conservation and Land Management Act 1984*;

(iv) each other public authority likely to be affected by the scheme.

(2) A local government must, on the provision of the published notice to a person or body referred to in subregulation (1)(b), request the person or body to provide to the local government within 21 days or such longer period as the local government allows, a memorandum in writing setting out any recommendations in respect of the resolution.

(3) If a person or body does not provide a memorandum within the time allowed under subregulation (2), the local government may determine that the person or body is to be taken to have no recommendations to make in respect of the resolution.

[Regulation 20 amended: SL 2020/252 r. 10; SL 2024/25 r. 5.]

Division 2 — Process for advertisement and submission of local planning scheme

[Heading inserted: SL 2024/25 r. 6.]

21. Resolution to seek approval to advertise local planning scheme and provision of scheme to Commission

(1) After completing the preparation of a proposed local planning scheme or the consideration of a proposed local planning scheme proposed by an owner of land in the scheme area, a local government must resolve —

(a) to proceed to seek approval to advertise the proposed scheme under section 83A of the Act; or

(b) to proceed to modify the proposed scheme and to seek approval to advertise the modified proposed scheme under section 83A of the Act; or

(c) not to proceed with the proposed scheme.

(2) Within 21 days, or such longer period as the Commission allows, after the day on which a resolution is made under subregulation (1), the local government must —

(a) in the case of a resolution under subregulation (1)(a) — provide the proposed local planning scheme to the Commission; or

(b) in the case of a resolution under subregulation (1)(b) — modify the proposed local planning scheme and provide the modified proposed scheme to the Commission; or

(c) in the case of a resolution under subregulation (1)(c) — provide a copy of the resolution to the Commission.

[Regulation 21 inserted: SL 2024/25 r. 7.]

21A. Submission of local planning scheme for advertising approval

(1) The Commission must —

(a) consider a proposed local planning scheme provided to it under regulation 21(2)(a) or (b); and

(b) make a recommendation as to whether the Minister should —

(i) under section 83A(2)(a) of the Act, approve the proposed scheme for advertising; or

(ii) under section 83A(2)(b) of the Act, require the local government to modify the proposed scheme in a specified manner and to resubmit the proposed scheme under section 83A(1) of the Act; or

(iii) under section 83A(2)(c) of the Act, refuse approval for the proposed scheme to be advertised;

and

(c) submit the proposed scheme to the Minister on behalf of the local government in accordance with section 83A(1) of the Act, together with the recommendation.

(2) Subject to sections 81 and 82 of the Act (if applicable) having been complied with, the Commission must comply with subregulation (1) within —

(a) 90 days after the day on which the proposed local planning scheme provided under regulation 21(2)(a) or (b) is received; or

(b) a longer period approved by the Minister or an authorised person.

[Regulation 21A inserted: SL 2024/25 r. 7.]

21B. Modifications to local planning scheme submitted for approval to advertise

If the Minister under section 83A(2)(b) of the Act requires the local government to modify a proposed local planning scheme submitted for approval to advertise, the local government must —

(a) modify the proposed scheme as required; and

(b) resubmit the modified proposed local planning scheme to the Minister in accordance with section 83A of the Act.

[Regulation 21B inserted: SL 2024/25 r. 7.]

22. Advertisement of local planning scheme

(1) As soon as reasonably practicable after the Minister under section 83A(2)(a) of the Act approves a proposed local planning scheme for advertising under section 84 of the Act, the local

government must prepare a notice in a form approved by the Commission giving details of —

(a) the purpose of the proposed scheme; and

(b) how the proposed scheme is to be made available to the public in accordance with regulation 76A; and

(c) the manner and form in which submissions may be made; and

(d) the period under subregulation (3) for making submissions and the last day of that period.

(2) On completion of the preparation of the notice, the local government must advertise the proposed local planning scheme for public inspection as follows —

(a) publish in accordance with regulation 76A —

(i) the notice; and

(ii) the proposed scheme;

(b) give a copy of the notice to each public authority that the local government considers is likely to be affected by the proposed scheme;

(c) advertise the proposed scheme in any other way the local government considers appropriate.

[(d), (e) deleted]

(3) The period for making submissions on a proposed local planning scheme is —

(a) the period of 90 days after the day on which the notice is first published under subregulation (2)(a)(i); or

(b) a longer period approved by the Commission.

[(4) deleted]

[Regulation 22 amended: SL 2020/252 r. 11; SL 2024/25 r. 8.]

23. Land owner may be required to pay costs of publication

The local government may require a person to pay the cost of the publication of a notice under regulation 22(2) if —

(a) the notice relates to a proposed local planning scheme in respect of land owned by the person; and

(b) the person proposed the scheme.

[Regulation 23 amended: SL 2024/25 r. 9.]

24. Submissions on local planning scheme

(1) A submission on a proposed local planning scheme must —

(a) be made to the local government in a form approved by the Commission; and

(b) state the name and address of the person making the submission; and

(c) include a statement about the capacity in which the person makes the submission.

(2) A local government must acknowledge in writing the receipt of each submission received by it.

[Regulation 24 amended: SL 2024/25 r. 10.]

25. Consideration of submissions

(1) In this regulation —

consideration period, in relation to a proposed local planning scheme, means the period ending on the latest of the following days —

(a) the day that is 120 days after the end of the submission period for the proposed scheme;

(b) the day that is 21 days after the receipt of a statement in respect of the proposed scheme delivered under section 48F(2)(a) of the EP Act;

(c) the day that is 21 days after the receipt of a statement in respect of the proposed scheme delivered under section 48G(3) of the EP Act if that statement is in response to a request by the local government made under section 48G(1) of the EP Act before the later of the days set out in paragraphs (a) and (b);

(d) a day approved by the Commission;

submission period, in relation to a proposed local planning scheme, means the period for making submissions that applies under regulation 22(3).

(2) The local government —

(a) must consider all submissions on a proposed local planning scheme lodged with the local government within the submission period; and

(b) may, at the discretion of the local government, consider submissions on a proposed scheme lodged after the end of the submission period but before the end of the consideration period.

(3) Before the end of the consideration period for a proposed local planning scheme, or a later date approved by the Commission, the local government must pass a resolution —

(a) to support the proposed scheme without modification; or

(b) to support the proposed scheme with proposed modifications to address issues raised in the submissions; or

(c) not to support the proposed scheme.

(4) If no submissions have been received within the submission period, the resolution referred to in subregulation (3) must be passed as soon as is reasonably practicable after the end of the submission period.

[Regulation 25 amended: SL 2020/252 r. 12; SL 2024/25 r. 11.]

26. Local government may advertise proposed modifications to local planning scheme

(1) The local government may decide to advertise a proposed modification to the proposed local planning scheme if —

(a) the local government proposes the modification to address issues raised in submissions made on the proposed scheme; and

(b) the local government is of the opinion that the proposed modification is significant.

(2) If a local government makes a decision under subregulation (1) the local government must take any steps the local government considers appropriate to advertise the proposed modification to the proposed local planning scheme.

(3) A proposed modification to a proposed local planning scheme may not be advertised on more than one occasion without the approval of the Commission.

(4) Any advertisement of a proposed modification to a proposed local planning scheme must include a notice specifying —

(a) the proposed modification to be made to the advertised proposed scheme; and

(b) details of how the proposed modification is made available to the public; and

(c) the manner and form in which submissions may be made; and

(d) the period under subregulation (5) for making submissions and the last day of that period.

(5) The period for making submissions on the proposed modification is —

(a) the period of 60 days after the day on which the notice under subregulation (4) is first advertised; or

(b) a longer period approved by the Commission.

(6) A person may make a submission on a proposed modification to a proposed local planning scheme that has been advertised in accordance with subregulation (2) —

(a) in the manner and form specified in the notice; and

(b) within the period specified in the notice.

(7) If a proposed modification to a proposed local planning scheme is advertised in accordance with this regulation, a local government —

(a) must consider all submissions on the proposed modification made to the local government within the period specified in the notice; and

(b) may, at the discretion of the local government, consider submissions on the proposed modification made to the local government after the end of the period specified in the notice; and

(c) must make a recommendation in respect of each submission considered.

[Regulation 26 amended: SL 2020/252 r. 13; SL 2024/25 r. 12.]

27. Incorporation of environmental conditions

If a local government receives a statement in respect of a proposed local planning scheme delivered under section 48F(2) of the EP Act before complying with regulation 28, the local government must amend the proposed scheme —

(a) to incorporate the conditions set out in the statement; or

(b) if as the result of a request by the local government under section 48G(1) of the EP Act a statement is delivered to the local government under section 48G(3) of the EP Act, to incorporate the conditions set out in that later statement.

[Regulation 27 amended: SL 2024/25 r. 13.]

28. Provision of local planning scheme and documents to Commission

(1) After passing a resolution under regulation 25(3) the local government must provide the advertised proposed local planning scheme (incorporating any conditions required under regulation 27) to the Commission together with the following —

(a) a schedule of submissions made on the proposed scheme;

(b) the response of the local government to each submission;

(c) particulars of any modifications to the proposed scheme proposed by the local government in response to the submissions;

(d) if any proposed modification to the proposed scheme was advertised —

(i) an explanation of the reasons for advertising the modification; and

(ii) particulars of how the modification was advertised; and

(iii) a schedule of submissions made on the proposed modifications; and

(iv) the recommendation of the local government in accordance with regulation 26(7)(c) in respect of each submission;

(e) a copy of the resolution passed under regulation 25(3);

(f) if that resolution was a resolution under regulation 25(3)(c) — a summary of the reasons why the local government does not support the proposed scheme;

(g) details of any provision in the proposed scheme that varies or excludes a provision set out in Schedule 1;

(h) details of any provision in the proposed scheme that supplements a provision set out in Schedule 2;

(i) any relevant maps, plans, specifications and particulars required by the Commission.

(2) A schedule of submissions referred to in subregulation (1)(a) or (d)(iii) must include, in relation to each submission —

(a) the name and address of the person making the submission; and

(b) where it is relevant, a description of the property that is the subject of the submission; and

(c) the submission or a summary of the submission.

(3) In the case of a resolution under regulation 25(3)(a) or (c), the local government must comply with subregulation (1) within —

(a) 21 days after the day on which the local government passes the resolution; or

(b) a longer period approved by the Commission.

(4) In the case of a resolution under regulation 25(3)(b), the local government must comply with subregulation (1) within —

(a) 21 days after —

(i) if the local government decides not to advertise any of the proposed modifications — the day on which the local government passes the resolution; or

(ii) otherwise — the day on which the local government complies with regulation 26(7);

or

(b) a longer period approved by the Commission.

[Regulation 28 amended: SL 2024/25 r. 14.]

29. Commission to submit local planning scheme and documents to Minister

The Commission must, within 120 days after the day on which it receives the proposed local planning scheme and additional

documents under regulation 28(1), or within such longer period as the Minister or an authorised person allows —

(a) consider the proposed scheme and additional documents; and

(b) make any recommendations to the Minister in respect of the proposed scheme that the Commission considers appropriate; and

(c) endorse a copy of the proposed scheme; and

(d) submit the endorsed copy of the proposed scheme to the Minister on behalf of the local government in accordance with section 87(1) of the Act, together with the additional documents and recommendations.

[Regulation 29 inserted: SL 2024/25 r. 15.]

30. Minister or authorised person may direct modifications to local planning scheme be advertised

(1A) This regulation applies if —

(a) a proposed local planning scheme is submitted for approval under section 87 of the Act; and

(b) the local government proposes, the Commission recommends, or the Minister is otherwise considering, modifications to the proposed scheme as it was advertised under regulation 22.

(1) Before a decision is made under section 87 of the Act in relation to the proposed local planning scheme, the Minister or an authorised person may direct the local government to advertise any of the modifications that the Minister or authorised person considers are significant.

(2) The direction must include details of the process to be followed in respect of the advertisement including timeframes for —

(a) the making and consideration of submissions on the modifications; and

(b) providing recommendations to the Minister or authorised person following the advertisement.

(3) If a local government is given a direction under subregulation (1), the local government must advertise the modifications as directed by the Minister or authorised person.

[Regulation 30 amended: SL 2024/25 r. 16.]

Division 3 — Giving effect to decision on local planning scheme

31. Decision by Minister to refuse to approve local planning scheme

(1) If the Minister refuses to approve a local planning scheme under section 87(2)(c) of the Act, the Minister must notify the local government of the refusal to approve the scheme.

(2) As soon as reasonably practicable after being notified of the refusal to approve the scheme, the local government must notify each person who made a submission in relation to the scheme of the refusal to approve the scheme.

[Regulation 31 inserted: SL 2024/25 r. 17.]

32. Decision by Minister to require modification of local planning scheme

(1) If the Minister requires a local government to modify a local planning scheme under section 87(2)(b) of the Act, the Minister must notify the local government of the requirement to modify the scheme.

(2) Within 42 days after the day on which the local government is notified of the requirement to modify the scheme, or within such longer period as the Minister or an authorised person allows, the local government must —

(a) modify the scheme as required; and

(b) provide to the Commission —

(i) the scheme as modified; and

(ii) a copy of the notification from the Minister.

(3) The Commission must, within 28 days after the day on which it receives the documents under subregulation (2)(b), or within such longer period as the Minister or an authorised person allows —

(a) endorse a copy of the modified scheme; and

(b) resubmit the endorsed copy of the modified scheme to the Minister on behalf of the local government.

[Regulation 32 inserted: SL 2024/25 r. 17.]

32A. Decision by Minister to approve local planning scheme

If the Minister approves a local planning scheme under section 87(2)(a) of the Act, the Minister must —

(a) notify the Commission and the local government of the approval; and

(b) provide a copy of the approved scheme to the Commission and the local government.

[Regulation 32A inserted: SL 2024/25 r. 17.]

32B. Certified copy of local planning scheme

A person authorised in writing by the Commission may certify that a copy of a local planning scheme is a true copy of the local planning scheme as approved by the Minister.

[Regulation 32B inserted: SL 2024/25 r. 17.]

33. Advertisement of approved local planning scheme

(1) The Commission must provide to the relevant local government notice of the publication of a local planning scheme in the *Gazette* under section 87(3) of the Act.

(2) For the purposes of section 87(4B)(a) of the Act, the local government must advertise the local planning scheme as follows —

(a) publish a copy of the notice referred to in subregulation (1) in accordance with regulation 76A;

(b) publish the local planning scheme in accordance with regulation 76A;

(c) notify each person who made a submission in relation to the local planning scheme —

(i) that the local planning scheme has been approved; and

(ii) of the details of how the local planning scheme is made available to the public in accordance with regulation 76A.

(3) Subregulation (2)(b) is an ongoing publication requirement for the purposes of regulation 76A(5)(a).

[Regulation 33 amended: SL 2020/252 r. 14; SL 2024/25 r. 18.]

Part 5 — Amending local planning scheme

Division 1 — Preliminary

34. Terms used

In this Part —

basic amendment means an amendment to a local planning scheme in a case where —

(a) the amendment is any of the following —

(i) an amendment to correct an administrative error;

(ii) an amendment to the scheme so that it is consistent with the model provisions in Schedule 1 or with another provision of the local planning scheme;

(iii) an amendment to the scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2;

(iv) an amendment to the scheme so that it is consistent with any other Act that applies to the scheme or the scheme area;

(v) an amendment to the scheme so that it is consistent with a State planning policy;

(vi) an amendment to the scheme map to include a boundary to show the land covered by an improvement scheme or a planning control area;

(vii) an amendment to the scheme map that is consistent with a structure plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme currently includes zones of all the types that are outlined in the plan;

(viii) an amendment that results from a consolidation of the scheme in accordance with section 92 of the Act;

(ix) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area if the amendment will have minimal effect on the scheme or landowners in the scheme area;

and

(b) either —

(i) the amendment is not referred to the EPA under section 81 of the Act because of section 81(2) of the Act; or

(ii) the EPA has informed the local government under section 48A(1)(a) of the EP Act that the proposed amendment should not be assessed by the EPA;

complex amendment means any of the following amendments to a local planning scheme —

(a) an amendment that is not consistent with a local planning strategy for the scheme that has been endorsed by the Commission;

(b) an amendment that is not addressed by any local planning strategy;

(c) an amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality;

(d) an amendment made to comply with an order made by the Minister under section 76 or 77A of the Act;

(e) an amendment to identify or amend a development contribution area or to prepare or amend a development contribution plan;

standard amendment means any of the following amendments to a local planning scheme —

(a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;

(b) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;

(c) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;

(ca) an amendment to the scheme to —

(i) include a provision in the scheme that a specified planning code is to be read as part of the scheme; or

(ii) provide for the modification of a planning code that is to be read as part of the scheme;

(d) an amendment to the scheme map that is consistent with a structure plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme does not currently include zones of all the types that are outlined in the plan;

(e) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;

(f) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;

(g) any other amendment that is not a complex or basic amendment.

Note for this regulation:

Under section 257B of the Act and regulation 10(4) the provisions in Schedule 2 are deemed provisions and have effect and may be enforced as part of each local planning scheme. Incorporation of the provisions set out in Schedule 2 into the text of a local planning scheme is not an amendment of the local planning scheme.

[Regulation 34 amended: SL 2020/252 r. 15; SL 2024/25 r. 19.]

35. Resolution to prepare or adopt amendment to local planning scheme

(1) A resolution of a local government to prepare or adopt an amendment to a local planning scheme must be in a form approved by the Commission.

Note for this subregulation:

Section 75 of the Act provides for a local government to amend a local planning scheme or adopt an amendment to a local planning scheme proposed by all or any of the owners of land in the scheme area.

(2) A resolution must —

(a) specify whether, in the opinion of the local government, the amendment is likely to be a complex amendment, a standard amendment or a basic amendment; and

(b) include an explanation of the reason for the local government forming that opinion.

(3) An amendment to a local planning scheme must be accompanied by all documents necessary to convey the intent and reasons for the amendment.

(4) The local government may refuse to adopt an amendment to a local planning scheme proposed by a landowner if the local government is not satisfied that there is in place an agreement

for the local government to use any copyrighted material provided in support of the proposed amendment —

(a) for the purpose of preparing and implementing the amendment; and

(b) for zero remuneration.

[Regulation 35 amended: SL 2024/25 r. 20.]

35A. Amendment to local planning scheme affecting area to which structure plan relates

If a proposed amendment to a local planning scheme affects the area to which a structure plan approved under the scheme relates, the proposed amendment must include a statement that, when the proposed amendment takes effect —

(a) the approval of the structure plan is to be revoked; or

(b) the structure plan is to be amended in accordance with the statement; or

(c) the approval of the structure plan is not affected.

Note for this regulation:

Under the deemed provision of local planning schemes set out in Schedule 2 clause 29A —

(a) a structure plan that is the subject of a statement under paragraph (a) must be revoked as soon as is reasonably practicable after the amendment to the local planning scheme takes effect; and

(b) a structure plan that is the subject of a statement under paragraph (b) must be amended in accordance with the statement as soon as is reasonably practicable after the amendment to the local planning scheme takes effect.

[Regulation 35A inserted: SL 2020/252 r. 16; amended: SL 2024/25 r. 21.]

36. Landowner may request Commission's advice on type of amendment

(1) A landowner may request the Commission to advise whether, in the opinion of the Commission, a proposed amendment to a

local planning scheme is likely to be a complex amendment, a standard amendment or a basic amendment if —

(a) the landowner has requested the amendment; and

(b) the landowner considers that the resolution made by the local government in respect of the amendment does not appropriately specify the amendment as being of a particular type.

(2) If the Commission advises the local government that, in its opinion, the amendment is likely to be of a different type to that specified by the local government in the resolution, the local government must amend the resolution accordingly.

[Regulation 36 amended: SL 2024/25 r. 22.]

Division 2 — Process for complex amendments to local planning scheme

37. Resolution to seek approval to advertise complex amendment and provision of amendment to Commission

(1) After completing the preparation of a proposed complex amendment to a local planning scheme or the consideration of a proposed complex amendment to a local planning scheme proposed by an owner of land in the scheme area, the local government must resolve —

(a) to proceed to seek approval to advertise the proposed amendment, without modification, under section 83A of the Act; or

(b) to proceed to modify the proposed amendment and to seek approval to advertise the modified proposed amendment under section 83A of the Act; or

(c) not to proceed with the proposed amendment.

(2) Within 21 days, or such longer period as the Commission allows, after the day on which a resolution is made under subregulation (1), the local government must —

(a) in the case of a resolution under subregulation (1)(a) — provide the proposed complex amendment to the Commission; or

(b) in the case of a resolution under subregulation (1)(b) — modify the proposed complex amendment and provide the modified proposed amendment to the Commission; or

(c) in the case of a resolution under subregulation (1)(c) — provide a copy of the resolution to the Commission.

[Regulation 37 inserted: SL 2024/25 r. 23.]

37A. Submission of complex amendment for advertising approval with recommendation

(1) The Commission must —

(a) consider a proposed complex amendment provided to it under regulation 37(2)(a) or (b); and

(b) make a recommendation as to whether the Minister should —

(i) under section 83A(2)(a) of the Act, approve the proposed amendment for advertising; or

(ii) under section 83A(2)(b) of the Act, require the local government to modify the proposed amendment in a specified manner and to resubmit the proposed amendment under section 83A(1) of the Act; or

(iii) under section 83A(2)(c) of the Act, refuse approval for the proposed amendment to be advertised;

and

(c) submit the proposed amendment to the Minister on behalf of the local government in accordance with section 83A(1) of the Act, together with the recommendation.

(2) Subject to sections 81 and 82 of the Act (if applicable) having been complied with, the Commission must comply with subregulation (1) within —

(a) 60 days after the day on which the proposed complex amendment provided under regulation 37(2)(a) or (b) is received; or

(b) a longer period approved by the Minister or an authorised person.

[Regulation 37A inserted: SL 2024/25 r. 23.]

37B. Modifications to complex amendment submitted for approval to advertise

If the Minister under section 83A(2)(b) of the Act requires the local government to modify a proposed complex amendment submitted for approval to advertise, the local government must —

(a) modify the proposed amendment as required; and

(b) resubmit the modified proposed amendment to the Minister in accordance with section 83A of the Act.

[Regulation 37B inserted: SL 2024/25 r. 23.]

38. Advertisement of complex amendment

(1) As soon as reasonably practicable after the Minister under section 83A(2)(a) of the Act approves a proposed complex amendment to a local planning scheme for advertising under section 84 of the Act, the local government must prepare a notice in a form approved by the Commission giving details of —

(a) the purpose of the proposed amendment; and

(b) how the proposed amendment is to be made available to the public in accordance with regulation 76A; and

(c) the manner and form in which submissions may be made; and

(d) the period under subregulation (3) for making submissions and the last day of that period.

(2) On completion of the preparation of the notice, the local government must advertise the proposed complex amendment to a local planning scheme as follows —

(a) publish in accordance with regulation 76A —

(i) the notice; and

(ii) the proposed amendment;

[(b) deleted]

(c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the proposed amendment;

[(d) deleted]

(e) advertise the proposed amendment in any other way the local government considers appropriate.

(3) The period for making submissions on a proposed complex amendment to a local planning scheme is —

(a) the period of 60 days after the day on which the notice is first published under subregulation (2)(a)(i); or

(b) a longer period approved by the Commission.

[(4) deleted]

[Regulation 38 amended: SL 2020/252 r. 17; SL 2024/25 r. 24.]

39. Land owner may be required to pay costs of publication

The local government may require a person to pay the cost of the publication of a notice under regulation 38(2) if —

(a) the notice relates to a proposed complex amendment to a local planning scheme in respect of land owned by the person; and

(b) the person proposed the amendment to the local planning scheme.

[Regulation 39 amended: SL 2024/25 r. 25.]

40. Submissions on complex amendment

(1) A submission on a proposed complex amendment to a local planning scheme must —

(a) be made in writing to the relevant local government in a form approved by the Commission; and

(b) state the name and address of the person making the submission; and

(c) include a statement about the capacity in which the person makes the submission.

(2) A local government must acknowledge in writing the receipt of each submission received by it.

[Regulation 40 amended: SL 2024/25 r. 26.]

41. Consideration of submissions on complex amendments

(1) In this regulation —

consideration period, in relation to a proposed complex amendment to a local planning scheme, means the period ending on the latest of the following days —

(a) the day that is 90 days after the end of the submission period for the proposed amendment;

(b) the day that is 21 days after the receipt of a statement in respect of the proposed amendment delivered under section 48F(2)(a) of the EP Act;

(c) the day that is 21 days after the receipt of a statement in respect of the proposed amendment delivered under section 48G(3) of the EP Act if that statement is in response to a request by the local government made under section 48G(1) of the EP Act before the later of the days set out in paragraphs (a) and (b);

(d) a day approved by the Commission;

submission period, in relation to a proposed complex amendment to a local planning scheme, means the period for making submissions that applies under regulation 38(3).

(2) The local government —

(a) must consider all submissions in relation to a proposed complex amendment to a local planning scheme lodged with the local government within the submission period; and

(b) may, at the discretion of the local government, consider submissions in relation to the proposed amendment lodged after the end of the submission period but before the end of the consideration period.

(3) Before the end of the consideration period for a proposed complex amendment to a local planning scheme, or a later date approved by the Commission, the local government must pass a resolution —

(a) to support the proposed amendment to the local planning scheme without modification; or

(b) to support the proposed amendment to the local planning scheme with proposed modifications to address issues raised in the submissions; or

(c) not to support the proposed amendment to the local planning scheme.

(4) If no submissions have been received within the submission period, the resolution referred to in subregulation (3) must be passed as soon as is reasonably practicable after the end of the submission period.

[Regulation 41 amended: SL 2020/252 r. 18; SL 2024/25 r. 27.]

42. Local government may advertise proposed modifications to complex amendment

(1) The local government may decide to advertise a proposed modification to a proposed complex amendment to a local planning scheme if —

(a) the local government proposes the modification to address issues raised in submissions made on the proposed amendment; and

(b) the local government is of the opinion that the proposed modification is significant.

(2) If a local government makes a decision under subregulation (1), the local government must take any steps the local government considers appropriate to advertise the proposed modification to the proposed complex amendment.

(3) A proposed modification to a proposed complex amendment to a local planning scheme may not be advertised on more than one occasion without the approval of the Commission.

(4) Any advertisement of a proposed modification to a proposed complex amendment to a local planning scheme must include a notice specifying —

(a) the proposed modification to be made to the advertised proposed amendment to the local planning scheme; and

(b) details of how the proposed modification is made available to the public; and

(c) the manner and form in which submissions may be made; and

(d) the period under subregulation (5) for making submissions and the last day of that period.

(5) The period for making submissions on the proposed modification is —

(a) the period of 42 days after the day on which the notice under subregulation (4) is first advertised; or

(b) a longer period approved by the Commission.

(6) A person may make a submission on a proposed modification to a proposed complex amendment to a local planning scheme that has been advertised in accordance with subregulation (2) —

(a) in the manner and form specified in the notice included in the advertisement; and

(b) within the period specified in the notice.

(7) If a proposed modification to a proposed complex amendment to a local planning scheme is advertised in accordance with this regulation, a local government —

(a) must consider all submissions on the proposed modification made to the local government within the period specified in the notice; and

(b) may, at the discretion of the local government, consider submissions on the proposed modification made to the local government after the period specified in the notice; and

(c) must make a recommendation in respect of each submission considered.

[Regulation 42 amended: SL 2020/252 r. 19; SL 2024/25 r. 28.]

43. Incorporation of environmental conditions

If a local government receives a statement in respect of a proposed complex amendment to a local planning scheme delivered under section 48F(2) of the EP Act before complying

with regulation 44, the local government must amend the proposed amendment —

(a) to incorporate the conditions set out in the statement; or

(b) if as the result of a request by the local government under section 48G(1) of the EP Act a statement is delivered to the local government under section 48G(3) of the EP Act, to incorporate the conditions set out in that later statement.

[Regulation 43 amended: SL 2024/25 r. 29.]

44. Provision of complex amendment and documents to Commission

(1) After passing a resolution under regulation 41(3) the local government must provide the advertised proposed complex amendment (incorporating any conditions required under regulation 43) to the Commission together with the following —

(a) a schedule of submissions made on the proposed amendment;

(b) the response of the local government in respect of the submissions;

(c) particulars of any modifications to the proposed amendment proposed by the local government in response to the submissions;

(d) if any proposed modification to the proposed amendment was advertised —

(i) an explanation of the reasons for advertising the modification; and

(ii) particulars of how the modification was advertised; and

(iii) a schedule of submissions made on the proposed modifications; and

(iv) the recommendation of the local government in accordance with regulation 42(7)(c) in respect of each submission;

(e) a copy of the resolution passed under regulation 41(3);

(f) if that resolution was a resolution under regulation 41(3)(c) — a summary of the reasons why the local government does not support the proposed amendment;

(g) details of any provision in the local planning scheme as it will be amended that varies or excludes a provision set out in Schedule 1;

(h) details of any provision in the local planning scheme as it will be amended that supplements a provision set out in Schedule 2;

(i) any relevant maps, plans, specifications and particulars required by the Commission.

(2) A schedule of submissions referred to in subregulation (1)(a) or (d)(iii) must include the following in relation to each submission —

(a) the name and address of the person making the submission;

(b) where it is relevant, a description of the property that is the subject of the submission;

(c) the submission or a summary of the submission.

(3) In the case of a resolution under regulation 41(3)(a) or (c), the local government must comply with subregulation (1) within —

(a) 21 days after the day on which the local government passes the resolution; or

(b) a longer period approved by the Commission.

(4) In the case of a resolution under regulation 41(3)(b), the local government must comply with subregulation (1) within —

(a) 21 days after —

(i) if the local government decides not to advertise any of the proposed modifications — the day on which the local government passes the resolution; or

(ii) otherwise — the day on which the local government complies with regulation 42(7);

or

(b) a longer period approved by the Commission.

[Regulation 44 amended: SL 2024/25 r. 30.]

45. Commission to submit complex amendment and documents to Minister

The Commission must, within 90 days after the day on which it receives the proposed complex amendment and additional documents under regulation 44(1), or within such longer period as the Minister or an authorised person allows —

(a) consider the proposed amendment and additional documents; and

(b) make any recommendations to the Minister in respect of the proposed amendment that the Commission considers appropriate; and

(c) endorse a copy of the proposed amendment; and

(d) submit the endorsed copy of the proposed amendment to the Minister on behalf of the local government in accordance with section 87(1) of the Act, together with the additional documents and recommendations.

[Regulation 45 inserted: SL 2024/25 r. 31.]

46. Minister or authorised person may direct modifications to complex amendment be advertised

(1A) This regulation applies if —

(a) a proposed complex amendment is submitted for approval under section 87 of the Act; and

(b) the local government proposes, the Commission recommends, or the Minister is otherwise considering, modifications to the proposed amendment as it was advertised under regulation 38.

(1) Before a decision is made under section 87 of the Act in relation to the proposed complex amendment, the Minister or an authorised person may direct the local government to advertise any of the modifications that the Minister or authorised person considers are significant.

(2) The direction must include details of the process to be followed in respect of the advertisement including timeframes for —

(a) the making and consideration of submissions on the modifications; and

(b) providing recommendations to the Minister or authorised person following the advertisement.

(3) If a local government is given a direction under subregulation (1) the local government must advertise the modifications as directed by the Minister or authorised person.

[Regulation 46 amended: SL 2024/25 r. 32.]

Division 3 — Process for standard amendments to local planning scheme

46A. Resolution to seek approval to advertise standard amendment and provision of amendment to Commission

(1) After completing the preparation of a proposed standard amendment to a local planning scheme or the consideration of a

proposed standard amendment to a local planning scheme proposed by an owner of land in the scheme area, the local government must resolve —

(a) to proceed to seek approval to advertise the proposed amendment, without modification, under section 83A of the Act; or

(b) to proceed to modify the proposed amendment and to seek approval to advertise the modified proposed amendment under section 83A of the Act; or

(c) not to proceed with the proposed amendment.

(2) Within 21 days, or such longer period as the Commission allows, after the day on which a resolution is made under subregulation (1), the local government must —

(a) in the case of a resolution under subregulation (1)(a) — provide the proposed standard amendment to the Commission; or

(b) in the case of a resolution under subregulation (1)(b) — modify the proposed standard amendment and provide the modified proposed amendment to the Commission; or

(c) in the case of a resolution under subregulation (1)(c) — provide a copy of the resolution to the Commission.

[Regulation 46A inserted: SL 2024/25 r. 33.]

46B. Submission of standard amendment for advertising approval

(1) The Commission must —

(a) consider a proposed standard amendment provided to it under regulation 46A(2)(a) or (b); and

(b) make a recommendation as to whether the Minister should —

(i) under section 83A(2)(a) of the Act, approve the proposed amendment for advertising; or

(ii) under section 83A(2)(b) of the Act, require the local government to modify the proposed amendment in a specified manner and to resubmit the proposed amendment under section 83A(1) of the Act; or

(iii) under section 83A(2)(c) of the Act, refuse approval for the proposed amendment to be advertised;

and

(c) submit the proposed amendment to the Minister on behalf of the local government in accordance with section 83A(1) of the Act, together with the recommendation.

(2) Subject to sections 81 and 82 of the Act (if applicable) having been complied with, the Commission must comply with subregulation (1) within —

(a) 42 days after the day on which the proposed standard amendment provided under regulation 46A(2)(a) or (b) is received; or

(b) a longer period approved by the Minister or an authorised person.

[Regulation 46B inserted: SL 2024/25 r. 33.]

46C. Modifications to standard amendment submitted for approval to advertise

If the Minister under section 83A(2)(b) of the Act requires the local government to modify a proposed standard amendment submitted for approval to advertise, the local government must —

(a) modify the proposed amendment as required; and

(b) resubmit the modified proposed amendment to the Minister in accordance with section 83A of the Act.

[Regulation 46C inserted: SL 2024/25 r. 33.]

47. Advertisement of standard amendment

(1) As soon as reasonably practicable after the Minister under section 83A(2)(a) of the Act approves a proposed standard amendment to a local planning scheme for advertising under section 84 of the Act, the local government must prepare a notice in a form approved by the Commission giving details of —

(a) the purpose of the proposed amendment; and

(b) how the proposed amendment is to be made available to the public in accordance with regulation 76A; and

(c) the manner and form in which submissions may be made; and

(d) the period under subregulation (3) for making submissions and the last day of that period.

(2) On completion of the preparation of the notice, the local government must advertise the proposed standard amendment to a local planning scheme as follows —

(a) publish in accordance with regulation 76A —

(i) the notice; and

(ii) the proposed amendment;

[(b) deleted]

(c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the amendment;

[(d) deleted]

(e) advertise the proposed amendment in any other way the local government considers appropriate.

(3) The period for making submissions on a proposed standard amendment to a local planning scheme is —

(a) the period of 42 days after the day on which the notice is first published under subregulation (2)(a)(i); or

(b) a longer period approved by the Commission.

[(4) deleted]

[Regulation 47 amended: SL 2020/252 r. 20; SL 2024/25 r. 34.]

48. Land owner may be required to pay costs of publication

The local government may require a person to pay the cost of the publication of a notice under regulation 47(2) if —

(a) the notice relates to a proposed standard amendment to a local planning scheme in respect of land owned by the person; and

(b) the person proposed the amendment to the local planning scheme.

[Regulation 48 amended: SL 2024/25 r. 35.]

49. Submissions on standard amendment

(1) A submission on a proposed standard amendment to a local planning scheme must —

(a) be made in writing to the relevant local government in a form approved by the Commission; and

(b) state the name and address of the person making the submission; and

(c) include a statement about the capacity in which the person makes the submission.

(2) A local government must acknowledge in writing the receipt of each submission received by it.

[Regulation 49 amended: SL 2024/25 r. 36.]

50. Consideration of submissions on standard amendments

(1) In this regulation —

consideration period, in relation to a proposed standard amendment to a local planning scheme, means the period ending on the latest of the following days —

(a) the day that is 60 days after the end of the submission period for the proposed amendment;

(b) the day that is 21 days after the receipt of a statement in respect of the proposed amendment delivered under section 48F(2)(a) of the EP Act;

(c) the day that is 21 days after the receipt of a statement in respect of the proposed amendment delivered under section 48G(3) of the EP Act if that statement is in response to a request by the local government made under section 48G(1) of the EP Act before the later of the days set out in paragraphs (a) and (b);

(d) a day approved by the Commission;

submission period, in relation to a proposed standard amendment to a local planning scheme, means the period for making submissions that applies under regulation 47(3).

(2) The local government —

(a) must consider all submissions in relation to a proposed standard amendment to a local planning scheme lodged with the local government within the submission period; and

(b) may, at the discretion of the local government, consider submissions in relation to the proposed amendment lodged after the end of the submission period but before the end of the consideration period.

(3) Before the end of the consideration period for a proposed standard amendment to a local planning scheme, or a later date

approved by the Commission, the local government must pass a resolution —

(a) to support the proposed amendment without modification; or

(b) to support the proposed amendment with proposed modifications to address issues raised in the submissions; or

(c) not to support the proposed amendment.

(4) If no submissions have been received within the submission period, the resolution referred to in subregulation (3) must be passed as soon as is reasonably practicable after the end of the submission period.

[Regulation 50 amended: SL 2020/252 r. 21; SL 2024/25 r. 37.]

51. Local government may advertise proposed modifications to standard amendment

(1) The local government may decide to advertise a proposed modification to a proposed standard amendment to a local planning scheme if —

(a) the local government proposes the modification to address issues raised in submissions made on the proposed amendment; and

(b) the local government is of the opinion that the proposed modification is significant.

(2) If a local government makes a decision under subregulation (1) the local government must take any steps the local government considers appropriate to advertise the proposed modification to the proposed standard amendment.

(3) A proposed modification to a proposed standard amendment to a local planning scheme may not be advertised on more than one occasion without the approval of the Commission.

(4) Any advertisement of a proposed modification to a proposed standard amendment to a local planning scheme must include a notice specifying —

(a) the proposed modification to be made to the advertised proposed amendment to the local planning scheme; and

(b) details of how the proposed modification is made available to the public; and

(c) the manner and form in which submissions may be made; and

(d) the period under subregulation (5) for making submissions and the last day of that period.

(5) The period for making submissions on the proposed modification is —

(a) the period of 21 days after the day on which the notice under subregulation (4) is first advertised; or

(b) a longer period approved by the Commission.

(6) A person may make a submission on a proposed modification to a proposed standard amendment to a local planning scheme that has been advertised in accordance with subregulation (2) —

(a) in the manner and form specified in the notice; and

(b) within the period specified in the notice.

(7) If a proposed modification to a proposed standard amendment to a local planning scheme is advertised in accordance with this regulation, the local government —

(a) must consider all submissions on the proposed modification made to the local government within the period specified in the notice; and

(b) may, at the discretion of the local government, consider submissions on the proposed modification made to the local government after the period specified in the notice; and

(c) must make a recommendation in respect of each submission considered.

[Regulation 51 amended: SL 2020/252 r. 22; SL 2024/25 r. 38.]

52. Incorporation of environmental conditions

If a local government receives a statement in respect of a proposed standard amendment to a local planning scheme delivered under section 48F(2) of the EP Act before complying with regulation 53, the local government must amend the proposed amendment —

(a) to incorporate the conditions set out in the statement; or

(b) if as the result of a request by the local government under section 48G(1) of the EP Act a statement is delivered to the local government under section 48G(3) of the EP Act, to incorporate the conditions set out in that later statement.

[Regulation 52 amended: SL 2024/25 r. 39.]

53. Provision of standard amendment and documents to Commission

(1) After passing a resolution under regulation 50(3) the local government must provide the advertised proposed standard amendment (incorporating any conditions required under regulation 52) to the Commission together with the following —

(a) a schedule of submissions made on the proposed amendment;

(b) the response of the local government in respect of the submissions;

(c) particulars of any modifications to the proposed amendment proposed by the local government in response to the submissions;

(d) if any proposed modification to the proposed amendment was advertised —

(i) an explanation of the reasons for advertising the modification; and

(ii) particulars of how the modification was advertised; and

(iii) a schedule of submissions made on the proposed modifications; and

(iv) the recommendation of the local government in accordance with regulation 51(7)(c) in respect of each submission;

(e) a copy of the resolution passed under regulation 50(3);

(f) if that resolution was a resolution under regulation 50(3)(c) — a summary of the reasons why the local government does not support the proposed amendment;

[(g) deleted]

(h) details of any provision in the local planning scheme as it will be amended that supplements a provision set out in Schedule 2;

(i) any relevant maps, plans, specifications and particulars required by the Commission.

(2) A schedule of submissions referred to in subregulation (1)(a) or (d)(iii) must include the following in relation to each submission —

(a) the name and address of the person making the submission;

(b) where it is relevant, a description of the property that is the subject of the submission;

(c) the submission or a summary of the submission.

(3) In the case of a resolution under regulation 50(3)(a) or (c), the local government must comply with subregulation (1) within —

(a) 21 days after the day on which the local government passes the resolution; or

(b) a longer period approved by the Commission.

(4) In the case of a resolution under regulation 50(3)(b), the local government must comply with subregulation (1) within —

(a) 21 days after —

(i) if the local government decides not to advertise any of the proposed modifications — the day on which the local government passes the resolution; or

(ii) otherwise — the day on which the local government complies with regulation 51(7);

or

(b) a longer period approved by the Commission.

[Regulation 53 amended: SL 2024/25 r. 40.]

*[**54.** Deleted: SL 2024/25 r. 41.]*

55. Commission to submit standard amendment and documents to Minister

The Commission must, within 60 days after the day on which it receives the proposed standard amendment and additional documents under regulation 53(1), or within such longer period as the Minister or an authorised person allows —

(a) consider the proposed amendment and additional documents; and

(b) make any recommendations to the Minister in respect of the proposed amendment that the Commission considers appropriate; and

(c) endorse a copy of the proposed amendment; and

(d) submit the endorsed copy of the proposed amendment to the Minister on behalf of the local government in accordance with section 87(1) of the Act, together with the additional documents and recommendations.

[Regulation 55 inserted: SL 2024/25 r. 41.]

56. Minister or authorised person may direct modifications to standard amendment be advertised

(1A) This regulation applies if —

(a) a proposed standard amendment is submitted for approval under section 87 of the Act; and

(b) the local government proposes, the Commission recommends, or the Minister is otherwise considering, modifications to the proposed amendment as it was advertised under regulation 47.

(1) Before a decision is made under section 87 of the Act in relation to the proposed standard amendment, the Minister or an authorised person may direct the local government to advertise any of the modifications that the Minister or authorised person considers are significant.

(2) The direction must include details of the process to be followed in respect of the advertisement including timeframes for —

(a) the making and consideration of submissions on the modifications; and

(b) providing recommendations to the Minister or authorised person following the advertisement.

(3) If a local government is given a direction under subregulation (1) the local government must advertise the modifications as directed by the Minister or authorised person.

[Regulation 56 amended: SL 2024/25 r. 42.]

Division 4 — Process for basic amendments to local planning scheme

[Heading inserted: SL 2024/25 r. 43.]

57. Basic amendment not required to be advertised

For the purposes of section 83A(5)(a) of the Act, a proposed basic amendment to a local planning scheme is not required to be advertised.

Notes for this regulation:

1. Under section 83A(5) of the Act, the effect of this regulation is that the local government is not required —
   (a) to submit a proposed basic amendment for approval to advertise under section 83A(1) of the Act; or
   (b) to comply with section 84 of the Act in relation to a proposed basic amendment.
2. Under regulation 61, the Minister or an authorised person may direct a local government to advertise a basic amendment submitted for the Minister's approval under section 87(1) of the Act.

[Regulation 57 inserted: SL 2024/25 r. 44.]

58. Basic amendment to be provided to Commission

(1) A local government must provide a proposed basic amendment to the Commission, together with any relevant maps, plans, specifications and particulars required by the Commission.

(2) The local government must comply with subregulation (1) within —

(a) if the proposed basic amendment is not required to be referred to the EPA because of section 81(2) of the Act — 28 days after the day on which the local government resolves to prepare or adopt the amendment under regulation 35(1); or

(b) if the EPA has informed the local government under section 48A(1)(a) of the EP Act that the proposed amendment should not be assessed by the EPA — 7 days after the day on which the EPA so informs the local government.

[Regulation 58 inserted: SL 2024/25 r. 44.]

59. Commission may direct amendment be treated as complex or standard amendment

If, on receipt of documents provided to it under regulation 58, the Commission considers that the proposed amendment to the local planning scheme is a complex amendment or a standard amendment, the Commission may give the local government a direction stating —

(a) that the Commission considers that the proposed amendment is a complex amendment or a standard amendment, rather than a basic amendment; and

(b) that the local government must accordingly comply with sections 83A and 84 of the Act, and Division 2 or 3 of this Part (as the case requires), on that basis.

[Regulation 59 inserted: SL 2024/25 r. 44.]

60. Commission to submit basic amendment to Minister

Unless the Commission gives a direction under regulation 59, the Commission must, within 42 days after the day on which it receives the proposed basic amendment and additional documents under regulation 58, or within such longer period as the Minister or an authorised person allows —

(a) consider the proposed amendment and additional documents; and

(b) make any recommendations to the Minister in respect of the proposed amendment that the Commission considers appropriate; and

(c) endorse a copy of the proposed amendment; and

(d) submit the endorsed copy of the proposed amendment to the Minister on behalf of the local government in accordance with section 87(1) of the Act, together with the additional documents and recommendations.

[Regulation 60 inserted: SL 2024/25 r. 44.]

61. Minister or authorised person may direct basic amendment be advertised

(1) Before a decision is made under section 87 of the Act in relation to a basic amendment submitted for approval under that section, the Minister or an authorised person may direct the local government to advertise the proposed amendment if the Minister or authorised person is of the opinion that the proposed amendment is significant.

(2) The direction must include details of the process to be followed in respect of the advertisement including timeframes for —

(a) the making and consideration of submissions on the proposed basic amendment; and

(b) providing recommendations to the Minister or authorised person following the advertisement.

(3) If a local government is given a direction under subregulation (1) the local government must advertise the proposed basic amendment as directed by the Minister or authorised person.

[Regulation 61 amended: SL 2024/25 r. 45.]

Division 5 — Giving effect to decision on amendment to local planning scheme

62. Decision by Minister to refuse to approve amendment to local planning scheme

(1) If the Minister refuses to approve an amendment to a local planning scheme under section 87(2)(c) of the Act, the Minister

must notify the local government of the refusal to approve the amendment.

(2) As soon as reasonably practicable after being notified of the refusal to approve the amendment, the local government must notify each person who made a submission in relation to the amendment of the refusal to approve the amendment.

[Regulation 62 inserted: SL 2024/25 r. 46.]

63. Decision by Minister to require modification of amendment to local planning scheme

(1) If the Minister requires a local government to modify an amendment to a local planning scheme under section 87(2)(b) of the Act, the Minister must notify the local government of the requirement to modify the amendment.

(2) Within 42 days after the day on which the local government is notified of the requirement to modify the amendment, or within such longer period as the Minister or an authorised person allows, the local government must —

(a) modify the amendment as required; and

(b) provide to the Commission —

(i) the amendment as modified; and

(ii) a copy of the notification from the Minister.

(3) The Commission must, within 28 days after the day on which it receives the documents under subregulation (2)(b), or within such longer period as the Minister or an authorised person allows —

(a) endorse a copy of the modified amendment; and

(b) resubmit the endorsed copy of the modified amendment to the Minister on behalf of the local government.

[Regulation 63 inserted: SL 2024/25 r. 46.]

63A. Decision by Minister to approve amendment to local planning scheme

If the Minister approves an amendment to a local planning scheme under section 87(2)(a) of the Act, the Minister must —

(a) notify the Commission and the local government of the approval; and

(b) provide a copy of the approved amendment to the Commission and the local government.

[Regulation 63A inserted: SL 2024/25 r. 46.]

63B. Certified copy of amendment to local planning scheme

A person authorised in writing by the Commission may certify that a copy of an amendment to a local planning scheme is a true copy of the amendment as approved by the Minister.

[Regulation 63B inserted: SL 2024/25 r. 46.]

64. Advertisement of approved amendment to local planning scheme

(1) The Commission must provide to the relevant local government notice of the publication of an amendment to a local planning scheme in the *Gazette* under section 87(3) of the Act.

(2) For the purposes of section 87(4B)(a) of the Act, the local government must advertise the approved amendment as follows —

(a) publish a copy of the notice referred to in subregulation (1) in accordance with regulation 76A;

(b) publish the amendment in accordance with regulation 76A;

(c) notify each person who made a submission in relation to the amendment —

(i) that the amendment has been approved; and

(ii) of the details of how the amendment is made available to the public in accordance with regulation 76A.

[Regulation 64 amended: SL 2020/252 r. 23; SL 2024/25 r. 47.]

Part 6 — Review and consolidation of local planning schemes

Division 1 — Review of local planning scheme

65. Review of local planning scheme

(1) A local government must carry out a review of each local planning scheme prepared by the local government —

(a) in the 5th year after the scheme is published in the *Gazette* under section 87(3) of the Act; and

(b) in the 5th year after the completion of each review carried out under this Division.

(2) Subregulation (1) applies to a local planning scheme that was published in the *Gazette* more than 5 years before the commencement of this regulation as if it were published in the *Gazette* on the day that is 3 years before the day on which this regulation comes into operation.

(3) The review must consider whether the local planning scheme is up-to-date and complies with these regulations.

(4) The review may be undertaken in conjunction with the preparation of a consolidation of a scheme under Part 5 Division 5 of the Act.

66. Report of review

(1) The local government must, no later than 6 months after the requirement to carry out the review of a local planning scheme arises under regulation 65, or such longer period as the Commission allows —

(a) prepare a report of the review; and

(b) approve the report by resolution; and

(c) provide the approved report to the Commission.

(2) The report must be prepared in the manner and form approved by the Commission and must include the following information —

(a) the date on which the local planning scheme was published in the *Gazette* in accordance with section 87(3) of the Act;

(b) the date on which each amendment made to the scheme was published in the *Gazette* in accordance with section 87(3) of the Act;

(c) the date on which the scheme was last consolidated under Part 5 Division 5 of the Act;

(d) an overview of the subdivision and development activity, lot take-up and population changes in the scheme area since the later of —

(i) the date on which the scheme was published in the *Gazette* in accordance with section 87(3) of the Act; and

(ii) the date on which the scheme was last reviewed;

(e) an overview of the extent to which the scheme has been amended to —

(i) comply with the requirements of any relevant legislation, region planning scheme or State planning policy; or

(ii) provide for any planning code that is to be read as part of the scheme or any modifications to a planning code.

(3) The report must make recommendations as to —

(a) whether the scheme —

(i) is satisfactory in its existing form; or

(ii) should be amended; or

(iii) should be repealed and a new scheme prepared in its place;

and

(b) whether the local planning strategy for the scheme —

(i) is satisfactory in its existing form; or

(ii) should be amended; or

(iii) should be revoked and a new strategy prepared in its place;

and

(c) whether any structure plan or local development plan approved under the scheme —

(i) is satisfactory in its existing form; or

(ii) should be amended; or

(iii) should have its approval revoked.

[Regulation 66 amended: SL 2020/252 r. 24; SL 2024/25 r. 48.]

67. Decision of Commission

(1) Within 90 days of receiving a report of a review of a local planning scheme, or such longer period as the Minister or an authorised person allows, the Commission must consider the report and —

(a) decide whether the Commission agrees or disagrees with the recommendations in the report; and

(b) notify the local government which prepared the report of the Commission's decision.

(2) After receiving notification of the Commission's decision on a report of a review of a local planning scheme the local government must publish in accordance with regulation 76A —

(a) the report; and

(b) notice of the Commission's decision.

[Regulation 67 amended: SL 2020/252 r. 25.]

Division 2 — Consolidation of local planning schemes

68. Consolidation of local planning schemes

(1) Part 4, to the extent applicable, applies in respect of the preparation of a consolidation of a local planning scheme under Part 5 Division 5 of the Act.

(2) A local government may not, under regulation 21(1)(c) or regulation 25(3)(c), make a resolution not to proceed with the consolidation of a local planning scheme.

69. Amendment of local planning scheme arising from consolidation

(1) If, under section 92 of the Act, the Minister advises the local government that the Minister concurs with a recommendation of the local government that the local planning scheme be amended, or recommends an amendment to the local planning scheme, the local government is to prepare the amendment as a basic amendment under Part 5.

(2) A local government must not make a resolution not to proceed with an amendment referred to in subregulation (1).

Part 7 — Development contribution plans

70. Development contribution area

(1) A local government may determine that an area of land within a scheme area is a development contribution area if development or subdivision of the land would require the provision of infrastructure or facilities in the area to support the development or subdivision.

(2) A development contribution area must be shown as a special control area on the scheme map for the local planning scheme.

71. Development contribution plan

(1) A local government must prepare a development contribution plan for each area identified in a local planning scheme as a development contribution area.

(2) A development contribution plan may be prepared concurrently with the identification of the development contribution area to which it relates.

(3) A development contribution plan is prepared for the purpose of setting out who is to contribute to the cost of providing infrastructure or facilities in a development contribution area and how those contributions are to be determined.

(4) A development contribution plan must set out the following —

(a) the development contribution area to which it applies;

(b) the infrastructure and administrative items to be funded through the plan;

(c) the method of determining the contribution of each owner of land in the development contribution area;

(d) the priority and timing for the provision of the infrastructure;

(e) whether costs of providing infrastructure and administrative items are to be reviewed annually and if

so, the method proposed for the annual review of the costs;

(f) the term for which the plan is to have effect.

72. Development contribution area and plans are complex amendments

The identification of a development contribution area and the preparation of a development contribution plan, or the amendment of an area or plan, are to be prepared as part of the preparation or adoption of a local planning scheme or as a complex amendment to a local planning scheme.

73. Effect of development contribution plan

(1) A local government must not levy a contribution for the provision of infrastructure or facilities for an area unless there is a development contribution plan in place for the area.

(2) The Commission must not grant subdivision approval subject to a condition that a person may be required to make a contribution to the provision of infrastructure or facilities for the area covered by the subdivision if a development contribution plan is not in place for the area.

(3) A local government must not refuse to grant development approval on the grounds that a development contribution plan is being prepared for the area in which the development is located unless that plan has already been advertised.

(4) The Commission must not refuse to grant subdivision approval on the grounds that a development contribution plan is being prepared for the area covered by the subdivision unless that plan has already been advertised.

Part 8 — Miscellaneous

74. Expenses of environmental review

(1) In this regulation —

affected land, in relation to a local planning scheme or an amendment to a local planning scheme, means land to which the local planning scheme or amendment relates;

method of calculation means a method of calculation for the purposes of this regulation set out in subregulation (4);

review expenses means expenses incurred by a local government in undertaking an environmental review of a local planning scheme or amendment in accordance with instructions issued under section 48C(1)(a) of the EP Act;

value, in relation to land, means the rateable value of the land recorded in the rate records of the local government at the time the resolution to prepare or adopt the local planning scheme or amendment was passed.

(2) A local government may, under section 82(6) of the Act, recover in a court of competent jurisdiction, as a debt due to the local government, any amount due and owing under this regulation in respect of review expenses incurred by the local government.

(3) The owner of affected land is liable to pay an amount in respect of review expenses if —

(a) the review is to be undertaken by the local government; and

(b) the local planning scheme or amendment documents —

(i) provide that the owner is liable for review expenses; and

(ii) set out a method of calculation for the amount that is to be payable by each owner.

(4) The methods of calculation for the purposes of subregulation (3)(b)(ii) are as follows —

(a) proportional land area, being the amount calculated using the formula —

$$\text{Amount due by person} = \frac{A}{T} \times \text{review expenses}$$

where —

A is the area of the affected land owned by the person;

T is the total area of affected land;

(b) proportional land value, being the amount calculated using the formula —

$$\text{Amount due by person} = \frac{V}{T} \times \text{review expenses}$$

where —

V is the value of the affected land owned by the person;

T is the total value of affected land;

(c) another method of calculation approved by the Minister or an authorised person.

(5) Unless the local government and the owner of affected land have agreed in writing that the review expenses may be recovered at an earlier time, review expenses must not be recovered from the owner until the local planning scheme or amendment has come into force and —

(a) the affected land owned by the person is sold or subdivided; or

(b) in the case of an amendment that changed the zoning of affected land, the local government grants approval for the development of affected land owned by the person

that could not have been granted under the local planning scheme prior to the amendment coming into force.

(6) A local government must not seek to recover review expenses from a land owner unless the local government has kept separate records setting out details of —

(a) the review expenses incurred and recovered; and

(b) the affected land; and

(c) any agreements of the type referred to in subregulation (5).

75. Compensation

An application for compensation under Part 11 of the Act arising from the making or amendment to a local planning scheme must be made to the local government in a form approved by the Commission.

76. Transitional arrangements for replacement local planning schemes

A local planning scheme that replaces one or more local planning schemes may provide that an application, instrument or policy that was made under, or applied in respect of, a local planning scheme that is being replaced is to be taken to be an application, instrument or policy for the purposes of the new scheme.

76A. Requirements for making documents available to public

(1) This regulation applies if under a provision of these regulations (other than Schedule 1 or 2) a local government is required to publish in accordance with this regulation a notice, scheme, amendment or other document (the ***document***).

(2) The local government must make the document available in accordance with the applicable requirements of subregulations (3) to (5).

Note for this subregulation:

Under regulation 76B, the Commission may approve varied requirements that apply if it is not practicable for a local government to publish documents in accordance with subregulations (3) to (5).

(3) For all documents, the local government must —

(a) publish on the website of the local government —

(i) the document; or

(ii) a hyperlink to a webpage on which the document is published;

and

(b) if it is reasonably practicable to do so — make a copy of the document available for public inspection at a place in the district of the local government during normal business hours.

(4) If the document is a notice and the local government considers that it is appropriate in the circumstances for the notice to be published in a newspaper, the local government must also ensure that the notice is published in a newspaper circulating in the relevant locality in the local government's district.

(5) The local government must ensure that the document remains published under subregulation (3)(a) and (if applicable) available for public inspection under subregulation (3)(b) —

(a) if the document is published in compliance with a requirement that is expressed to be an ongoing publication requirement — at all times that the document is in effect; or

(b) if the document is published in compliance with a requirement to advertise for submissions or recommendations under these regulations — during the

whole of the period within which submissions or recommendations may be made; or

(c) if paragraphs (a) and (b) do not apply — during a period that the local government considers is reasonable.

[Regulation 76A inserted: SL 2020/252 r. 26.]

76B. Commission may approve varied requirements for publication of documents

(1) In this regulation —

document has the meaning given in regulation 76A(1);

publication requirements means the requirements of regulation 76A(3) to (5) in relation to making documents available to the public.

(2) If the Commission considers that it is not practicable for a local government to comply with any of the publication requirements in relation to documents that it is or may become required to publish, the Commission may give the local government a written notice approving varied requirements that apply in relation to the local government making documents available to the public.

(3) If a notice under subregulation (2) is in effect in relation to a local government, the local government is taken to comply with the applicable publication requirements in relation to a document if the local government complies with those requirements as varied by the notice.

(4) A notice under subregulation (2) —

(a) must state whether it has effect indefinitely or for a period specified in the notice; and

(b) takes effect when it is given to the local government; and

(c) ceases to be in effect —

(i) if the Commission gives the local government a further written notice revoking it; or

(ii) at the end of the period (if any) specified under paragraph (a).

[Regulation 76B inserted: SL 2020/252 r. 26.]

Part 9 — Repeal and transitional provisions

Division 1 — Transitional provisions for *Planning and Development (Local Planning Schemes) Regulations 2015*

[Heading inserted: SL 2020/252 r. 27.]

77. Terms used

In this Division —

commencement day means the day on which regulation 78 comes into operation;

planning instrument means any of the following instruments —

(a) a consolidation of a local planning scheme;

(b) an activity centre plan;

(c) a development contribution plan;

(d) a local development plan;

(e) a local planning policy;

(f) a local planning scheme;

(g) a local planning strategy;

(h) a structure plan;

(i) an amendment to an instrument referred to in paragraph (b) to (h);

repealed regulations means the *Town Planning Regulations 1967*.

[Regulation 77 amended: SL 2020/252 r. 28.]

78. *Town Planning Regulations 1967* repealed

The *Town Planning Regulations 1967* are repealed.

79. Planning instruments continued

(1) A planning instrument made under the Act before commencement day and in accordance with the repealed

regulations or a State planning policy continues in force as if it were a planning instrument of the same type made under the Act in accordance with these regulations.

(2) For the purposes of subregulation (1), an instrument of a type referred to in column 2 of the Table is to be taken to be a planning instrument of the type referred to in column 3 of the Table.

Table

Item	Type of instrument	Type of planning instrument
1.	Outline development plan Development plan Subdivision guide plan	Structure plan
2.	Activity centre structure plan	Activity centre plan
3.	Detailed area plan	Local development plan

(3) On and after the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2 comes into operation, this regulation applies subject to Schedule 2 clause 92 (as that clause applies as part of local planning schemes).

[Regulation 79 amended: SL 2020/252 r. 29.]

80. Planning instruments in course of preparation

Any step taken under the Act and in accordance with the repealed regulations or a State planning policy before commencement day in the preparation of a planning instrument is to be taken to be a step taken in the preparation of a planning instrument of that type under these regulations.

81. Development applications

A development application made but not determined under a local planning scheme before commencement day is to be taken to be a development application made under the local planning scheme as that scheme is continued under regulation 79 and is to be determined in accordance with the local planning scheme as so continued.

Division 2 — Transitional provisions for *Planning Regulations Amendment Regulations 2020*

[Heading inserted: SL 2020/252 r. 30.]

82. Advertising processes in progress on commencement day

(1) In this regulation —

amended regulations means these regulations as amended by the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2;

commencement day means the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2 comes into operation;

former regulations means these regulations as in force immediately before commencement day;

relevant advertising process —

(a) means any of the following processes —

(i) the advertising of a local planning strategy, or amendment to a local planning strategy, under regulation 13;

(ii) the advertising of a resolution to prepare or adopt a local planning scheme under regulation 20;

(iii) the advertising of a draft local planning scheme under regulation 22;

(iv) the advertising of a proposed modification to a local planning scheme under regulation 26;

(v) the advertising of an approved local planning scheme under regulation 33;

(vi) the advertising of an amendment to a local planning scheme under regulation 38 or 47;

(vii) the advertising of a proposed modification to an amendment to a local planning scheme under regulation 42 or 51;

(viii) the advertising of an approved amendment to a local planning scheme under regulation 64;

and

(b) includes the giving of notices to persons or public authorities as part of a process referred to in paragraph (a).

(2) A relevant advertising process that commenced, but was not completed, before commencement day may be completed in accordance with the requirements of the former regulations rather than the amended regulations.

(3) If the relevant advertising process for a strategy, resolution, scheme, amendment or modification (the ***relevant planning instrument***) is completed in accordance with subregulation (2) —

(a) the relevant planning instrument is taken to have been advertised in compliance with the relevant requirements of the amended regulations; and

(b) these regulations apply with any necessary changes to the relevant planning instrument.

(4) If the process of advertising an amendment to a local planning scheme commenced before commencement day, regulation 35A does not apply to the amendment.

[Regulation 82 inserted: SL 2020/252 r. 30.]

Division 3 — Transitional provisions for *Planning and Development (Local Planning Schemes) Amendment Regulations 2024*

[Heading inserted: SL 2024/25 r. 49.]

83. Term used: former Act

In this Division —

former Act means the Act as in force immediately before 1 March 2024.

[Regulation 83 inserted: SL 2024/25 r. 49.]

84. Provision of local planning scheme that applies State planning policy of no effect

(1) This regulation applies to a provision of a local planning scheme included in the scheme before 1 March 2024 under section 77(1)(b) of the former Act that provides that a specified State planning policy, with or without modifications, is to be read as part of the scheme.

(2) On and after 1 March 2024, the provision is of no effect.

(3) Subregulation (2) does not apply to a provision of a local planning scheme that provides that the R-Codes, with or without modification, are to be read as part of the scheme.

Note for this subregulation:

Under section 291 of the Act, the R-Codes are taken to be planning codes on and after 1 March 2024.

[Regulation 84 inserted: SL 2024/25 r. 49.]

Schedule 1 — Model provisions for local planning schemes

[r. 10(2)]

Part 1 — Preliminary

1. Citation

This local planning scheme is the City/Town/Shire of .....
Scheme No ..... .

2. Commencement

Under section 87(4) of the Act, this local planning scheme comes into operation on the day on which it is published in the *Gazette*.

3. Scheme revoked

The following local planning scheme(s) is (are) revoked —

Name Gazettal date

(Insert (where applicable) existing local planning schemes revoked by the Scheme.)

4. Notes do not form part of Scheme

Notes, and instructions printed in italics, do not form part of this Scheme.

Note:

The *Interpretation Act 1984* section 32 makes provision in relation to whether headings form part of the written law.

5. Responsibility for Scheme

The City/Town/Shire of ..... is the local government responsible for the enforcement and implementation of this Scheme and the execution of any works required to be executed under this Scheme.

(Where necessary, provision may be made for more than one responsible authority.)

6. Scheme area

This Scheme applies to the area shown on the Scheme Map.

Note:

The Scheme area (or part) is also subject to the ..... Region planning scheme (see clause 12) and other local planning schemes (see clause 11).

(Insert the appropriate description. Reference may be made to the whole of a district, part of a district, land within a townsite boundary or land within an area outlined on the Scheme Map. The note only applies where a region planning scheme or another local planning scheme is in force in the Scheme area.)

7. Contents of Scheme

(1) In addition to the provisions set out in this document (the ***scheme text***), this Scheme includes the following —

(a) the deemed provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2);

(b) the Scheme Map;

(c) the following plans, maps, diagrams, illustrations or materials —

(Insert after paragraph (c) a description of any supporting plans, maps, diagrams, illustrations or materials which form part of the Scheme.)

(2) This Scheme is to be read in conjunction with any local planning strategy for the Scheme area.

8. Purposes of Scheme

The purposes of this Scheme are to —

(a) set out the local government's planning aims and intentions for the Scheme area; and

(b) set aside land as local reserves for public purposes; and

(c) zone land within the Scheme area for the purposes defined in this Scheme; and

(d) control and guide development including processes for the preparation of structure plans and local development plans; and

(e) set out procedures for the assessment and determination of development applications; and

(f) set out procedures for contributions to be made for the costs of providing infrastructure in connection with development through development contribution plans; and

(g) make provision for the administration and enforcement of this Scheme; and

(h) address other matters referred to in Schedule 7 of the Act.

[Clause 8 amended: SL 2020/252 r. 31.]

9. Aims of Scheme

The aims of this Scheme are —

(Insert a statement setting out the general aims of the Scheme.)

10. Relationship with local laws

Where a provision of this Scheme is inconsistent with a local law, the provision of this Scheme prevails to the extent of the inconsistency.

11. Relationship with other local planning schemes

The following local planning schemes of the City/Town/Shire of ..... also apply in the Scheme area —

Scheme No ..... Gazettal date .....

(If applicable, list any other Schemes which are complementary to the Scheme. If no other Schemes apply to the Scheme area, insert the words "There are no other local planning schemes of the City/Town/Shire of ..... which apply to the Scheme area.".)

12. Relationship with region planning scheme

The ..... Region Scheme made (or continued) under Part 4 of the Act applies in respect of part or all of the Scheme area.

Note:

The authority responsible for implementing the ..... Region Scheme is the Western Australian Planning Commission.

(This clause and note only apply where a region planning scheme applies to some or all of the Scheme area. If no region planning scheme applies to the Scheme area, insert the words "There are no region planning schemes which apply to the Scheme area.".)

Part 2 — Reserves

13. Regional Reserves

(1) Regional reserves are marked on the Scheme Map according to the legend on the Scheme Map.

(2) The lands marked as regional reserves are lands reserved for a public purpose under the ..... Region Scheme.

(This clause only applies where a region planning scheme is in force. If there is no region planning scheme in force, insert the words "There are no regional reserves in the Scheme area.".)

Note:

The process of reserving land under a regional planning scheme is separate from the process of reserving land under the *Land Administration Act 1997* section 41.

14. Local reserves

(1) In this clause —

Department of Main Roads means the department principally assisting in the administration of the *Main Roads Act 1930*;

Western Australian Road Hierarchy means the document of that name available on the website maintained by the Department of Main Roads.

(2) Local reserves are shown on the Scheme Map according to the legend on the Scheme Map.

(3) The objectives of each local reserve are as follows —

(Select the reserves and the objectives for those reserves that are contained in the Scheme from the Table.)

Table — Reserve objectives

Reserve name	Objectives
Public Open Space	• To set aside areas for public open space, particularly those established under the *Planning and Development Act 2005* s. 152. • To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.
Environmental conservation	• To identify areas with biodiversity and conservation value, and to protect those areas from development and subdivision. • To identify and protect areas of biodiversity conservation significance within National Parks and State and other conservation reserves.
State Forest	• To identify areas of State Forest.
Civic and Community	• To provide for a range of community facilities which are compatible with surrounding development. • To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit.
Social Care Facilities	• Civic and Community which specifically provide for a range of essential social care facilities.
Cultural Facilities	• Civic and Community which specifically provide for a range of essential cultural facilities.
Public Purposes	• To provide for a range of essential physical and community infrastructure.

Reserve name	Objectives
Medical Services	• Public Purposes which specifically provide for a range of essential medical services.
Infrastructure Services	• Public Purposes which specifically provide for a range of essential infrastructure services.
Education	• Public Purposes which specifically provide for a range of essential education facilities.
Emergency Services	• Public Purposes which specifically provide for a range of essential emergency services.
Heritage	• Public Purposes which specifically provide for a range of heritage purposes.
Government Services	• Public Purposes which specifically provide for a range of government services.
Recreational	• Public Purposes which specifically provide for a range of public recreational facilities.
Cemetery	• To set aside land required for a cemetery.
Car Park	• To set aside land required for a car park.
Drainage / Waterway	• To set aside land required for significant waterways and drainage.
Railways	• To set aside land required for passenger rail and rail freight services.
Primary Distributor Road	• To set aside land required for a primary distributor road being a road classified as a Regional Distributor or Primary Distributor under the Western Australian Road Hierarchy.
District Distributor Road	• To set aside land required for a district distributor road being a road classified as a Distributor A or Distributor B under the Western Australian Road Hierarchy.
Local Distributor Road	• To set aside land required for a local distributor road being a road classified as a Local Distributor under the Western Australian Road Hierarchy.

Reserve name	Objectives
Local Road	• To set aside land required for a local road being a road classified as an Access Road under the Western Australian Road Hierarchy.
Strategic infrastructure	• To set aside land required for port or airport facilities.
Special Purpose Reserve	• To set aside land for a special purpose. • Purposes that do not comfortably fit in any other reserve classification.

15. Additional uses for local reserves

(1) The Table sets out —

(a) classes of use for specified land located in local reserves that are additional to classes of use determined in accordance with the objectives of the reserve; and

(b) the conditions that apply to that additional use.

Table

Specified additional uses for land in local reserves in Scheme area

No.	Description of land	Additional use	Conditions

(2) Despite anything contained in clause 14, land that is specified in the Table to subclause (1) may be used for the additional class of use set out in respect of that land subject to the conditions that apply to that use.

(The Table of additional uses for land in local reserves may be set out as a Schedule to the Scheme.

If the Scheme does not include additional uses for land in local reserves, insert the words "There are no additional uses for land in local reserves that apply to this Scheme.".)

Part 3 — Zones and use of land

16. Zones

(1) Zones are shown on the Scheme Map according to the legend on the Scheme Map.

(2) The objectives of each zone are as follows —

(Select the zones and the objectives for those zones that are contained in the Scheme from the Table.)

Table — Zone objectives

Zone name	Objectives
Residential	• To provide for a range of housing and a choice of residential densities to meet the needs of the community. • To facilitate and encourage high quality design, built form and streetscapes throughout residential areas. • To provide for a range of non-residential uses, which are compatible with and complementary to residential development.
Urban Development	• To provide an intention of future land use and a basis for more detailed structure planning in accordance with the provisions of this Scheme. • To provide for a range of residential densities to encourage a variety of residential accommodation. • To provide for the progressive and planned development of future urban areas for residential purposes and for commercial and other uses normally associated with residential development. • To provide an intermediate transitional zone following the lifting of an urban deferred zoning within the Metropolitan Region Scheme.

Zone name	Objectives
Settlement	• To identify existing and proposed Aboriginal settlements and to collaboratively plan for the orderly and proper development of those places by — (a) requiring preparation and endorsement of a layout plan in accordance with State Planning Policy 3.2; and (b) ensuring that development accords with a layout plan.
Special Residential	• To provide for lot sizes in the range of 2 000 m² and 1 ha. • To ensure development is sited and designed to achieve an integrated and harmonious character. • To set aside areas where the retention of vegetation and landform or other features which distinguish the land, warrant a larger residential lot size than that expected in a standard residential zone.
Rural	• To provide for the maintenance or enhancement of specific local rural character. • To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use. • To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage. • To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone. • To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.

Zone name	Objectives
Rural Residential	• To provide for lot sizes in the range of 1 ha to 4 ha. • To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land. • To set aside areas for the retention of vegetation and landform or other features which distinguish the land.
Rural Smallholdings	• To provide for lot sizes in the range of 4 ha to 40 ha. • To provide for a limited range of rural land uses where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land. • To set aside areas for the retention of vegetation and landform or other features which distinguish the land.
Rural Townsite Zone	• To provide for a range of land uses that would typically be found in a small country town.
Environmental conservation	• To identify land set aside for environmental conservation purposes. • To provide for the preservation, maintenance, restoration or sustainable use of the natural environment.
Light Industry	• To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones. • To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.

Zone name	Objectives
General Industry	• To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses. • To accommodate industry that would not otherwise comply with the performance standards of light industry. • Seek to manage impacts such as noise, dust and odour within the zone.
Industrial Development	• To designate land for future industrial development. • To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme.
Strategic Industry	• To designate industrial sites of State or regional significance.
Commercial	• To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres. • To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades. • To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.
Mixed Use	• To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels. • To allow for the development of a mix of varied but compatible land uses such as housing, offices, showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.

Zone name	Objectives
Service Commercial	• To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites. • To provide for a range of wholesale sales, showrooms, trade and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones.
Centre	• To designate land for future development as a town centre or activity centre. • To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme or the Activity Centres State Planning Policy.
Tourism	• To promote and provide for tourism opportunities. • To provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where those facilities are provided in support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area. • To allow limited residential uses where appropriate. • To encourage the location of tourist facilities so that they may benefit from existing road services, physical service infrastructure, other tourist attractions, natural features and urban facilities.

Zone name	Objectives
Private clubs, institutions and places of worship	• To provide sites for privately owned and operated recreation, institutions and places of worship. • To integrate private recreation areas with public recreation areas wherever possible. • To separate potentially noisy engine sports from incompatible uses. • To provide for a range of privately owned community facilities, and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development. • To ensure that the standard of development is in keeping with surrounding development and protects the amenity of the area.
Special Use Zone	• To facilitate special categories of land uses which do not sit comfortably within any other zone. • To enable the Council to impose specific conditions associated with the special use.

17. Zoning table

The zoning table for this Scheme is as follows —

(Insert zoning table.)

18. Interpreting zoning table

(1) The permissibility of uses of land in the various zones in the Scheme area is determined by cross-reference between the list of use classes on the left hand side of the zoning table and the list of zones at the top of the zoning table.

(2) The symbols used in the zoning table have the following meanings —

P means that the use is permitted if it complies with any relevant development standards and requirements of this Scheme;

I means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land and it complies with any relevant development standards and requirements of this Scheme;

D means that the use is not permitted unless the local government has exercised its discretion by granting development approval;

A means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64 of the deemed provisions;

X means that the use is not permitted by this Scheme.

(A symbol must appear in the cross-reference of a use class against all the zones in the zoning table.)

Notes for this clause:

1. The development approval of the local government may be required to carry out works on land in addition to any approval granted for the use of land. In normal circumstances 1 application is made for both the carrying out of works on, and the use of, land.

2. Under clause 61 of the deemed provisions, certain works and uses are exempt from the requirement for development approval.

3. Clause 67 of the deemed provisions deals with the consideration of applications for development approval by the local government. Under that clause, development approval cannot be granted for development that is a class X use in relation to the zone in which the development is located, except in certain circumstances where land is being used for a non-conforming use.

(3) A specific use class referred to in the zoning table is excluded from any other use class described in more general terms.

(4) The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table —

(a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or

(b) determine that the use may be consistent with the objectives of a particular zone and advertise under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or

(c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.

(5) If a use of land is identified in a zone as being a class P or class I use, the local government may not refuse an application for development approval for that use in that zone but may require works that are to be undertaken in connection with that use to have development approval.

[(6) deleted]

(7) If the zoning table does not identify any permissible uses for land in a zone the local government may, in considering an application for development approval for land within the zone, have due regard to any of the following plans that apply to the land —

(a) a structure plan;

[(b) deleted]

(c) a local development plan.

[Clause 18 amended: SL 2020/252 r. 32.]

19. Additional uses

(1) The Table sets out —

(a) classes of use for specified land that are additional to the classes of use that are permissible in the zone in which the land is located; and

(b) the conditions that apply to that additional use.

Table

Specified additional uses for zoned land in Scheme area

No.	Description of land	Additional use	Conditions

(2) Despite anything contained in the zoning table, land that is specified in the Table to subclause (1) may be used for the additional class of

use set out in respect of that land subject to the conditions that apply to that use.

(The Table of additional uses for zoned land may be set out as a Schedule to the Scheme.

If the Scheme does not include additional uses for zoned land, insert the words "There are no additional uses for zoned land that apply to this Scheme.".)

20. Restricted uses

(1) The Table sets out —

(a) restricted classes of use for specified land that apply instead of the classes of use that are permissible in the zone in which the land is located; and

(b) the conditions that apply to that restricted use.

Table

Restricted uses for land in Scheme area

No.	Description of land	Restricted use	Conditions

(2) Despite anything contained in the zoning table, land that is specified in the Table to subclause (1) may be used only for the restricted class of use set out in respect of that land subject to the conditions that apply to that use.

(The Table of restricted uses for land may be set out as a Schedule to the Scheme.

If the Scheme does not include restricted uses, insert the words "There are no restricted uses which apply to this Scheme.".)

21. Special use zones

(1) The Table sets out —

(a) special use zones for specified land that are in addition to the zones in the zoning table; and

(b) the classes of special use that are permissible in that zone; and

(c) the conditions that apply in respect of the special uses.

Table

Special use zones in Scheme area

No.	Description of land	Special use	Conditions

(2) A person must not use any land, or any structure or buildings on land, in a special use zone except for a class of use that is permissible in that zone and subject to the conditions that apply to that use.

Note:

Special use zones apply to special categories of land use which do not comfortably sit within any other zone in the Scheme.

(The Table of special use zones may be set out as a Schedule to the Scheme.

If the Scheme does not include special use zones, insert the words "There are no special use zones which apply to this Scheme.".)

22. Non-conforming uses

(1) Unless specifically provided, this Scheme does not prevent —

(a) the continued use of any land, or any structure or building on land, for the purpose for which it was being lawfully used immediately before the commencement of this Scheme; or

(b) the carrying out of development on land if —

(i) before the commencement of this Scheme, the development was lawfully approved; and

(ii) the approval has not expired or been cancelled.

(2) Subclause (1) does not apply if —

(a) the non-conforming use of the land is discontinued; and

(b) a period of 6 months, or a longer period approved by the local government, has elapsed since the discontinuance of the non-conforming use.

(3) Subclause (1) does not apply in respect of a non-conforming use of land if, under Part 11 of the Act, the local government —

(a) purchases the land; or

(b) pays compensation to the owner of the land in relation to the non-conforming use.

23. Changes to non-conforming use

(1) A person must not, without development approval —

(a) alter or extend a non-conforming use of land; or

(b) erect, alter or extend a building used for, or in conjunction with, a non-conforming use; or

(c) repair, rebuild, alter or extend a building used for a non-conforming use that is destroyed to the extent of 75% or more of its value; or

(d) change the use of land from a non-conforming use to another use that is not permitted by the Scheme.

(2) An application for development approval for the purposes of this clause must be advertised in accordance with clause 64 of the deemed provisions.

(3) A local government may only grant development approval for a change of use of land referred to in subclause (1)(d) if, in the opinion of the local government, the proposed use —

(a) is less detrimental to the amenity of the locality than the existing non-conforming use; and

(b) is closer to the intended purpose of the zone in which the land is situated.

24. Register of non-conforming uses

(1) The local government may prepare a register of land within the Scheme area that is being used for a non-conforming use.

(2) A register prepared by the local government must set out the following —

(a) a description of each area of land that is being used for a non-conforming use;

(b) a description of any building on the land;

(c) a description of the non-conforming use;

(d) the date on which any discontinuance of the non-conforming use is noted.

(3) If the local government prepares a register under subclause (1) the local government —

(a) must ensure that the register is kept up-to-date; and

(b) must ensure that an up-to-date copy of the register is published in accordance with clause 87 of the deemed provisions.

[(c) deleted]

(3A) Subclause (3)(b) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

(4) An entry in the register in relation to land that is being used for a non-conforming use is evidence of the matters set out in the entry, unless the contrary is proved.

[Clause 24 amended: SL 2020/252 r. 33.]

Part 4 — General development requirements

(This Part sets out the general requirements which apply to land use and development within the Scheme area and the specific requirements which apply to particular uses and forms of development, such as site requirements, access, parking, building design, setbacks and landscaping, for residential, industrial, rural and other uses.

Development requirements applying to particular zones may alternatively be incorporated with the zoning provisions in Part 3. Development requirements applying to special control areas should be included in Part 5.)

25. R-Codes

(1) The R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.

(2) The local government must ensure that the R-Codes are published in accordance with clause 87 of the deemed provisions.

(2A) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

(3) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the Scheme Map.

(4) The R-Codes apply to an area if —

(a) the area has a coding number superimposed on it in accordance with subclause (3); or

(b) a provision of this Scheme provides that the R-Codes apply to the area.

[Clause 25 amended: SL 2020/252 r. 34.]

26. Modification of R-Codes

(To be inserted if exclusions and variations to the R-Codes are to apply. If no exclusions or variations are to apply, insert the words "There are no modifications to the R-Codes.".)

*[**27, 28.** Deleted: SL 2024/25 r. 50.]*

29. Other planning codes to be read as part of Scheme

(1) The planning codes set out in the Table, modified as set out in clause 30, are to be read as part of this Scheme.

Table

Other planning codes to be read as part of Scheme
(Insert details of planning codes (other than the R-Codes) that are to be read as part of the Scheme.)

(2) The local government must ensure that each planning code set out in the Table to subclause (1) is published in accordance with clause 87 of the deemed provisions.

(3) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

(If no other planning codes are to be read as part of the Scheme, insert the words "There are no other planning codes that are to be read as part of the Scheme.".)

[Clause 29 inserted: SL 2024/25 r. 51.]

30. Modification of planning codes

(To be inserted if exclusions and variations to any other planning code that is to be read as part of the Scheme are to apply. If no exclusions or variations are to apply, insert the words "There are no modifications to a planning code that, under clause 29, is to be read as part of the Scheme.".)

[Clause 30 inserted: SL 2024/25 r. 51.]

31. Environmental conditions

(1) The conditions set out in the Table are environmental conditions that apply to this Scheme as a result of an assessment carried out under the *Environmental Protection Act 1986* Part IV Division 3.

Table

Environmental conditions that apply to land in Scheme area

Scheme or amendment No.	Gazettal date	Environmental conditions

(2) The environmental conditions are indicated on the Scheme Map by the symbol EC to indicate that environmental conditions apply to the land.

(3) The local government must ensure that all statements relating to this Scheme published under the *Environmental Protection Act 1986* Part IV Division 3 are published in accordance with clause 87 of the deemed provisions.

(4) Subclause (3) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

(The Table of environmental conditions may be set out as a Schedule to the Scheme.

If no environmental conditions apply, insert the words "There are no environmental conditions imposed under the Environmental Protection Act 1986 that apply to this Scheme.".)

[Clause 31 amended: SL 2020/252 r. 37.]

32. Additional site and development requirements

(1) The Table sets out requirements relating to development that are additional to those set out in the R-Codes or other planning codes listed under clause 29, precinct structure plans, local development plans or State or local planning policies.

Table

Additional requirements that apply to land in Scheme area

No.	Description of land	Requirement

(The Table of additional requirements that apply to land may be set out as a Schedule to the Scheme.

If no additional requirements are to apply, insert the words "There are no additional site and development requirements that apply to this Scheme.".)

(2) To the extent that a requirement referred to in subclause (1) is inconsistent with a requirement in the R-Codes or other planning code listed under clause 29, a precinct structure plan, a local development plan or a State or local planning policy the requirement referred to in subclause (1) prevails.

[Clause 32 amended: SL 2020/252 r. 38; SL 2024/25 r. 52.]

33. Additional site and development requirements for areas covered by structure plan or local development plan

The Table sets out requirements relating to development that are included in precinct structure plans, structure plans approved before 19 October 2015 and local development plans that apply in the Scheme area.

Table

Additional requirements that apply to land covered by structure plan or local development plan

No.	Description of land	Requirement

(The Table of additional requirements that apply to land as a result of a precinct structure plan, a structure plan approved before 19 October 2015 or a local development plan may be set out as a Schedule to the Scheme.

If no additional requirements are to apply as a result of a structure plan of that kind or a local development plan that applies in the Scheme area, insert the words "There are no additional requirements that apply to this Scheme.".)

[Clause 33 inserted: SL 2020/252 r. 39.]

34. Variations to site and development requirements

(1) In this clause —

additional site and development requirements means requirements set out in clauses 32 and 33.

(2) The local government may approve an application for a development approval that does not comply with an additional site and development requirements.

(3) An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.

(4) If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must —

(a) consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64(4) of the deemed provisions; and

(b) have regard to any expressed views prior to making its determination to grant development approval under this clause.

(5) The local government may only approve an application for development approval under this clause if the local government is satisfied that —

(a) approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67(2) of the deemed provisions; and

(b) the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.

[Clause 34 amended: SL 2020/252 r. 40.]

35. Restrictive covenants

(1) A restrictive covenant affecting land in the Scheme area that would have the effect of limiting the number of residential dwellings which may be constructed on the land is extinguished or varied to the extent that the number of residential dwellings that may be constructed is less than the number that could be constructed on the land under this Scheme.

(2) If subclause (1) operates to extinguish or vary a restrictive covenant —

(a) development approval is required to construct a residential dwelling that would result in the number of residential dwellings on the land exceeding the number that would have been allowed under the restrictive covenant; and

(b) the local government must not grant development approval for the construction of the residential dwelling unless it

advertises the application for development approval in accordance with clause 64 of the deemed provisions.

[Clause 35 amended: SL 2020/252 r. 41.]

Part 5 — Special control areas

(This Part is included in the Scheme to identify areas which are significant for a particular reason and where special provisions in the Scheme may need to apply. These provisions would typically target a single issue or related set of issues often overlapping zone and reserve boundaries. The special control areas should be shown on the Scheme Map as additional to the zones and reserves. If a special control area is shown on the Scheme Map, special provisions related to the particular issue would apply in addition to the provisions of the zones and reserves. These provisions would set out the purpose and objectives of the special control area, any specific development requirements, the process for referring applications to relevant agencies and matters to be taken into account in determining development proposals.)

36. Special control areas

(1) Special control areas are marked on the Scheme Map according to the legend on the Scheme Map.

(2) The purpose, objectives and additional provisions that apply to each special control area is set out in the Table.

Table

Special control areas in Scheme area

Name of area	Purpose	Objectives	Additional provisions

(The Table relating to special control areas may be set out as a Schedule to the Scheme.

If the Scheme does not include a special control area, insert the words "There are no special control areas which apply to this Scheme.".)

Part 6 — Terms referred to in Scheme

Division 1 — General definitions used in Scheme

37. Terms used

(1) If a word or expression used in this Scheme is listed in this clause, its meaning is as follows —

building envelope means the area of land within which all buildings and effluent disposal facilities on a lot must be contained;

cabin means a building that —

(a) is an individual unit other than a chalet; and

(b) forms part of —

(i) tourist and visitor accommodation; or

(ii) a caravan park;

and

(c) if the unit forms part of a caravan park — is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

chalet means a building that —

(a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and

(b) forms part of —

(i) tourist and visitor accommodation; or

(ii) a caravan park;

and

(c) if the unit forms part of a caravan park — is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

commercial vehicle means a vehicle, whether licenced or not, that has a gross vehicle mass of greater than 4.5 tonnes including —

(a) a utility, van, truck, tractor, bus or earthmoving equipment; and

(b) a vehicle that is, or is designed to be an attachment to a vehicle referred to in paragraph (a);

floor area has meaning given in the Building Code;

minerals has the meaning given in the *Mining Act 1978* section 8(1);

plot ratio means the ratio of the floor area of a building to an area of land within the boundaries of the lot or lots on which the building is located;

precinct means a definable area where particular planning policies, guidelines or standards apply;

predominant use means the primary use of premises to which all other uses carried out on the premises are incidental;

retail means the sale or hire of goods or services to the public;

Scheme commencement day means the day on which this Scheme comes into effect under section 87(4) of the Act;

wholesale means the sale of goods or materials to be sold by others.

(2) A word or expression that is not defined in this Scheme —

(a) has the meaning it has in the *Planning and Development Act 2005*; or

(b) if it is not defined in that Act — has the same meaning as it has in the R-Codes.

[Clause 37 amended: SL 2020/252 r. 42; SL 2024/194 r. 4.]

Division 2 — Land use terms used in Scheme

38. Land use terms used

If this Scheme refers to a category of land use that is listed in this provision, the meaning of that land use is as follows —

abattoir means premises used commercially for the slaughtering of animals for the purposes of consumption as food products;

agriculture — extensive means premises used for the raising of stock or crops including outbuildings and earthworks, but does not include agriculture — intensive or animal husbandry — intensive;

agriculture — intensive means premises used for commercial production purposes, including outbuildings and earthworks, associated with any of the following —

(a) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;

(b) the establishment and operation of plant or fruit nurseries;

(c) the development of land for irrigated fodder production or irrigated pasture (including turf farms);

(d) aquaculture;

amusement parlour means premises —

(a) that are open to the public; and

(b) that are used predominantly for amusement by means of amusement machines including computers; and

(c) where there are 2 or more amusement machines;

animal establishment means premises used for the breeding, boarding, training or caring of animals for commercial purposes but does not include animal husbandry — intensive or veterinary centre;

animal husbandry — intensive means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens;

art gallery means premises —

(a) that are open to the public; and

(b) where artworks are displayed for viewing or sale;

betting agency means an office or totalisator agency established under the *Racing and Wagering Western Australia Act 2003*;

brewery means premises the subject of a producer's licence authorising the production of beer, cider or spirits granted under the *Liquor Control Act 1988*;

bulky goods showroom means premises —

(a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes —

(i) automotive parts and accessories;

(ii) camping, outdoor and recreation goods;

(iii) electric light fittings;

(iv) animal supplies including equestrian and pet goods;

(v) floor and window coverings;

(vi) furniture, bedding, furnishings, fabrics, manchester and homewares;

(vii) household appliances, electrical goods and home entertainment goods;

(viii) party supplies;

(ix) office equipment and supplies;

(x) babies' and children's goods, including play equipment and accessories;

(xi) sporting, cycling, leisure, fitness goods and accessories;

(xii) swimming pools;

or

(b) used to sell by retail goods and accessories by retail if —

(i) a large area is required for the handling, display or storage of the goods; or

(ii) vehicular access is required to the premises for the purpose of collection of purchased goods;

caravan park means premises that are a caravan park as defined in the *Caravan Parks and Camping Grounds Act 1995* section 5(1);

caretaker's dwelling means a dwelling on the same site as a building, operation or plant used for industry, and occupied by a supervisor of that building, operation or plant;

car park means premises used primarily for parking vehicles whether open to the public or not but does not include —

(a) any part of a public road used for parking or for a taxi rank; or

(b) any premises in which cars are displayed for sale;

child care premises means premises where —

(a) an education and care service as defined in the *Education and Care Services National Law (Western Australia)* section 5(1), other than a family day care service as defined in that section, is provided; or

(b) a child care service as defined in the *Child Care Services Act 2007* section 4 is provided;

cinema/theatre means premises where the public may view a motion picture or theatrical production;

civic use means premises used by a government department, an instrumentality of the State or the local government for administrative, recreational or other purposes;

club premises means premises used by a legally constituted club or association or other body of persons united by a common interest;

commercial vehicle parking means premises used for parking of one or 2 commercial vehicles but does not include —

(a) any part of a public road used for parking or for a taxi rank; or

(b) parking of commercial vehicles incidental to the predominant use of the land;

community purpose means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit;

consulting rooms means premises used by no more than 2 health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care;

convenience store means premises —

(a) used for the retail sale of convenience goods commonly sold in supermarkets, delicatessens or newsagents; and

(b) operated during hours which include, but may extend beyond, normal trading hours; and

(c) the floor area of which does not exceed 300 m^2 net lettable area;

corrective institution means premises used to hold and reform persons committed to it by a court, such as a prison or other type of detention facility;

educational establishment means premises used for the purposes of providing education including premises used for a school, higher education institution, business college, academy or other educational institution;

exhibition centre means premises used for the display, or display and sale, of materials of an artistic, cultural or historical nature including a museum;

family day care means premises where a family day care service as defined in the *Education and Care Services National Law (Western Australia)* is provided;

fast food outlet/lunch bar means premises, including premises with a facility for drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten —

(a) without further preparation; and

(b) primarily off the premises;

freeway service centre means premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services —

(a) service station facilities;

(b) emergency breakdown repair for vehicles;

(c) charging points for electric vehicles;

(d) facilities for cyclists;

(e) restaurant, cafe or fast food services;

(f) take-away food retailing;

(g) public ablution facilities, including provision for disabled access and infant changing rooms;

(h) parking for passenger and freight vehicles;

(i) outdoor rest stop facilities such as picnic tables and shade areas;

fuel depot means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used —

(a) as a service station; or

(b) for the sale of fuel by retail into a vehicle for use by the vehicle;

funeral parlour means premises used —

(a) to prepare and store bodies for burial or cremation;

(b) to conduct funeral services;

garden centre means premises used for the propagation, rearing and sale of plants, and the storage and sale of products associated with horticulture and gardens;

home business means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —

(a) does not involve employing more than 2 people who are not members of the occupier's household; and

(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and

(c) does not occupy an area greater than 50 m^2; and

(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and

(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and

(f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and

(g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located;

home occupation means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that —

(a) does not involve employing a person who is not a member of the occupier's household; and

(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and

(c) does not occupy an area greater than 20 m^2; and

(d) does not involve the display on the premises of a sign with an area exceeding 0.2 m^2; and

(e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and

(f) does not —

(i) require a greater number of parking spaces than normally required for a single dwelling; or

(ii) result in an increase in traffic volume in the neighbourhood;

and

(g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and

(h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and

(i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located;

home office means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation —

(a) is solely within the dwelling; and

(b) does not entail clients or customers travelling to and from the dwelling; and

(c) does not involve the display of a sign on the premises; and

(d) does not require any change to the external appearance of the dwelling;

home store means a shop attached to a dwelling that —

(a) has a net lettable area not exceeding 100 m^2; and

(b) is operated by a person residing in the dwelling;

hospital means premises used as a hospital as defined in the *Health Services Act 2016* section 8(4);

hotel means premises the subject of a hotel licence other than a small bar or tavern licence granted under the *Liquor Control Act 1988* including any betting agency on the premises;

industry means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes —

(a) the storage of goods;

(b) the work of administration or accounting;

(c) the selling of goods by wholesale or retail;

(d) the provision of amenities for employees;

(e) incidental purposes;

industry — extractive means premises, other than premises used for mining operations, that are used for the extraction of basic raw materials including by means of ripping, blasting or dredging and may include facilities for any of the following purposes —

(a) the processing of raw materials including crushing, screening, washing, blending or grading;

(b) activities associated with the extraction of basic raw materials including wastewater treatment, storage, rehabilitation, loading, transportation, maintenance and administration;

industry — light means premises used for an industry where impacts on the amenity of the area in which the premises is located can be mitigated, avoided or managed;

industry — primary production means premises used —

(a) to carry out a primary production business as that term is defined in the *Income Tax Assessment Act 1997* (Commonwealth) section 995-1; or

(b) for a workshop servicing plant or equipment used in primary production businesses;

liquor store — large means premises the subject of a liquor store licence granted under the *Liquor Control Act 1988* with a net lettable area of more than 300 m^2;

liquor store — small means premises the subject of a liquor store licence granted under the *Liquor Control Act 1988* with a net lettable area of not more than 300 m^2;

marina means —

(a) premises used for providing mooring, fuelling, servicing, repairing, storage and other facilities for boats, including the associated sale of any boating gear or equipment; and

(b) all jetties, piers, embankments, quays, moorings, offices and storerooms used in connection with the provision of those services;

marine filling station means premises used for the storage and supply of liquid fuels and lubricants for marine craft;

market means premises used for the display and sale of goods from stalls by independent vendors;

medical centre means premises other than a hospital used by 3 or more health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care;

mining operations means premises where mining operations, as that term is defined in the *Mining Act 1978* section 8(1) is carried out;

motor vehicle, boat or caravan sales means premises used to sell or hire motor vehicles, boats or caravans;

motor vehicle repair means premises used for or in connection with —

(a) electrical and mechanical repairs, or overhauls, to vehicles other than panel beating, spray painting or chassis reshaping of vehicles; or

(b) repairs to tyres other than recapping or re-treading of tyres;

motor vehicle wash means premises primarily used to wash motor vehicles;

nightclub means premises the subject of a nightclub licence granted under the *Liquor Control Act 1988*;

office means premises used for administration, clerical, technical, professional or similar business activities;

park home park means premises used as a park home park as defined in the *Caravan Parks and Camping Grounds Regulations 1997* Schedule 8;

place of worship means premises used for religious activities such as a chapel, church, mosque, synagogue or temple;

reception centre means premises used for hosted functions on formal or ceremonial occasions;

recreation — private means premises that are —

(a) used for indoor or outdoor leisure, recreation or sport; and

(b) not usually open to the public without charge;

resource recovery centre means premises other than a waste disposal facility used for the recovery of resources from waste;

restaurant/cafe means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licenced under the *Liquor Control Act 1988*;

restricted premises means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of —

(a) publications that are classified as restricted under the *Classification (Publications, Films and Computer Games) Act 1995* (Commonwealth); or

(b) materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or

(c) smoking-related implements;

road house means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services —

(a) a full range of automotive repair services;

(b) wrecking, panel beating and spray painting services;

(c) transport depot facilities;

(d) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

(e) facilities for being a muster point in response to accidents, natural disasters and other emergencies;

rural home business means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —

(a) does not involve employing more than 2 people who are not members of the occupier's household; and

(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and

(c) does not occupy an area greater than 200 m^2; and

(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only be means of the Internet; and

(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and

(f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight;

rural pursuit/hobby farm means any premises, other than premises used for agriculture — extensive or agriculture — intensive, that are used by an occupier of the premises to carry out any of the following activities if carrying out of the activity does not involve permanently employing a person who is not a member of the occupier's household —

(a) the rearing, agistment, stabling or training of animals;

(b) the keeping of bees;

(c) the sale of produce grown solely on the premises;

service station means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for —

(a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or

(b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles;

shop means premises other than a bulky goods showroom, a liquor store — large or a liquor store — small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services;

small bar means premises the subject of a small bar licence granted under the *Liquor Control Act 1988*;

tavern means premises the subject of a tavern licence granted under the *Liquor Control Act 1988*;

telecommunications infrastructure means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network;

tourist and visitor accommodation —

(a) means a building, or a group of buildings forming a complex, that —

(i) is wholly managed by a single person or body; and

(ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and

(iii) may include on-site services and facilities for use by guests; and

(iv) in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night;

and

(b) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but

(c) does not include any of the following —

(i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);

(ii) a caravan park;

(iii) hosted short-term rental accommodation;

(iv) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);

(v) a park home park;

(vi) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);

(vii) a road house;

(viii) workforce accommodation;

trade display means premises used for the display of trade goods and equipment for the purpose of advertisement;

trade supplies means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools, equipment, machinery or other goods used for the following purposes including goods which may be assembled or manufactured off the premises —

(a) automotive repairs and servicing;

(b) building including repair and maintenance;

(c) industry;

(d) landscape gardening;

(e) provision of medical services;

(f) primary production;

(g) use by government departments or agencies, including local government;

transport depot means premises used primarily for the parking or garaging of 3 or more commercial vehicles including —

(a) any ancillary maintenance or refuelling of those vehicles; and

(b) any ancillary storage of goods brought to the premises by those vehicles; and

(c) the transfer of goods or persons from one vehicle to another;

tree farm means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the *Carbon Rights Act 2003* section 5;

veterinary centre means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders;

warehouse/storage means premises including indoor or outdoor facilities used for —

(a) the storage of goods, equipment, plant or materials; or

(b) the display or sale by wholesale of goods;

waste disposal facility means premises used —

(a) for the disposal of waste by landfill; or

(b) the incineration of hazardous, clinical or biomedical waste;

waste storage facility means premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale;

wind farm means premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use;

winery means premises used for the production of viticultural produce and associated sale of the produce;

workforce accommodation means premises, which may include modular or relocatable buildings, used —

(a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and

(b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

[Clause 38 amended: SL 2020/252 r. 43; SL 2024/194 r. 5.]

Schedule 2 — Deemed provisions for local planning schemes

[r. 10(4)]

Part 1 — Preliminary

1. Terms used

If a word or expression used in this Scheme is listed in this clause, its meaning is as follows —

Act means the *Planning and Development Act 2005*;

activity centre means —

(a) an area of land identified in accordance with a State planning policy as an activity centre; or

(b) an area of land identified by the Commission as an activity centre;

advertisement means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, that is used wholly or partly for the purposes of advertising, announcing or directing, and includes —

(a) any hoarding or similar structure used, or adapted for use, for the display of advertisements; and

(b) any airborne device anchored to any land or building used for the display of advertising; and

(c) any vehicle or trailer or other similar object placed or located so as to serve the purpose of displaying advertising;

amenity means all those factors which combine to form the character of an area and include the present and likely future amenity;

ancillary dwelling has the meaning given in the R-Codes;

Building Code means the Building Code of Australia which is volumes 1 and 2, as amended from time to time, of the National Construction Code series published by, or on behalf of, the Australian Building Codes Board;

building height, in relation to a building —

(a) if the building is used for residential purposes — has the meaning given in the R-Codes; or

(b) if the building is used for purposes other than residential purposes — means the maximum vertical distance between the natural ground level and the finished roof height directly above, excluding minor projections as that term is defined in the R-Codes;

built heritage conservation means conservation as defined in the *Heritage Act 2018* section 4;

class A use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64;

class D use, in relation to a zone —

(a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone unless the local government has exercised its discretion by granting development approval; but

(b) does not include a class A use;

class P use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is permitted in the zone if it complies with any relevant development standards and requirements of this Scheme;

class X use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone;

commercial, centre or mixed use zone means —

(a) if this Scheme includes the model provision set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 16 — a Commercial zone, Centre zone or Mixed Use zone; or

(b) otherwise — a zone (however named) the objectives of which as set out in this Scheme indicate that it is an area suitable for —

(i) a range of shops, offices, restaurants and other commercial outlets (whether or not in a town centre or activity centre); or

(ii) a wide variety of active uses on street level that are compatible with residential and other non-active uses on upper levels;

complex application means —

(a) an application for approval of development that is a use of land if the use is not specifically referred to in the zoning table for this Scheme in respect of the zone in which the development is located; or

(b) an application of a kind identified elsewhere in this Scheme, or in a local planning policy, as a complex application for development approval;

container has the meaning given in the WARR Act section 47C(1);

container collection cage means a cage or other structure in which members of the public may place empty containers for the purposes of the container deposit scheme, without receiving payment of the refund amount in exchange;

container deposit recycling centre means a refund point that has or can accommodate facilities for the consolidation or sorting of empty containers pending collection for the purposes of the container deposit scheme;

container deposit scheme means the scheme established by the WARR Act Part 5A;

cultural heritage significance has the meaning given in the *Heritage Act 2018* section 5(1);

deemed-to-comply provision, of the R-Codes, means a provision of the R-Codes described in the R-Codes as a deemed-to-comply provision or a deemed-to-comply requirement;

development contribution plan means a development contribution plan, prepared in accordance with the *Planning and Development*

(Local Planning Schemes) Regulations 2015 Part 7, that applies to land in the Scheme area;

drop-off refund point means a refund point that —

(a) is located in a building; and

(b) is not a container deposit recycling centre;

excluded holiday period day means a day that is in —

(a) a period commencing on 25 December in a year and ending on the next 1 January; or

(b) a period of 7 days commencing on Good Friday in a year;

frontage, in relation to a building —

(a) if the building is used for residential purposes — has the meaning given in the R-Codes; or

(b) if the building is used for purposes other than residential purposes — means the line where a road reserve and the front of a lot meet and, if a lot abuts 2 or more road reserves, the one to which the building or proposed building faces;

grouped dwelling has the meaning given in the R-Codes;

heritage-protected place has the meaning given in clause 1A;

hosted short-term rental accommodation means any of the following —

(a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;

(b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;

(c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement;

incidental use means a use of premises which is consequent on, or naturally attaching, appertaining or relating to, the predominant use;

light industry zone means —

(a) if this Scheme includes the model provision set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 16 — a Light Industry zone; or

(b) otherwise — a zone (however named) the objectives of which as set out in this Scheme indicate that it is an area suitable for a range of light industrial uses and service industries generally compatible with urban areas that cannot be located in commercial zones;

local government means the local government responsible for this Scheme;

local government CEO means the chief executive officer of the local government;

local planning strategy means the local planning strategy for this Scheme prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* Part 3, as amended from time to time;

maintenance and repair works means works that —

(a) are carried out to maintain or repair any building, structure or land or otherwise to prevent any building, structure or land from deteriorating or falling into a state of disrepair; and

(b) do not result in any material alteration to the building, structure or land, including any material alteration to the materials used in or on, or the design or specifications of, the building, structure or land;

Minister for Heritage means the Minister who administers the *Heritage Act 2018*;

multiple dwelling has the meaning given in the R-Codes;

natural ground level, in relation to land subject to development, means —

(a) the ground level specified in either of the following that applies to the land (or, if both of the following apply to the land, the more recent of the following) —

(i) a condition on an approval of a plan of subdivision that specifies a ground level;

(ii) a previous development approval for site works on the land that specifies a ground level;

or

(b) if paragraph (a) does not apply — the level of the land before any disturbance to the land relating to the development;

net lettable area or ***nla*** means the area of all floors within the internal finished surfaces of permanent walls but does not include the following areas —

(a) stairs, toilets, cleaner's cupboards, lift shafts and motor rooms, escalators, tea rooms and plant rooms, and other service areas;

(b) lobbies between lifts facing other lifts serving the same floor;

(c) areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building;

(d) areas set aside for the provision of facilities or services to the floor or building where those facilities are not for the exclusive use of occupiers of the floor or building;

non-conforming use has the meaning given in section 172 of the Act;

owner, in relation to land, means —

(a) if the land is freehold land —

(i) a person whose name is registered as a proprietor of the land; and

(ii) the State, if registered as a proprietor of the land; and

(iii) a person who holds an interest as purchaser under a contract to purchase an estate in fee simple in the land; and

(iv) a person who is the holder of a freehold interest in land vested in an executor or administrator under the *Administration Act 1903* section 8;

and

(b) if the land is Crown land —

(i) the State; and

(ii) a person who holds an interest as purchaser under a contract to purchase an estate in fee simple in the land;

Peel Region Scheme area means the area to which the Peel Region Scheme applies;

premises means land, buildings or part of land or a building;

R-Codes means the planning codes entitled Residential Design Codes prepared by the Commission under the Act, as amended from time to time;

refund amount has the meaning given in the WARR Act section 47C(1);

refund point has the meaning given in the WARR Act section 47C(1);

region planning scheme means a region planning scheme that applies in respect of part or all of the Scheme area;

reserve means land reserved under this Scheme for a public purpose;

residential zone —

(a) if this Scheme includes the model provision set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 16 — means a Residential zone, Special Residential zone or Rural Residential zone; or

(b) otherwise —

(i) means a zone (however named) the objectives of which as set out in this Scheme indicate that it is an area suitable for residential use (regardless of residential lot sizes in the zone and whether or not a limited range of rural and related ancillary pursuits are permitted); but

(ii) does not include a zone (however named) the objectives of which as set out in this Scheme indicate that it is an area suitable for a wide variety of active uses on street level that are compatible with residential and other non-active uses on upper levels;

reverse vending machine means a permanently-located unattended device that accepts empty containers from members of the public in exchange for the payment of the refund amount;

Scheme area means the area to which this Scheme applies;

short-term rental accommodation —

(a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but

(b) does not include a dwelling that is, or is part of, any of the following —

(i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);

(ii) a caravan park;

(iii) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);

(iv) a park home park;

(v) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);

(vi) workforce accommodation;

short-term rental arrangement means an arrangement under which —

(a) a dwelling, or part of a dwelling, is provided for occupation by a person; and

(b) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period;

single house has the meaning given in the R-Codes;

site works means works that affect the ground level, whether by excavation or filling;

special control area means an area identified under this Scheme as an area subject to special controls set out in this Scheme;

street setback area, of a building, means the area between the building and the boundary of a road reserve that abuts the lot, and if the lot abuts 2 or more road reserves, means the area between the building and boundary of the road reserve to which the building faces;

substantially commenced means that some substantial part of work in respect of a development approved under a planning scheme or under an interim development order has been performed;

unhosted short-term rental accommodation means short-term rental accommodation that —

(a) is not hosted short-term rental accommodation; and

(b) accommodates a maximum of 12 people per night;

wall height, in relation to a wall of a building —

(a) if the building is used for residential purposes — has the meaning given in the R-Codes; or

(b) if the building is used for purposes other than residential purposes — means the vertical distance from the natural ground level of the boundary of the property that is closest to the wall to the point where the wall meets the roof or parapet;

WARR Act means the *Waste Avoidance and Resource Recovery Act 2007*;

works, in relation to land, means —

(a) any demolition, erection, construction, alteration of or addition to any building or structure on the land; and

(b) the carrying out on the land of any excavation or other works; and

(c) in the case of a place to which a protection order made under the *Heritage Act 2018* Part 4 Division 1 applies, any act or thing that —

(i) is likely to damage the character of that place or the external appearance of any building; or

(ii) would constitute an irreversible alteration to the fabric of any building;

zone means a portion of the Scheme area identified on the Scheme Map as a zone for the purpose of indicating the controls imposed by

this Scheme on the use of, or the carrying out of works on, land, but does not include a reserve or special control area.

[Clause 1 amended: SL 2020/252 r. 44; SL 2024/25 r. 53; SL 2024/194 r. 6.]

1A. Heritage-protected places

(1) A ***heritage-protected place*** is a place —

(a) that is entered in the State Register of Heritage Places under the *Heritage Act 2018* section 42; or

(b) that is under consideration for entry into the State Register of Heritage Places as described in subclause (2); or

(c) that is the subject of an order under the *Heritage Act 2018* Part 4; or

(d) that is the subject of a heritage agreement that has been certified under the *Heritage Act 2018* section 90; or

(e) that is included on a heritage list as defined in clause 7; or

(f) that is within a heritage area as defined in clause 7.

(2) For the purposes of subclause (1)(b), a place is under consideration for entry into the State Register of Heritage Places if —

(a) the Heritage Council has made a preliminary determination under the *Heritage Act 2018* section 39(2) that the place warrants review under section 40(1) but the review has not commenced; or

(b) the Heritage Council has commenced but has not completed a review of the place under the *Heritage Act 2018* section 40(1); or

(c) the Heritage Council has made a recommendation under the *Heritage Act 2018* section 40(2) that the place be entered in the State Register of Heritage Places but the Minister for Heritage has not yet given a direction under section 41(1) of that Act in relation to that recommendation.

[Clause 1A inserted: SL 2020/252 r. 45.]

1B. Development taken to comply with deemed-to-comply provision of R-Codes

For the purposes of this Scheme, development is taken to comply with a deemed-to-comply provision of the R-Codes if the development complies with —

(a) a provision of a local development plan, precinct structure plan or local planning policy if —

(i) the provision amends or replaces the deemed-to-comply provision; and

(ii) for a provision of a local development plan or local planning policy where the plan or policy is required to be approved by the Commission under the R-Codes — the plan or policy is approved by the Commission;

or

(b) a provision that —

(i) is in a structure plan that was approved before 19 October 2015; and

(ii) amends or replaces the deemed-to-comply provision.

[Clause 1B inserted: SL 2020/252 r. 45.]

1C. Excluded holiday period days not counted in time periods

For the purposes of this Scheme, an excluded holiday period day is not to be counted in calculating a period of time that is expressed as a number of days, business days or working days.

[Clause 1C inserted: SL 2020/252 r. 45.]

Part 2 — Local planning framework

Division 1 — Local planning strategy

2. Local planning strategy

Where a local planning strategy for the Scheme area has been prepared by the local government in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* Part 3

the local planning strategy sets out the long-term planning directions for the Scheme area.

Division 2 — Local planning policies

3. Local planning policies

(1) The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area.

(2) A local planning policy —

(a) may apply generally or in respect of a particular class or classes of matters specified in the policy; and

(b) may apply to the whole of the Scheme area or to part or parts of the Scheme area specified in the policy.

(3) A local planning policy must be based on sound town planning principles and may address either strategic or operational considerations in relation to the matters to which the policy applies.

(4) The local government may amend or repeal a local planning policy.

(5) In making a determination under this Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with this Scheme.

4. Procedure for making local planning policy

(1) If the local government resolves to prepare a local planning policy the local government must, unless the Commission otherwise agrees, advertise the proposed policy as follows —

(a) publish in accordance with clause 87 the proposed policy and a notice giving details of —

(i) the subject and nature of the proposed policy; and

(ii) the objectives of the proposed policy; and

(iii) how the proposed policy is made available to the public in accordance with clause 87; and

(iv) the manner and form in which submissions may be made; and

(v) the period for making submissions and the last day of that period;

(b) if, in the opinion of the local government, the policy is inconsistent with any State planning policy, give notice of the proposed policy to the Commission;

(c) give notice of the proposed policy in any other way and carry out any other consultation the local government considers appropriate.

(2) The period for making submissions specified in a notice under subclause (1)(a)(v) must not be less than the period of 21 days after the day on which the notice is first published under subclause (1)(a).

(3) After the expiry of the period within which submissions may be made, the local government must —

(a) review the proposed policy in the light of any submissions made; and

(b) resolve to —

(i) proceed with the policy without modification; or

(ii) proceed with the policy with modification; or

(iii) not to proceed with the policy.

(3A) The local government must not resolve under subclause (3) to proceed with the policy if —

(a) the proposed policy amends or replaces a deemed-to-comply provision of the R-Codes; and

(b) under the R-Codes, the Commission's approval is required for the policy; and

(c) the Commission has not approved the policy.

(4) If the local government resolves to proceed with the policy, the local government must publish notice of the policy in accordance with clause 87.

(5) A policy has effect on publication of a notice under subclause (4).

(6) The local government must ensure that an up-to-date copy of each local planning policy made under this Scheme that is in effect is published in accordance with clause 87.

(7) Subclause (6) is an ongoing publication requirement for the purposes of clause 87(5)(a).

[Clause 4 amended: SL 2020/252 r. 46.]

5. Procedure for amending local planning policy

(1) Clause 4, with any necessary changes, applies to the amendment to a local planning policy.

(2) Despite subclause (1), the local government may make an amendment to a local planning policy without advertising the amendment if, in the opinion of the local government, the amendment is a minor amendment.

6. Revocation of local planning policy

A local planning policy may be revoked —

(a) by a subsequent local planning policy that —

(i) is prepared in accordance with this Part; and

(ii) expressly revokes the local planning policy;

or

(b) by a notice of revocation —

(i) prepared by the local government; and

(ii) published by the local government in accordance with clause 87.

[Clause 6 amended: SL 2020/252 r. 47.]

Part 3 — Heritage protection

7. Terms used

In this Part —

heritage area means an area designated as a heritage area under clause 9;

heritage list means a heritage list established under clause 8(1);

place has the meaning given in the *Heritage Act 2018* section 7(1).

Note:

The purpose of this Part is to provide for the identification of places and areas of heritage value so that development in the Scheme can, as far as possible, be consistent with the conservation of heritage values.

[Clause 7 amended: SL 2020/252 r. 48.]

8. Heritage list

(1) The local government must establish and maintain a heritage list to identify places within the Scheme area that are of cultural heritage significance and worthy of built heritage conservation.

(2) A heritage list established under subclause (1) must set out a description of each place and the reason for its entry on the heritage list.

(2A) The local government must ensure that an up-to-date copy of the heritage list is published in accordance with clause 87.

(2B) Subclause (2A) is an ongoing publication requirement for the purposes of clause 87(5)(a).

(3) The local government must not enter a place in, or remove a place from, the heritage list or modify the entry of a place in the heritage list unless the local government —

(a) notifies in writing each owner and occupier of the place and provides each of them with a description of the place and the reasons for the proposed entry; and

(b) invites each owner and occupier to make submissions on the proposal within a period specified in the notice; and

(c) carries out any other consultation the local government considers appropriate; and

(d) following any consultation and consideration of the submissions made on the proposal, resolves that the place be entered in the heritage list with or without modification, or that the place be removed from the heritage list.

(3A) The period for making submissions specified in a notice under subclause (3)(b) must not be less than the period of 21 days after the day on which the notice is given under subclause (3)(a).

(4) If the local government enters a place in the heritage list or modifies an entry of a place in the heritage list the local government must give notice of the entry or modification to —

(a) the Heritage Council of Western Australia; and

(b) each owner and occupier of the place.

[Clause 8 amended: SL 2020/252 r. 49.]

9. Designation of heritage areas

(1) If, in the opinion of the local government, special planning control is needed to conserve and enhance the cultural heritage significance and character of an area to which this Scheme applies, the local government may, by resolution, designate that area as a heritage area.

(2) If the local government designates an area as a heritage area the local government must adopt for the area a local planning policy that sets out the following —

(a) a map showing the boundaries of the heritage area;

(b) a statement about the heritage significance of the area;

(c) a record of places of heritage significance in the heritage area.

(3) Before designating an area as a heritage area the local government must —

(a) give each owner of land affected by the proposed designation —

(i) notice of the proposed designation; and

(ii) a copy of the proposed local planning policy for the heritage area or details of how the proposed local planning policy is made available to the public under clause 4(1)(a);

and

(b) advertise the proposed designation by —

(i) publishing in accordance with clause 87 a notice of the proposed designation; and

(ii) erecting a sign giving notice of the proposed designation in a prominent location in the area that would be affected by the designation;

and

(c) carry out any other consultation the local government considers appropriate.

(4) Notice of a proposed designation under subclause (3)(b) must specify —

(a) the area that is the subject of the proposed designation; and

(b) details of how the proposed local planning policy for the heritage area is made available to the public under clause 4(1)(a); and

(c) the manner and form in which submissions may be made; and

(d) the period for making submissions and the last day of that period.

(5) The period for making submissions specified in the notice under subclause (4)(d) must not be less than the period of 21 days after the day on which the notice is first published under subclause (3)(b)(i).

(6) After the expiry of the period within which submissions may be made, the local government must —

(a) review the proposed designation in the light of any submissions made; and

(b) resolve —

(i) to adopt the designation without modification; or

(ii) to adopt the designation with modification; or

(iii) not to proceed with the designation.

(7) If the local government designates an area as a heritage area the local government must give notice of the designation to —

(a) the Heritage Council of Western Australia; and

(b) each owner of land affected by the designation.

(8) The local government may modify or revoke a designation of a heritage area.

(9) Subclauses (3) to (7) apply, with any necessary changes, to the amendment to a designation of a heritage area or the revocation of a designation of a heritage area.

[Clause 9 amended: SL 2020/252 r. 50.]

10. Heritage agreements

(1) The local government may, in accordance with the *Heritage Act 2018* Part 7, enter into a heritage agreement with an owner or occupier of land or a building for the purpose of binding the land or affecting the use of the land or building insofar as the interest of that owner or occupier permits.

(2) The local government may not enter into an agreement with the owner or occupier of land or a building that relates to heritage matters other than in accordance with subclause (1).

[Clause 10 amended: SL 2020/252 r. 51.]

11. Heritage assessment

(1) Despite any existing assessment on record, the local government may require a heritage assessment to be carried out prior to the approval of any development proposed in a heritage area or in respect of a place entered in the heritage list.

(2) A heritage assessment must be in a form approved by the Heritage Council of Western Australia.

12. Variations to local planning scheme provisions for heritage purposes

(1) The local government may vary any site or development requirement specified in this Scheme to —

(a) facilitate the built heritage conservation of a place entered in the State Register of Heritage Places under the *Heritage Act 2018* section 42 or included on the heritage list; or

(b) enhance or preserve heritage values in a heritage area.

(2) A variation under subclause (1) may be unconditional or subject to any conditions the local government considers appropriate.

(3) If the local government is of the opinion that the variation of site or development requirements is likely to affect any owners or occupiers

in the general locality of the place or the heritage area the local government must —

(a) consult the affected parties by following one or more of the provisions for advertising under clause 64(4); and

(b) have regard to any views expressed prior to making its determination to vary the site or development requirements under this clause.

[Clause 12 amended: SL 2020/252 r. 52.]

13. Heritage conservation notice

(1) In this clause —

heritage conservation notice means a notice given under subclause (2);

heritage place means a place that is on the heritage list or located in a heritage area;

properly maintained, in relation to a heritage place, means maintained in a way that ensures that there is no actual or imminent loss or deterioration of —

(a) the structural integrity of the heritage place; or

(b) an element of the heritage place that is integral to —

(i) the reason set out in the heritage list for the entry of the place in the heritage list; or

(ii) the heritage significance of the area in which it is located, as set out in a statement in the local planning policy for the area adopted in accordance with clause 9(2).

(2) If the local government forms the view that a heritage place is not being properly maintained the local government may give to a person who is the owner or occupier of the heritage place a written notice requiring the person to carry out specified repairs to the heritage place by a specified time, being a time that is not less than 60 days after the day on which the notice is given.

(3) If a person fails to comply with a heritage conservation notice, the local government may enter the heritage place and carry out the repairs specified in the notice.

(4) The expenses incurred by the local government in carrying out repairs under subclause (3) may be recovered as a debt due from the person to whom the notice was given in a court of competent jurisdiction.

(5) The local government may —

(a) vary a heritage conservation notice to extend the time for carrying out the specified repairs; or

(b) revoke a heritage conservation notice.

(6) A person who is given a heritage conservation notice may apply to the State Administrative Tribunal for a review, in accordance with Part 14 of the Act, of a decision —

(a) to give the notice; or

(b) to require repairs specified in the notice to be carried out; or

(c) to require repairs specified in the notice to be carried out by the time specified in the notice.

13A. Heritage list and heritage areas under former Scheme

(1) This clause applies if —

(a) this Scheme comes into operation on or after the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2 comes into operation; and

(b) immediately before this Scheme came into operation, another local planning scheme (the ***former Scheme***) applied to the Scheme area.

(2) On and after the day on which this Scheme comes into operation —

(a) the heritage list established under the former Scheme continues under this Scheme and is taken to be the heritage list established under clause 8; and

(b) any heritage area that was designated under the former Scheme immediately before this Scheme comes into operation continues under this Scheme and is taken to be a heritage area designated under clause 9; and

(c) any local planning policy of a kind referred to in clause 9(2) in effect under the former Scheme immediately before this Scheme comes into operation continues under this Scheme

and is taken to be a local planning policy in effect under Part 2 Division 2.

(3) This clause does not prevent the amendment, modification or revocation under this Scheme of the heritage list or any designation of a heritage area or local planning policy.

[Clause 13A inserted: SL 2020/252 r. 53.]

Part 4 — Structure plans

14. Terms used

In this Part —

precinct structure plan means a plan for the coordination of future subdivision, zoning and development of an area of land;

standard structure plan means a plan for the coordination of future subdivision and zoning of an area of land;

structure plan means a standard structure plan or a precinct structure plan.

[Clause 14 inserted: SL 2020/252 r. 54.]

15. When structure plan may be prepared

A structure plan in respect of an area of land in the Scheme area may be prepared if —

(a) the area is —

(i) all or part of a zone identified in this Scheme as an area suitable for urban or industrial development; and

(ii) identified in this Scheme as an area requiring a structure plan to be prepared before any future subdivision or development is undertaken;

or

(b) a State planning policy requires a structure plan to be prepared for the area; or

(c) the Commission considers that a structure plan for the area is required for the purposes of orderly and proper planning.

16. Preparation of structure plan

(1) A structure plan must —

(a) be prepared in a manner and form approved by the Commission; and

(b) include any maps, information or other material required by the Commission; and

(c) unless the Commission otherwise agrees, set out the information required under subclause (1A).

(1A) For the purposes of subclause (1)(c) —

(a) a standard structure plan or precinct structure plan must include the following information —

(i) the key attributes and constraints of the area covered by the plan including the natural environment, landform and the topography of the area;

(ii) the planning context for the area covered by the plan and the neighbourhood and region within which the area is located;

(iii) any major land uses, zoning or reserves proposed by the plan;

(iv) estimates of the future number of lots in the area covered by the plan and the extent to which the plan provides for dwellings, retail floor space or other land uses;

(v) the population impacts that are expected to result from the implementation of the plan;

(vi) the extent to which the plan provides for the coordination of key transport and other infrastructure;

(vii) the proposed staging of the subdivision covered by the plan;

and

(b) a precinct structure plan must also include the following information —

(i) the standards to be applied for the buildings, other structures and works that form part of the subdivision and development covered by the plan;

(ii) arrangements for the management of services for the subdivision and development covered by the plan;

(iii) arrangements to be made for vehicles to access the area covered by the plan;

(iv) the proposed staging of the development covered by the plan.

(2) The local government may prepare a structure plan in the circumstances set out in clause 15.

(3) A person may make an application to the local government for a structure plan prepared by the person in the circumstances set out in clause 15 to be assessed and advertised if the person is —

(a) a person who is the owner of any or all of the land in the area to which the plan relates; or

(b) an agent of a person referred to in paragraph (a).

[Clause 16 amended: SL 2020/252 r. 55.]

17. Action by local government on receipt of application

(1) On receipt of an application for a structure plan to be assessed and advertised, the local government —

(a) must consider the material provided by the applicant and advise the applicant in writing —

(i) if the structure plan complies with clause 16(1); or

(ii) if further information from the applicant is required before the structure plan can be accepted for assessment and advertising;

and

(b) must give the applicant an estimate of the fee for dealing with the application in accordance with the *Planning and Development Regulations 2009* regulation 48.

(2) The structure plan is to be taken to have been accepted for assessment and advertising if the local government has not given written notice to the applicant of its decision by the latest of the following days —

(a) 28 days after receipt of an application;

(b) 14 days after receipt of the further information requested under subclause (1)(a)(ii);

(c) if the local government has given the applicant an estimate of the fee for dealing with the application — the day the applicant pays the fee.

18. Advertising structure plan

(1) The local government must, within 28 days of preparing a structure plan or accepting an application for a structure plan to be assessed and advertised —

(a) advertise the proposed structure plan in accordance with subclause (2); and

(b) seek comments in relation to the proposed structure plan from any public authority or utility service provider that the local government considers appropriate; and

(c) provide to the Commission —

(i) a copy of the proposed structure plan and all accompanying material; and

(ii) details of the advertising and consultation arrangements for the plan.

(2) The local government —

(a) must advertise the proposed structure plan by publishing in accordance with clause 87 —

(i) the proposed structure plan; and

(ii) a notice of the proposed structure plan; and

(iii) any accompanying material in relation to the proposed structure plan that the local government considers should be published;

and

(b) may also advertise the proposed structure plan by doing either or both of the following —

(i) giving notice of the proposed structure plan to owners and occupiers who, in the opinion of the local government, are likely to be affected by the approval of the proposed structure plan;

(ii) erecting a sign or signs in a conspicuous place on the land the subject of the proposed structure plan giving notice of the proposed structure plan.

(3) A notice published or given, or on a sign erected, under subclause (2) in relation to a proposed structure plan must specify —

(a) the manner and form in which submissions may be made; and

(b) the period under subclause (3A) for making submissions and the last day of that period.

(3A) The period for making submissions on a proposed structure plan is —

(a) the period of 42 days after the day on which the notice is first published under subclause (2)(a)(ii); or

(b) a longer period approved by the Commission.

(4) If a local government fails to advertise a structure plan in accordance with this clause, the Commission may take reasonable steps to ensure that the plan is advertised.

(5) All costs incurred by the Commission in the exercise of the power conferred by subclause (4) may, with the approval of the Minister, be recovered from the local government as a debt due to the Commission.

[Clause 18 amended: SL 2020/252 r. 56.]

19. Consideration of submissions

(1) The local government —

(a) must consider all submissions made to the local government within the period specified in a notice advertising the structure plan; and

(b) may consider submissions made to the local government after that time; and

(c) may request further information from a person who prepared the structure plan; and

(d) may advertise any modifications proposed to the structure plan to address issues raised in submissions.

(2) If a local government makes a decision under subclause (1)(d) the local government must take any steps the local government considers appropriate to advertise the proposed modification to the structure plan.

(3) Modifications to a structure plan may not be advertised on more than one occasion without the approval of the Commission.

20. Local government report to Commission

(1) The local government must prepare a report on the proposed structure plan and provide it to the Commission no later than 60 days after the day that is the latest of —

(a) the last day of the period for making submissions on the proposed structure plan that applies under clause 18(3A); or

(b) the last day for making submissions after a proposed modification of the structure plan is advertised under clause 19(2); or

(c) a day agreed by the Commission.

(2) The report on the proposed structure plan must include the following —

(a) a list of the submissions considered by the local government, including, if relevant, any submissions received on a proposed modification to the structure plan advertised under clause 19(2);

(b) any comments by the local government in respect of those submissions;

(c) a schedule of any proposed modifications to address issues raised in the submissions;

(d) the local government's assessment of the proposal based on appropriate planning principles;

(e) a recommendation by the local government on whether the proposed structure plan should be approved by the Commission, including a recommendation on any proposed modifications.

[Clause 20 amended: SL 2020/252 r. 57.]

21. Cost and expenses incurred by local government

The costs and expenses incurred by the local government in giving a report under clause 20(1), are, to the extent that they are not payable by a person who prepared a structure plan under the *Planning and Development Regulations 2009* regulation 49, to be borne by the local government.

22. Decision of Commission

(1) On receipt of a report on a proposed structure plan, the Commission must consider the plan and the report and may —

(a) approve the structure plan; or

(b) require the local government or the person who prepared the structure plan to —

(i) modify the plan in the manner specified by the Commission; and

(ii) resubmit the modified plan to the Commission for approval;

or

(c) refuse to approve the structure plan.

(2) Before making a decision under subclause (1), the Commission may, if the Commission considers that major modifications have been made to the structure plan since it was advertised, direct the local government to readvertise the structure plan in the manner specified by the Commission.

(3) The Commission may not direct the local government to readvertise the structure plan on more than one occasion.

(4) If the Commission is not given a report on a proposed structure plan in accordance with clause 20(1), the Commission may make a decision on the proposed structure plan under subclause (1) in the absence of the report.

(5) The Commission is to be taken to have refused to approve a structure plan if the Commission has not made a decision under subclause (1) within —

(a) 120 days of the day on which the local government provides the report to the Commission, excluding any period between the Commission requiring modifications to the structure plan and the resubmission of the modified plan; or

(b) a longer period agreed in writing between the Commission and the person who prepared the proposed structure plan.

(6) Despite subclause (5), the Commission may decide whether or not to approve a structure plan after the period applicable under subclause (5) has expired, and the validity of the decision is not affected by the expiry.

(7) The Commission must give the local government and any person who prepared the proposed structure plan written notice of its decision to approve or to refuse to approve a structure plan.

23. Further services or information from local government

(1) The Commission may direct the local government to give to the Commission technical advice and assistance or further information in writing in connection with the application if —

(a) the local government does not provide a report on a structure plan within the timeframe referred to in clause 20(1); or

(b) the local government provides a report on a structure plan that does not contain sufficient information for the Commission to make its decision on whether or not to approve the structure plan.

(2) The direction must be in writing and must specify —

(a) the services or information required; and

(b) the time within which the local government must comply with the direction.

(3) If a local government fails to comply with a direction given to it under subclause (1), the Commission may take reasonable steps to obtain the services or information referred to in the direction on its own behalf.

(4) All costs incurred by the Commission in the exercise of the power conferred by subclause (3) may, with the approval of the Minister, be recovered from the local government as a debt due to the Commission.

24. Structure plan may provide for later approval of details of subdivision or development

(1) The Commission may approve a structure plan that provides for further details of a proposed subdivision included in the plan to be submitted to, and approved by, the Commission before the subdivision is approved under Part 10 of the Act.

(1A) The Commission may approve a precinct structure plan that provides for further details of development included in the plan to be submitted to, and approved by, the local government for the purposes of the plan before development approval is granted (or, if development approval is not required, before development commences).

(2) The Commission may only approve a structure plan referred to in subclause (1) or (1A) if the Commission is satisfied that the further matters that are to be approved would not result in a substantial departure from the plan.

[Clause 24 amended: SL 2020/252 r. 58.]

25. Review

A person who prepared a structure plan may apply to the State Administrative Tribunal for a review, in accordance with the *Planning and Development Act 2005* Part 14, of a decision by the Commission not to approve the structure plan.

26. Publication of structure plan approved by Commission

(1) If the Commission approves a structure plan the Commission must publish the structure plan in any manner the Commission considers appropriate.

(2) The local government may publish a structure plan approved by the Commission on the website of the local government.

27. Effect of structure plan

(1) A decision-maker for an application for development approval or subdivision approval in an area that is covered by a structure plan that has been approved by the Commission is to have due regard to, but is not bound by, the structure plan when deciding the application.

(2) A decision-maker for an application for development approval or subdivision approval in an area referred to in clause 15 as being an area for which a structure plan may be prepared, but for which no structure plan has been approved by the Commission, may approve the application if the decision-maker is satisfied that —

(a) the proposed development or subdivision does not conflict with the principles of orderly and proper planning; and

(b) the proposed development or subdivision would not prejudice the overall development potential of the area.

28. Duration of approval

(1) Subject to this clause and clause 29A, the approval of a structure plan has effect for —

(a) the period of 10 years commencing on the day on which the Commission approves the plan; or

(b) another period determined by the Commission when approving the plan.

(2) The Commission may extend the period for which the approval of a structure plan has effect under subclause (1) if there are no changes to the terms of the plan.

(3) The Commission may revoke its approval of a structure plan if —

(a) a new structure plan is approved in relation to the area to which the structure plan to be revoked relates; or

(b) the Commission considers that the plan has been implemented or is otherwise no longer required; or

(c) the Commission considers that the structure plan cannot be effectively implemented because of a legislative change, a change in a State planning policy or a change in the R-Codes or any other planning code that is read into the Scheme; or

(d) for a structure plan that was the subject of an application under clause 16(3), the revocation is agreed to by —

(i) the owner of the land to which the structure plan relates (or, if the land is owned by 2 or more owners, each of them); and

(ii) the local government.

(4) For the purposes of subclause (1), a structure plan that was approved before 19 October 2015 is taken to have been approved on that day.

[Clause 28 inserted: SL 2020/252 r. 59; amended: SL 2024/25 r. 54.]

29. Amendment of structure plan

(1) A structure plan may be amended by the Commission at the request of the local government or a person who owns land in the area covered by the plan.

(2) The procedures for making a structure plan set out in this Part, with any necessary changes, are to be followed in relation to an amendment to a structure plan under this clause.

(3) Despite subclause (2), the local government may decide not to advertise an amendment to a structure plan if, in the opinion of the local government and the Commission, the amendment is of a minor nature.

(4) An amendment to a structure plan under this clause or clause 29A(2) does not extend the period of approval of the plan unless, at the time the amendment is approved, the Commission agrees to extend the period.

[Clause 29 amended: SL 2020/252 r. 60.]

29A. Revocation or amendment of structure plan resulting from scheme amendment

(1) The Commission must, as soon as is reasonably practicable, revoke the approval of a structure plan if —

(a) an amendment to this Scheme that affects the area to which the structure plan relates takes effect; and

(b) the amendment includes a statement in relation to the structure plan under the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 35A(a).

(2) If an amendment to this Scheme that affects the area to which a structure plan relates takes effect, and that amendment includes a statement in relation to the structure plan under the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 35A(b), the Commission must as soon as is reasonably practicable amend the structure plan in accordance with the statement.

(3) The procedures referred to in clause 29(2) do not apply in relation to the amendment of a structure plan under subclause (2).

[Clause 29A inserted: SL 2020/252 r. 61.]

[Part 5 (cl. 30-45) deleted: SL 2020/252 r. 62.]

Part 6 — Local development plans

46. Term used: local development plan

In this Part —

local development plan means a plan setting out specific and detailed guidance for a future development including one or more of the following —

(a) site and development standards that are to apply to the development;

(b) specifying exemptions from the requirement to obtain development approval for development in the area to which the plan relates.

47. When local development plan may be prepared

A local development plan in respect of an area of land in the Scheme area may be prepared if —

(a) the Commission has identified the preparation of a local development plan as a condition of approval of a plan of subdivision of the area; or

(b) a local planning policy or structure plan requires a local development plan to be prepared for the area; or

(c) another provision of this Scheme requires a local development plan to be prepared for the area; or

(d) the Commission and the local government considers that a local development plan is required for the purposes of orderly and proper planning.

[Clause 47 amended: SL 2020/252 r. 63.]

48. Preparation of local development plan

(1) A local development plan must —

(a) be prepared in a manner and form approved by the Commission; and

(b) include any maps or other material considered by the local government to be necessary; and

(c) set out the following information —

(i) the standards to be applied for the buildings, other structures and works that form part of the development to which it applies;

(ii) details of the arrangements to be made for vehicles to access the area covered by the plan.

(2) The local government may prepare a local development plan in the circumstances set out in clause 47.

(3) A person may make an application to the local government for a local development plan prepared by the person in the circumstances set out in clause 47 to be assessed and advertised if the person is —

(a) a person who is the owner of any or all of the land in the area to which the plan relates; or

(b) an agent of a person referred to in paragraph (a).

49. Action by local government on receipt of application

(1) On receipt of an application for a local development plan to be assessed and advertised, the local government —

(a) must consider the material provided by the applicant and advise the applicant in writing —

(i) if the local development plan complies with clause 48(1); or

(ii) if further information from the applicant is required before the local development plan can be accepted for assessment and advertising;

and

(b) must give the applicant an estimate of the fee for dealing with the application in accordance with the *Planning and Development Regulations 2009* regulation 48.

(2) The local development plan is to be taken to have been accepted for assessment and advertising if the local government has not given written notice of its decision to the applicant by the latest of the following days —

(a) 14 days after receipt of an application;

(b) 7 days after receipt of the further information requested under subclause (1)(a)(ii);

(c) if the local government has given the applicant an estimate of the fee for dealing with the application — the day on which the applicant pays the fee.

50. Advertising of local development plan

(1) The local government must, within 28 days of preparing a local development plan or accepting an application for a local development plan to be assessed and advertised —

(a) advertise the proposed local development plan in accordance with subclause (2); and

(b) seek comments in relation to the proposed local development plan from any public authority or utility service that the local government considers appropriate.

(2) The local government —

(a) must advertise the proposed local development plan by publishing in accordance with clause 87 —

(i) the proposed local development plan; and

(ii) a notice of the proposed local development plan; and

(iii) any accompanying material in relation to the proposed local development plan that the local government considers should be published;

and

(b) may also advertise the proposed local development plan by doing either or both of the following —

(i) giving notice of the proposed local development plan to owners and occupiers who, in the opinion of the local government, are likely to be affected by the approval of the plan;

(ii) erecting a sign or signs in a conspicuous place on the land the subject of the proposed local development plan giving notice of the proposed local development plan.

(3) Despite subclause (1) the local government may decide not to advertise a local development plan if the local government is satisfied that the plan is not likely to adversely affect any owners or occupiers within the area covered by the plan or an adjoining area.

(4) A notice published or given, or on a sign erected, under subclause (2) in relation to a proposed local development plan must specify —

(a) the manner and form in which submissions may be made; and

(b) the period for making submissions and the last day of that period.

(5) The period for making submissions specified in a notice under subclause (4)(b) must not be less than the period of 14 days after the day on which the notice of the proposed local development plan is first published under subclause (2)(a)(ii).

[Clause 50 amended: SL 2020/252 r. 64.]

51. Consideration of submissions

The local government —

(a) must consider all submissions in relation to a local development plan made to the local government within the period specified in a notice advertising a proposed local development plan; and

(b) may consider submissions in relation to a local development plan made to the local government after that time; and

(c) is to have due regard to the matters set out in clause 67(2) to the extent that, in the opinion of the local government those matters are relevant to the development to which the plan relates.

[Clause 51 amended: SL 2020/252 r. 65.]

52. Decision of local government

(1) Following consideration of a proposed local development plan, including any amendments made to the plan to address matters raised in submissions, the local government must —

(a) approve the local development plan; or

(b) require the person who prepared the local development plan to —

(i) modify the plan in the manner specified by the local government; and

(ii) resubmit the modified plan to the local government for approval;

or

(c) refuse to approve the plan.

(1A) The local government must not approve a local development plan under subclause (1) if —

(a) the local development plan amends or replaces a deemed-to-comply provision of the R-Codes; and

(b) under the R-Codes, the Commission's approval is required for the local development plan; and

(c) the Commission has not approved the local development plan.

(2) The local government is to be taken to have refused to approve a local development plan if the local government has not made a decision under subclause (1) —

(a) if the plan was advertised — within the period of 60 days after the last day for making submissions specified in accordance with clause 50(5) or a longer period agreed

between the local government and a person other than the local government who prepared the plan; or

(b) if the plan was not advertised — within the period of 60 days after the resolution not to advertise the plan was made by the local government or a longer period agreed between the local government and a person other than the local government who prepared the plan.

(3) For the purposes of calculating the periods referred to in subclause (2)(a) and (b), the period between the local government requiring modifications to the local development plan and the resubmission of the modified plan is to be excluded.

(4) Despite subclause (2), the local government may decide whether or not to approve a local development plan after the period applicable under subclause (2) has expired, and the validity of the decision is not affected by the expiry.

(5) The local government must give any person who prepared the local development plan written notice of its decision to approve or to refuse to approve a local development plan.

[Clause 52 amended: SL 2020/252 r. 66.]

53. Local development plan may provide for later approval of details of development

(1) The local government may approve a local development plan that provides for further details of any development included in the plan to be submitted to, and approved by, the local government before the development commences.

(2) The local government may only approve a local development plan referred to in subclause (1) if the local government is satisfied that the further matters that are to be approved would not result in a substantial departure from the plan.

54. Review

A person who prepared a local development plan may apply to the State Administrative Tribunal for a review, in accordance with the *Planning and Development Act 2005* Part 14, of a decision by the local government not to approve the local development plan.

55. Publication of local development plan approved by local government

(1) If the local government approves a local development plan the local government must publish the local development plan in accordance with clause 87.

(2) Subclause (1) is an ongoing publication requirement for the purposes of clause 87(5)(a).

[Clause 55 inserted: SL 2020/252 r. 67.]

56. Effect of local development plan

(1) A decision-maker for an application for development approval in an area that is covered by a local development plan that has been approved by the local government must have due regard to, but is not bound by, the local development plan when deciding the application.

(2) A decision-maker for an application for development approval in an area referred to in clause 47 as being an area for which a local development plan may be prepared, but for which no local development plan has been approved by the local government, may approve the application if the decision-maker is satisfied that —

(a) the proposed development does not conflict with the principles of orderly and proper planning; and

(b) the proposed development would not prejudice the overall development potential of the area.

57. Duration of approval

(1) The approval of a local development plan has effect for a period of 10 years commencing on the day on which the local government approves the plan, or another period determined by the local government, unless the local government earlier revokes its approval.

(2) For the purposes of subclause (1), a local development plan that was approved before 19 October 2015 is taken to have been approved on that day.

(3) A local government may extend the period of approval of a local development plan if there are no changes to the terms of the plan or the conditions attached to the approval.

[Clause 57 amended: SL 2020/252 r. 68.]

58. Revocation of local development plan

The local government must not revoke approval of a local development plan unless this Scheme is amended so that the development to which the plan relates is a non-conforming use.

59. Amendment of local development plan

(1) A local development plan may be amended by the local government.

(2) A person who owns land in the area covered by a local development plan may request the local government to amend the plan.

(3) The procedures for making a local development plan set out in this Part, with any necessary changes, are to be followed in relation to an amendment to a local development plan.

(4) Despite subclause (3), the local government may decide not to advertise an amendment to a local development plan if, in the opinion of the local government, the amendment is of a minor nature.

(5) An amendment to a local development plan does not extend the period of approval of the plan unless, at the time the amendment is approved, the local government agrees to extend the period.

Part 7 — Requirement for development approval

60. Requirement for development approval

A person must not commence or carry out any works on, or use, land in the Scheme area unless —

(a) the person has obtained the development approval of the local government under Part 8; or

(b) development approval is not required for the development under clause 61.

Note:

1. Development includes the erection, placement and display of advertisements.

2. Approval to commence development may also be required from the Commission if the land is subject to a region planning scheme.

[Clause 60 amended: SL 2020/252 r. 69.]

61. Development for which development approval not required

(1) Development approval is not required for works if —

(a) the works are of a class specified in Column 1 of an item in the Table; and

(b) if conditions are set out in Column 2 of the Table opposite that item — all of those conditions are satisfied in relation to the works.

Table

	Column 1 **Works**	**Column 2** **Conditions**
1.	The demolition or removal of any of the following — (a) a single house; (b) an ancillary dwelling; (c) an outbuilding; (d) an external fixture; (e) a boundary wall or fence; (f) a patio; (g) a pergola; (h) a verandah; (i) a deck; (j) a garage; (k) a carport; (l) a swimming pool; (m) shade sails.	The works are not located in a heritage-protected place.
2.	The demolition of a building that is not a single house, ancillary dwelling, multiple dwelling or grouped dwelling.	(a) The building does not share a common wall with another building. (b) The works are not located in a heritage-protected place.
3.	The demolition or removal of a cubbyhouse.	The works are not located in a heritage-protected place.

	Column 1 **Works**	**Column 2** **Conditions**
4.	The demolition or removal of a flagpole.	The works are not located in a heritage-protected place of a kind referred to in clause 1A(1)(a) to (e).
5.	Internal building work that does not materially affect the external appearance of the building.	Either — (a) neither the building nor any part of it is located in a heritage-protected place of a kind referred to in clause 1A(1)(a) to (e); or (b) the building, or a part of it, is located in a heritage-protected place of a kind referred to in clause 1A(1)(a), (c), (d) or (e), but the interior of the building is specified as not being of cultural heritage significance in the relevant register, order, agreement or list referred to in that clause.
6.	The erection of, or alterations or additions to, a single house on a lot.	(a) The R-Codes apply to the works. (b) The works comply with the deemed-to-comply provisions of the R-Codes. (c) The works are not located in a heritage-protected place.

	Column 1 **Works**	**Column 2** **Conditions**
7.	The erection or installation of, or alterations or additions to, any of the following on the same lot as a single house or a grouped dwelling — (a) an ancillary dwelling; (b) an outbuilding; (c) an external fixture; (d) a boundary wall or fence; (e) a patio; (f) a pergola; (g) a verandah; (h) a deck; (i) a garage; (j) a carport.	(a) The R-Codes apply to the works. (b) The works comply with the deemed-to-comply provisions of the R-Codes. (c) The works are not located in a heritage-protected place.
8.	The installation of, or alterations or additions to, any of the following on the same lot as a single house or a grouped dwelling — (a) a swimming pool; (b) shade sails.	The works are not located in a heritage-protected place.

	Column 1 **Works**	**Column 2** **Conditions**
9.	The temporary erection or installation of an advertisement.	(a) The advertisement is erected or installed in connection with an election, referendum or other poll conducted under the *Commonwealth Electoral Act 1918* (Commonwealth), the *Referendum (Machinery Provisions) Act 1984* (Commonwealth), the *Electoral Act 1907*, the *Local Government Act 1995* or the *Referendums Act 1983*. (b) The primary purpose of the advertisement is for political communication in relation to the election, referendum or poll. (c) The advertisement is not erected or installed until the writ or writs have been issued or, for an election, referendum or poll under the *Local Government Act 1995*, until the 36th day before the day on which the election, referendum or poll is to be held. (d) The advertisement is removed no later than 48 hours after the election, referendum or poll is conducted.

	Column 1 **Works**	**Column 2** **Conditions**
		(e) The advertisement is not erected or installed within 1.5 m of any part of a crossover or street truncation.
10.	The erection or installation of a sign of a class specified in a local planning policy or local development plan that applies to the works as not requiring development approval.	(a) The sign complies with any requirements specified in the local planning policy or local development plan in relation to the exemption from the requirement for development approval. (b) The sign is not erected or installed within 1.5 m of any part of a crossover or street truncation. (c) The works are not located in a heritage-protected place.
11.	Works to change an existing sign that has been erected or installed on land.	(a) The erection or installation of the existing sign was the subject of development approval or was exempt from the requirement for development approval. (b) The changes do not alter the size or location of the existing sign or result in the sign containing any illumination, animation, movement or reflective, retro-reflective or fluorescent materials.

	Column 1 **Works**	**Column 2** **Conditions**
		(c) The sign is not used for advertising (other than the advertising of a business operated on the land). (d) The works are not located in a heritage-protected place.
12.	The installation of a water tank.	(a) The water tank is not installed in the street setback area of a building. (b) The volume of the water tank is no more than 5 000 L. (c) The height of the water tank is no more than — (i) for a tank fixed to a building — the height of the eaves of the building; or (ii) for a tank that is not fixed to a building and is more than 1 m from each boundary of the lot — 2.4 m; or (iii) for a tank that is not fixed to a building and is 1 m or less from a boundary of the lot — 1.8 m. (d) The works are not located in a heritage-protected place.

	Column 1 **Works**	**Column 2** **Conditions**
13.	The erection or installation of a cubbyhouse.	(a) The cubbyhouse is not erected or installed in the street setback area of a building. (b) The floor of the cubbyhouse is no more than 1 m above the natural ground level. (c) The wall height of the cubbyhouse is no more than 2.4 m above the natural ground level. (d) The building height of the cubbyhouse is no more than 3 m above the natural ground level. (e) The area of the floor of the cubbyhouse is no more than 10 m^2. (f) The cubbyhouse is not erected or installed within 1 m of more than 1 boundary of the lot.
14.	The erection or installation of a flagpole.	(a) The height of the flagpole is no more than 6 m above the natural ground level. (b) The flagpole is no more than 200 mm in diameter. (c) The flagpole is not used for advertising. (d) There is no more than 1 flagpole on the lot.

	Column 1 **Works**	**Column 2** **Conditions**
		(e) The works are not located in a heritage-protected place.
15.	The installation of solar panels on the roof of a building.	(a) The solar panels are parallel to the angle of the roof. (b) The works are not located in a heritage-protected place.
16.	Maintenance and repair works.	Either — (a) the works are not located in a heritage-protected place; or (b) the maintenance and repair works are of a kind referred to in the *Heritage Regulations 2019* regulation 41(1)(b) to (i).
17.	Temporary works.	The works are in existence for less than 48 hours, or a longer period agreed by the local government, in any 12-month period.
18.	Works that are urgently necessary for any of the following — (a) public safety; (b) the safety or security of plant or equipment; (c) the maintenance of essential services; (d) the protection of the environment.	The works are not located in a heritage-protected place of a kind referred to in clause 1A(1)(a), (b) or (d).

	Column 1 **Works**	**Column 2** **Conditions**
19.	Works that are wholly located on an area identified as a regional reserve under a region planning scheme.	
20.	Works specified in a local planning policy or local development plan that applies to the works as works that do not require development approval (other than works referred to in item 10).	The works comply with any requirements specified in the local planning policy or local development plan in relation to the exemption from the requirement for development approval.
21.	Works of a type identified elsewhere in this Scheme as works that do not require development approval.	The works comply with any requirements specified in this Scheme in relation to the exemption from the requirement for development approval.

Notes for this subclause:

1. Approval may be required from the Commission for development on a regional reserve under a region planning scheme.
2. Section 157 of the Act applies in respect of the carrying out of works necessary to enable the subdivision of land if the Commission has approved a plan of the subdivision.
3. Section 6 of the Act applies in respect of the carrying out of public works.
4. Clause 1B sets out circumstances in which development is taken to comply with a deemed-to-comply provision of the R-Codes.

(2) Development approval of the local government is not required for the following uses —

(a) a use that is wholly located on an area identified as a regional reserve under a region planning scheme;

Note for this paragraph:

Approval may be required from the Commission for development on a regional reserve under a region planning scheme.

(b) development that is a class P use in relation to the zone in which the development is located, if —

(i) the development has no works component; or

(ii) development approval is not required for the works component of the development;

(c) development that is an exempt class D use under subclause (3) in relation to the zone in which the development is located, if —

(i) the development has no works component; or

(ii) development approval is not required for the works component of the development;

(d) the use of premises as a home office;

(e) the use of premises as a drop-off refund point if —

(i) the premises are otherwise used as a shop (as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 38); or

(ii) the premises are not in a residential zone and the use of the premises as a drop-off refund point is an incidental use of the premises;

(ea) the use of a dwelling as hosted short-term rental accommodation;

(eb) the use of a dwelling as unhosted short-term rental accommodation if the dwelling is —

(i) wholly or partly in the metropolitan region; and

(ii) registered under the *Short-Term Rental Accommodation Act 2024* Part 3; and

(iii) used as unhosted short-term rental accommodation for no more than 90 nights in a relevant 12-month period; and

(iv) not located in a zone in relation to which the use of a dwelling as unhosted short-term rental

accommodation is a class X use or a use that is not consistent with the objectives of that zone;

(f) temporary use that is in existence for less than 48 hours, or a longer period agreed by the local government, in any 12-month period;

(g) any other use specified in a local planning policy or local development plan that applies to the development as a use that does not require development approval;

(h) use of a type identified elsewhere in this Scheme as use that does not require development approval.

(3) For the purposes of subclause (2)(c), a use of land is an exempt class D use in relation to the zone in which the land is located if —

(a) the use is a class D use in relation to the zone; and

(b) the use is of a class set out in Column 1 of an item in the Table; and

(c) the zone is of a class set out in Column 2 of the Table opposite that item; and

(d) if conditions are set out in Column 3 of the Table opposite that item — all of those conditions are satisfied in relation to the use.

Table

	Column 1 **Use**	**Column 2** **Zones**	**Column 3** **Conditions**
1.	Shop	Commercial, centre or mixed use zone	Net lettable area is no more than 300 m^2.
2.	Restaurant/cafe	Commercial, centre or mixed use zone	Net lettable area is no more than 300 m^2.
3.	Convenience store	Commercial, centre or mixed use zone	Store is not used for the sale of petroleum products.

	Column 1 **Use**	**Column 2** **Zones**	**Column 3** **Conditions**
4.	Consulting rooms	Commercial, centre or mixed use zone	No more than 60% of the glass surface of any window on the ground floor of the consulting rooms is obscured glass.
5.	Office	Commercial, centre or mixed use zone	Office is not located on the ground floor of a building.
6.	Liquor store — small	Commercial, centre or mixed use zone	Store is in the metropolitan region or Peel Region Scheme area.
7.	Small bar	Commercial, centre or mixed use zone	(a) Small bar is in the metropolitan region or Peel Region Scheme area. (b) The lot on which the small bar is located does not directly adjoin a residential zone.

	Column 1 **Use**	**Column 2** **Zones**	**Column 3** **Conditions**
8.	Recreation — private	Commercial, centre or mixed use zone Light industry zone	(a) Premises are in the metropolitan region. (b) Net lettable area of any indoor area of the premises is no more than 300 m^2. (c) No more than 60% of the glass surface of any window on the ground floor of a building on the premises is obscured glass.
9.	Home occupation	All zones	

(4) A reference in Column 1 of the Table to subclause (3) to a class of land use is a reference to that use as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 38, whether or not —

(a) the relevant definition is included in this Scheme; or

(b) this Scheme includes a different definition for that use; or

(c) this Scheme refers to that class of land use by a different name.

(5) Subclause (2) has effect despite the zoning table for this Scheme.

(6) Despite subclauses (1) and (2), an exemption under those subclauses does not apply to development if —

(a) the development is undertaken in a special control area and the special provisions that apply to that area under this Scheme provide that development approval is required for the development; or

(b) the development is undertaken on land designated by an order made under the *Fire and Emergency Services Act 1998* section 18P as a bush fire prone area and development approval is required under clause 78D(3) for the development.

(7) An exemption from the requirement for development approval that applies under this clause (other than an exemption under item 10 or 20 in the Table to subclause (1)) is not affected by any provision of a local planning policy or local development plan.

(8) If development consists of both works and use of land —

(a) subject to subclause (2)(b)(ii) and (c)(ii), any exemption under subclause (1) that applies to the works does not affect whether development approval is required for the use; and

(b) any exemption under subclause (2) that applies to the use does not affect whether development approval is required for the works.

(9) Despite any provision to the contrary in a local planning policy or local development plan referred to in subclause (2)(g), development approval is required for the use of a dwelling as unhosted short-term rental accommodation if —

(a) the dwelling is wholly or partly in the metropolitan region; and

(b) the dwelling is —

(i) not registered under the *Short-Term Rental Accommodation Act 2024* Part 3; or

(ii) used as unhosted short-term rental accommodation for more than 90 nights in a relevant 12-month period; or

(iii) located in a zone in relation to which the use of a dwelling as unhosted short-term rental accommodation is a class X use or a use that is not consistent with the objectives of that zone.

(10) A reference in subclause (2)(eb) or (9)(b) to a ***relevant 12-month period*** in relation to unhosted short-term rental accommodation is a reference to —

(a) the period of 12 months commencing on the day on which the owner or occupier registered the dwelling under the *Short-Term Rental Accommodation Act 2024* Part 3; or

(b) any subsequent 12-month period commencing on the anniversary of that day.

[Clause 61 inserted: SL 2020/252 r. 70; amended: SL 2024/194 r. 7.]

61A. Advice by local government that development approval not required for erection of, or alterations or additions to, single house

(1) This clause applies only if —

(a) the Scheme area is wholly or partly in the metropolitan region or the Peel Region Scheme area; or

(b) the local government has made an election under subclause (5)(a) and has not revoked that election under subclause (5)(b).

(2) An owner of a lot in the Scheme area who proposes to carry out works consisting of the erection of, or alterations or additions to, a single house on the lot may apply to the local government for written advice that the local government is satisfied that development approval of the local government is not required for the works because of an exemption under item 6 in the Table to clause 61(1).

(3) An application under subclause (2) must be —

(a) made in a manner and form approved by the Commission; and

(b) accompanied by any documents or other information required by the approved form; and

(c) accompanied by any fee for determining the application imposed by the local government under the *Planning and Development Regulations 2009*.

(4) Within 14 days after an application under subclause (2) is made, the local government must —

(a) provide advice to the applicant, in the manner and form approved by the Commission, that the local government is satisfied that development approval of the local government is not required for the works because of an exemption under item 6 in the Table to clause 61(1); or

(b) notify the applicant, in the manner and form approved by the Commission, that the local government is not satisfied as referred to in paragraph (a).

(5) The local government may, by written notice given to the Commission and published in accordance with clause 87 —

(a) elect to provide advice under this clause; or

(b) revoke an election under paragraph (a).

[Clause 61A inserted: SL 2020/252 r. 70.]

Part 8 — Applications for development approval

62. Form of application

(1) An application for development approval must be —

(a) made in the form of the "Application for development approval" set out in clause 86(1); and

(b) signed by the owner of the land on which the proposed development is to be located; and

(c) accompanied by any fee for an application of that type set out in the *Planning and Development Regulations 2009* or prescribed under the *Local Government Act 1995*; and

(d) accompanied by the plans and information specified in clause 63.

(2) For the purposes of subclause (1)(b), a person or body may sign an application for development approval as the owner of freehold land if the person or body is one of the following —

(a) a person who is referred to in the definition of ***owner*** in respect of freehold land in clause 1;

(b) a strata company that —

(i) is authorised to make an application for development approval in respect of the land under scheme by-laws registered under the *Strata Titles Act 1985*; and

(ii) if the land is held under a leasehold scheme, has the written consent of the owner of the leasehold scheme to make the application;

(ba) a community corporation for a community titles scheme that is authorised to make an application for development approval in respect of the land under scheme by-laws registered for the community titles scheme under the *Community Titles Act 2018*;

(c) a person who is authorised under another written law to make an application for development approval in respect of the land;

(d) an agent of a person referred to in paragraph (a).

Note:

The *Planning and Development Act 2005* section 267A makes provision for the signing of documents by the owner of Crown land.

(2A) A term has the same meaning in subclause (2)(b) as is given in the *Strata Titles Act 1985* section 3(1).

(2B) A term has the same meaning in subclause (2)(ba) as is given in the *Community Titles Act 2018* section 3(1).

(3) An application for development approval for the erection, placement or display of an advertisement must be accompanied by sufficient information to determine the application in the form of the "Additional information for development approval for advertisements" set out in clause 86(2).

Note:

The *Interpretation Act 1984* section 74 provides for circumstances in which deviations from a prescribed form do not invalidate the form used.

[Clause 62 amended: Gazette 31 Dec 2019 p. 4655-6; SL 2021/77 r. 4.]

63. Accompanying material

(1) An application for development approval must be accompanied by —

(a) a plan or plans in a form approved by the local government showing the following —

(i) the location of the site including street names, lot numbers, north point and the dimensions of the site;

(ii) the existing and proposed ground levels over the whole of the land the subject of the application;

(iii) the location, height and type of all existing structures and environmental features, including watercourses, wetlands and native vegetation on the site;

(iv) the structures and environmental features that are proposed to be removed;

(v) the existing and proposed use of the site, including proposed hours of operation, and buildings and structures to be erected on the site;

(vi) the existing and proposed means of access for pedestrians and vehicles to and from the site;

(vii) the location, number, dimensions and layout of all car parking spaces intended to be provided;

(viii) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site and the means of access to and from those areas;

(ix) the location, dimensions and design of any open storage or trade display area and particulars of the manner in which it is proposed to develop the open storage or trade display area;

(x) the nature and extent of any open space and landscaping proposed for the site;

and

(b) plans, elevations and sections of any building proposed to be erected or altered and of any building that is intended to be retained; and

(c) a report on any specialist studies in respect of the development that the local government requires the applicant to undertake such as site surveys or traffic, heritage, environmental, engineering or urban design studies; and

(d) any other plan or information that the local government reasonably requires.

(2) The local government may waive or vary a requirement set out in subclause (1).

(3) Where an application relates to a place entered on a heritage list prepared in accordance with this Scheme or within an area designated under this Scheme as a heritage area, the local government may require the application to be accompanied by one or more of the following —

(a) street elevations drawn as one continuous elevation to a scale not smaller than 1:100 showing the proposed development and the whole of the existing development on each lot immediately adjoining the land the subject of the application;

(b) a detailed schedule of all finishes, including materials and colours of the proposed development;

(c) a description of the finishes of the existing developments on the subject lot and on each lot immediately adjoining the subject lot.

63A. Action by local government on receipt of application

(1) On receipt of an application for development approval, the local government must —

(a) consider whether the application and accompanying material comply with clauses 62 and 63; and

(b) within 7 days after the day on which the application is received, advise the applicant by written notice —

(i) if the local government is satisfied that the application and accompanying material comply with clauses 62 and 63 — that the application has been accepted for assessment; or

(ii) otherwise — that the applicant must amend the application, or provide further accompanying material, before the application can be accepted for assessment.

(2) If the local government does not give advice under subclause (1)(b) within the 7-day period referred to in that subclause, the application is taken to be accepted for assessment on the day after the end of that period.

(3) If the local government gives advice under subclause (1)(b)(ii) and the applicant amends the application or provides further accompanying material as required, this clause applies again in respect of the application as amended or as accompanied by the further material as if references to the receipt of the application were to the receipt of the amendment or the further material.

[Clause 63A inserted: SL 2020/252 r. 71.]

64. Advertising applications

(1) The local government —

(a) must advertise a complex application for development approval in accordance with subclause (3); and

(b) must advertise an application for development approval in accordance with subclause (4) if the application is not a complex application and —

(i) relates to development that is a class A use in relation to the zone in which the development is located; or

(ii) relates to the extension of a non-conforming use; or

(iii) relates to development that does not comply with the requirements of this Scheme; or

(iv) relates to development for which the local government requires a heritage assessment to be carried out under clause 11(1); or

(v) is of a kind identified elsewhere in this Scheme as an application that is required to be advertised;

and

(c) may advertise any other application for development approval in accordance with subclause (4).

(2) Subclause (1)(b)(iii) does not apply if the local government is satisfied that the non-compliance with the requirements of this Scheme is of a minor nature.

(3) For the purposes of subclause (1)(a), a complex application is advertised by doing all of the following —

(a) publishing in accordance with clause 87 —

(i) a notice of the proposed development in the form set out in clause 86(3); and

(ii) the application for development approval; and

(iii) any accompanying material in relation to the application that the local government considers should be published;

(b) giving notice of the proposed development —

(i) to the owners and occupiers of every property that is within 200 m of the proposed development; and

(ii) to any other owners and occupiers of properties in the vicinity of the proposed development who, in the

opinion of the local government, are likely to be affected by the granting of development approval;

(c) erecting, in the manner and form approved by the Commission, a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed development in the form set out in clause 86(3).

Note for this subclause:

Under clause 88, the Commission may approve varied requirements that apply if it is not practicable for the local government to comply with subclause (3)(b) or (c).

(4) For the purposes of subclause (1)(b) or (c), an application that is not a complex application is advertised by doing any or all of the following, as determined by the local government —

(a) publishing in accordance with clause 87 —

(i) a notice of the proposed development in the form set out in clause 86(3); and

(ii) the application for development approval; and

(iii) any accompanying material in relation to the application that the local government considers should be published;

(b) giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval;

(c) erecting, in the manner and form approved by the Commission, a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed development in the form set out in clause 86(3).

(5) A notice published or given, or on a sign erected, in accordance with subclause (3) or (4) in relation to an application for development approval must specify —

(a) the manner and form in which submissions may be made; and

(b) the applicable period under subclause (6) or (7) for making submissions and the last day of that period.

(6) The period to be specified in a notice published or given, or on a sign erected, in accordance with subclause (3) in relation to a complex application is —

(a) the period of 28 days after the day on which the notice of the application is first published under subclause (3)(a); or

(b) a longer period agreed in writing between the applicant and the local government.

(7) The period to be specified in a notice published or given, or on a sign erected, in accordance with subclause (4) in relation to an application that is not a complex application is —

(a) the period of 14 days after the day on which the notice of the application is first published or given, or the sign is first erected, as the case requires; or

(b) a longer period agreed in writing between the applicant and the local government.

[Clause 64 inserted: SL 2020/252 r. 71.]

64A. Applicant for development approval may be required to pay costs of advertising or erect signs

(1) The local government may require an applicant for development approval to pay the costs of the local government advertising the application for development approval under clause 64.

(2) The local government may, instead of erecting signs under clause 64(3)(c) or (4)(c), require the applicant for development approval to erect those signs.

[Clause 64A inserted: SL 2020/252 r. 71.]

65. Subsequent approval of development

The procedures relating to applications for development approval set out in Part 7, Part 9 and this Part apply, with any modifications necessary, to an application for development approval for development already commenced or carried out.

Note:

The *Planning and Development Act 2005* section 164 sets out the effect of approval for development already commenced or carried out.

Part 9 — Procedure for dealing with applications for development approval

65A. Local government may request additional information or material

(1) If an application for development approval has been accepted for assessment, the local government may, by written notice given to the applicant, request the applicant to provide any further information or material that the local government reasonably requires to determine the application.

(2) A request under subclause (1) may be made whether or not the local government gave the applicant advice under clause 63A(1)(b)(ii) in relation to the application before it was accepted for assessment.

(3) A request under subclause (1) must state the period within which the further information or material must be provided, which must be a period of at least 21 days after the day on which the request is made.

(4) Only 1 request under subclause (1) can be made in relation to an application for development approval unless —

(a) the application is a complex application; or

(b) the application is required to be advertised under clause 64(1)(b); or

(c) a copy of the application is required to be provided to a statutory, public or planning authority under clause 66; or

(d) after the application was accepted for assessment, the applicant, on their own initiative, submitted further information or material relevant to the application to the local government and the request relates to that further information or material.

[Clause 65A inserted: SL 2020/252 r. 72.]

65B. Applicant may agree to or refuse request for additional information or material

(1) If a request under clause 65A(1) is made to an applicant for development approval, the applicant may, by written notice given to the local government within 7 days after the day on which the request is made, agree to or refuse the request.

(2) If the applicant does not agree to or refuse the request within the 7-day period referred to in subclause (1), the applicant is taken to have refused the request.

(3) If an applicant agrees to a request under clause 65A(1), the period set out in subclause (4) is not to be counted for the purposes of determining when the application for development approval must be determined under clause 75(1).

(4) For the purposes of subclause (3), the period —

(a) begins on the day on which the applicant agrees to the request; and

(b) ends on the earlier of the following —

(i) the day on which the applicant gives the information or material specified in the request to the local government;

(ii) the last day of the period stated in the notice of request under clause 65A(3).

(5) If an applicant refuses a request under clause 65A(1) —

(a) the local government must not refuse to determine the application for development approval merely because the applicant has refused the request; and

(b) the making of the request does not affect when the application for development approval must be determined under clause 75(1).

[Clause 65B inserted: SL 2020/252 r. 72.]

66. Consultation with other authorities

(1) When, in the opinion of the local government, an application for development approval may affect any other statutory, public or planning authority, the local government is to provide a copy of the application to the authority for objections and recommendations.

(2) If an application for development approval relates to proposed development on land that is reserved under this Scheme for a public purpose and vested in a public authority, the local government must provide a copy of the application to that authority for objections and recommendations before making a decision on the application.

(3) A statutory, public or planning authority receiving a copy of an application may, within 42 days of receiving the application or within such longer period as the local government allows in accordance with subclause (3A), provide to the local government a memorandum in writing containing any objections to, or recommendations in respect of the whole or part of the proposed development.

(3A) The local government may extend the 42-day period referred to in subclause (3) once only by a period of not more than 14 days.

(4) If a statutory, public or planning authority does not provide a memorandum within the time allowed under subclause (3), the local government may determine that the authority is to be taken to have no objections or recommendations to make.

[Clause 66 amended: SL 2020/252 r. 73.]

67. Consideration of application by local government

(1) Development approval cannot be granted on an application for approval of —

(a) development that is a class X use in relation to the zone in which the development is located, unless —

(i) the development relates to land that is being used for a non-conforming use; and

(ii) the local government considers that the proposed use of the land would be less detrimental than the non-conforming use;

or

(b) development that otherwise does not comply with a requirement of this Scheme, unless —

(i) this Scheme gives the local government discretion to waive or vary the requirement or to grant development approval despite non-compliance with the requirement; or

(ii) the development is permitted under a provision of this Scheme in relation to non-conforming uses.

(2) In considering an application for development approval (other than an application on which approval cannot be granted under subclause (1)),

the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

(a) the aims and provisions of this Scheme (including any planning codes that are read, with or without modifications, into this Scheme) and any other local planning scheme operating within the Scheme area;

(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving;

(c) any approved State planning policy;

(d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d);

(e) any policy of the Commission;

(f) any policy of the State;

(fa) any local planning strategy for this Scheme endorsed by the Commission;

(g) any local planning policy for the Scheme area;

(h) any structure plan or local development plan that relates to the development;

(i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*;

(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;

(k) the built heritage conservation of any place that is of cultural significance;

(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;

(m) the compatibility of the development with its setting, including —

(i) the compatibility of the development with the desired future character of its setting; and

(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;

(n) the amenity of the locality including the following —

(i) environmental impacts of the development;

(ii) the character of the locality;

(iii) social impacts of the development;

(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;

(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;

(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;

(r) the suitability of the land for the development taking into account the possible risk to human health or safety;

(s) the adequacy of —

(i) the proposed means of access to and egress from the site; and

(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;

(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;

(u) the availability and adequacy for the development of the following —

(i) public transport services;

(ii) public utility services;

(iii) storage, management and collection of waste;

(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);

(v) access by older people and people with disability;

(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;

(w) the history of the site where the development is to be located;

(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;

(y) any submissions received on the application;

(za) the comments or submissions received from any authority consulted under clause 66;

(zb) any other planning consideration the local government considers appropriate.

(3) Subclause (1) has effect despite the zoning table for this Scheme.

[Clause 67 amended: SL 2020/252 r. 74; SL 2024/25 r. 55.]

68. Determination of applications

(1) If an application for approval of development is advertised under clause 64, the local government must not determine the application until after the end of —

(a) for a complex application advertised in accordance with clause 64(3) — the period for making submissions that applies under clause 64(6); or

(b) for an application advertised in accordance with clause 64(4) — each period for making submissions specified

in a notice published or given, or on a sign erected, in accordance with that clause.

(1A) If a copy of an application for approval of development has been provided to a statutory, public or planning authority under clause 66, the local government must not determine the application until after the end of each period for providing a memorandum to the local government that applies under clause 66(3).

(2) The local government may determine an application for development approval by —

(a) granting development approval without conditions; or

(b) granting development approval with conditions; or

(c) refusing to grant development approval.

[Clause 68 amended: SL 2020/252 r. 75.]

69. Application not to be refused if development contribution plan not in place

(1) The local government must not refuse an application for development approval only because there is not a development contribution plan in place in relation to the development.

(2) The local government must not grant development approval subject to a condition that future contributions to the provision of infrastructure related to the development may be required under a development contribution plan that is not in place at the time the application is determined.

70. Form and date of determination

(1) As soon as practicable after determining an application for development approval, the local government must give the applicant written notice of the determination in the form of the "Notice of determination on application for development approval" set out in clause 86(4).

(2) The determination has effect on the day on which the notice of determination is given to the applicant.

71. Commencement of development under development approval

If development approval is granted under clause 68 —

(a) the development must be substantially commenced —

(i) if no period is specified in the approval — within the period of 2 years commencing on the date on which the determination is made; or

(ii) if a period is specified in the approval — within that period; or

(iii) in either case — within a longer period approved by the local government on an application made under clause 77(1)(a);

and

(b) the approval lapses if the development has not substantially commenced within the period determined under paragraph (a).

Note for this clause:

For an application determined by a Development Assessment Panel, the *Planning and Development (Development Assessment Panels) Regulations 2011* regulation 16A provides for the period within which development must be substantially commenced.

[Clause 71 amended: SL 2020/252 r. 76; SL 2024/25 r. 56.]

72. Temporary development approval

The local government may impose conditions limiting the period of time for which development approval is granted.

Note:

A temporary development approval is where the local government grants approval for a limited period. It does not have any effect on the period within which the development must commence.

73. Scope of development approval

Development approval may be granted —

(a) for the development for which the approval is sought; or

(b) for the development for which the approval is sought, except for a part or aspect of that development specified in the approval; or

(c) for a part or aspect of the development for which approval is sought that is specified in the approval.

74. Approval subject to later approval of details

(1) The local government may grant development approval subject to a condition that further details of any works or use specified in the condition must be submitted to, and approved by, the local government before the developer commences the development.

(2) The local government may only impose a condition referred to in subclause (1) if the local government is satisfied that the further matters that are to be approved would not substantially change the development approved.

75. Time for deciding application for development approval

(1) The local government must determine an application for development approval —

(a) if the application is advertised in compliance with a requirement under clause 64(1)(a) or (b) or a copy of the application is provided to a statutory, public or planning authority under clause 66 — within 90 days after the day on which the application is accepted for assessment; or

(b) otherwise — within 60 days after the day on which the application is accepted for assessment; or

(c) in either case — within a longer time agreed in writing between the applicant and the local government.

(2) If the local government has not made a determination in the time referred to in subclause (1) the local government is to be taken to have refused to grant the development approval.

(3) Despite subclause (2), the local government may determine whether or not to grant the development approval after the period applicable under subclause (1) has expired and the validity of the determination is not affected by the expiry.

(4) The local government must give the applicant written notice of its decision to grant or refuse to grant development approval.

[Clause 75 amended: SL 2020/252 r. 77.]

76. Review of decisions

(1) In this clause —

affected person, in relation to a reviewable determination, means —

(a) the applicant for development approval; or

(b) the owner of land in respect of which an application for development approval is made;

reviewable determination means a determination by the local government to —

(a) refuse an application for development approval; or

(b) to grant development approval subject to conditions; or

(c) to refuse to amend or cancel a development approval on an application made under clause 77.

(2) An affected person may apply to the State Administrative Tribunal for a review of a reviewable determination in accordance with the *Planning and Development Act 2005* Part 14.

77. Amending or cancelling development approval

(1) An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all of the following —

(a) to amend the approval so as to extend the period within which any development approved must be substantially commenced;

(b) to amend or delete any condition to which the approval is subject;

(c) to amend an aspect of the development approved which, if amended, would not substantially change the development approved;

(d) to cancel the approval.

(2) An application under subclause (1) —

(a) is to be made in accordance with the requirements in Part 8 and dealt with under this Part as if it were an application for development approval; and

(b) may be made during or after the period within which the development approved must be substantially commenced.

(3) Despite subclause (2), the local government may waive or vary a requirement in Part 8 or this Part in respect of an application if the local government is satisfied that the application relates to a minor amendment to the development approval.

(4) The local government may determine an application made under subclause (1) by —

(a) approving the application without conditions; or

(b) approving the application with conditions; or

(c) refusing the application.

Part 9A — Provisions about car parking

[Heading inserted: SL 2020/252 r. 80.]

Division 1 — General

[Heading inserted: SL 2020/252 r. 80.]

77A. Terms used

In this Part —

applicable minimum on-site parking requirement, in relation to development —

(a) means a minimum on-site parking requirement that applies to the development (and, if the local government has varied a minimum on-site parking requirement in relation to the development under clause 77D(1)(a), means that requirement as so varied); but

(b) does not include a minimum on-site parking requirement that has been waived in relation to the development under clause 77D(1)(b);

minimum on-site parking requirement means a provision of this Scheme, or a local planning policy, that provides for the minimum number of car parking spaces that must be provided as part of development of a specified kind;

parking space shortfall, in relation to development, has the meaning given in clause 77C;

payment in lieu of parking condition means a condition requiring a payment to be made in lieu of satisfying a minimum on-site parking requirement;

payment in lieu of parking plan has the meaning given in clause 77J(1);

relevant payment in lieu of parking plan, in relation to development, means the payment in lieu of parking plan in effect from time to time for the area in which the development is located;

shared parking arrangement condition means a condition requiring entry into an arrangement for shared parking in lieu of satisfying a minimum on-site parking requirement.

[Clause 77A inserted: SL 2020/252 r. 80.]

77B. Development to which this Part applies

(1) This Part applies to development in —

(a) the metropolitan region; or

(b) the Peel Region Scheme area.

(2) Despite subclause (1), this Part does not apply to development to which the R-Codes apply.

[Clause 77B inserted: SL 2020/252 r. 80.]

77C. Parking space shortfall for development

If development does not comply with an applicable minimum on-site parking requirement, the ***parking space shortfall*** for the development is the number of car parking spaces calculated as follows —

$$M - A$$

where —

M is the minimum number of car parking spaces required to be provided as part of the development under the applicable minimum on-site parking requirement;

A is the actual number of car parking spaces to be provided as part of the development.

[Clause 77C inserted: SL 2020/252 r. 80.]

77D. Variation of minimum on-site parking requirement in relation to development

(1) The local government may —

(a) vary a minimum on-site parking requirement that applies to development so that the minimum number of car parking spaces that must be provided as part of the development is a lower number; or

(b) waive a minimum on-site parking requirement that applies to development.

(2) The local government must not vary or waive a minimum on-site parking requirement under subclause (1) in relation to development unless the local government is satisfied —

(a) that reasonable efforts have been made to comply with the minimum on-site parking requirement without adversely affecting access arrangements, the safety of pedestrians or persons in vehicles, open space, street trees or service infrastructure; and

(b) that —

(i) in the case of a variation — the lower number of car parking spaces would be adequate for the demands of the development, having regard to the likely use of the car parking spaces, the availability of off-site parking facilities and the likely use of alternative means of transport; or

(ii) in the case of a waiver — it is not necessary for car parking spaces to be provided as part of the development, having regard to the availability of

off-site parking facilities and the likely use of alternative means of transport.

[Clause 77D inserted: SL 2020/252 r. 80.]

77E. Development that does not comply with applicable minimum on-site parking requirement

(1) Development is not required to comply with an applicable minimum on-site parking requirement if —

(a) development approval is not required for the development under clause 61; or

(b) development approval has been granted for the development subject to either or both of the following —

(i) a payment in lieu of parking condition imposed in accordance with clause 77H;

(ii) a shared parking arrangement condition imposed in accordance with clause 77Q.

(2) The local government must not grant development approval for development that does not comply with an applicable minimum on-site parking requirement unless the approval is granted subject to a condition or conditions referred to in subclause (1)(b).

[Clause 77E inserted: SL 2020/252 r. 80.]

77F. Imposition of both payment in lieu of parking condition and shared parking arrangement condition

(1) The local government must not under clause 68(2)(b) impose on an approval of development both a payment in lieu of parking condition in accordance with clause 77H and a shared parking arrangement condition in accordance with clause 77Q, unless —

(a) the parking space shortfall for the development is at least 2; and

(b) the local government has given the applicant for development approval a notice of apportionment stating that —

(i) a specified number of the car parking spaces in the parking space shortfall are to be dealt with by the payment in lieu of parking condition; and

(ii) the remainder of the car parking spaces in the parking space shortfall are to be dealt with by the shared parking arrangement condition.

(2) If the local government gives a notice of apportionment under subclause (1)(b), then —

(a) for the purpose of imposing the payment in lieu of parking condition in accordance with clause 77H, the parking space shortfall for the development is taken to be the number of car parking spaces specified in the notice under subclause (1)(b)(i); and

(b) for the purpose of imposing the shared parking arrangement condition in accordance with clause 77Q, the parking space shortfall for the development is taken to be the number of car parking spaces specified in the notice under subclause (1)(b)(ii).

[Clause 77F inserted: SL 2020/252 r. 80.]

Division 2 — Payment in lieu of provision of car parking spaces

[Heading inserted: SL 2020/252 r. 80.]

77G. When payment in lieu of parking condition may be imposed

(1) The local government must not impose a payment in lieu of parking condition on an approval of development under clause 68(2)(b) otherwise than in accordance with clause 77H.

(2) The local government must not impose a payment in lieu of parking condition on an approval of development under clause 68(2)(b) in accordance with clause 77H unless a payment in lieu of parking plan that applies to the area in which the development is to be located is in effect under this Division.

(3) Despite subclause (2), during the period of 2 years commencing on the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 3 comes into operation —

(a) the local government may under clause 68(2)(b) impose a payment in lieu of parking condition in accordance with clause 77H on an approval of development if there are interim

parking provisions that apply to the area in which the development is to be located; and

(b) if the local government imposes a condition as referred to in paragraph (a) — the interim parking provisions are taken to be the relevant payment in lieu of parking plan for the development for the purposes of this Division.

(4) In subclause (3) —

interim parking provisions means provisions of this Scheme, or of a local planning policy or local development plan, if the provisions —

(a) are in effect immediately before the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 3 comes into operation; and

(b) deal with the imposition of payment in lieu of parking conditions; and

(c) set out —

(i) the area to which the provisions apply; and

(ii) the purposes for which money paid in accordance with a payment in lieu of parking condition imposed on an approval of development located in that area will be applied.

[Clause 77G inserted: SL 2020/252 r. 80.]

77H. Payment in lieu of parking condition

(1) Subject to clause 77G, if the local government grants approval for development that does not satisfy an applicable minimum on-site parking requirement, the local government may under clause 68(2)(b) impose a condition requiring the owner of the land on which the development is to be located to make a payment to the local government in lieu of satisfying the applicable minimum on-site parking requirement.

(2) The maximum amount of the payment required under a condition referred to in subclause (1) is the amount calculated in accordance with the determination under subclause (4).

(3) Subclause (2) does not prevent the local government from imposing a condition that requires a payment that is lower than the maximum amount referred to in that subclause.

(4) The Commission must, by notice published in the *Gazette*, determine the method to be used to calculate a reasonable estimate of the costs to the local government of providing in the area to which the relevant payment in lieu of parking plan applies a number of car parking spaces equivalent to the parking space shortfall for the development.

(5) A determination under subclause (4) may provide for different calculation methods that apply in different circumstances.

(6) The Commission may revoke a determination under subclause (4) by a subsequent determination under that subclause.

(7) A determination under subclause (4) may be combined in a single instrument with 1 or more other determinations of that kind issued under 1 or more other local planning schemes or all other local planning schemes.

[Clause 77H inserted: SL 2020/252 r. 80.]

77I. Application of money paid under payment in lieu of parking condition

(1) All money received by the local government in accordance with a payment in lieu of parking condition imposed on an approval of development in accordance with clause 77H must be paid into a reserve account established under the *Local Government Act 1995* section 6.11 for the purposes set out in the relevant payment in lieu of parking plan for the development.

(2) The money must be applied for the purposes set out in the relevant payment in lieu of parking plan.

(3) If interest is earned from the investment of money held under subclause (1), that interest must be applied for the purposes set out in the relevant payment in lieu of parking plan.

(4) Subclause (5) applies if —

(a) a person (the ***relevant payer***) pays money to the local government in accordance with a payment in lieu of parking condition imposed in accordance with clause 77H; and

(b) at the end of the period of 10 years commencing on the day on which the local government receives the money, or a longer period approved by the Commission, either or both of the following applies —

(i) any of the money received has not been applied in accordance with subclause (2);

(ii) any interest earned from the investment of the money received has not been applied in accordance with subclause (3).

(5) The local government must repay the money and interest referred to in subclause (4)(b)(i) and (ii) to the relevant payer.

(6) The local government is not required to comply with subclause (5) if —

(a) after taking reasonable steps to find the relevant payer, the relevant payer cannot be found; or

(b) the relevant payer is a body corporate that has been dissolved.

(7) If subclause (6) applies, then despite subclauses (2) and (3), the money and interest referred to in subclause (4)(b)(i) and (ii) may be applied for any purpose that —

(a) relates to the provision or maintenance of public parking infrastructure or other transport infrastructure (for example, public transport infrastructure or cycling or pedestrian paths) in the Scheme area; or

(b) is ancillary or incidental to purposes referred to in paragraph (a).

[Clause 77I inserted: SL 2020/252 r. 80.]

77J. Payment in lieu of parking plan

(1) A ***payment in lieu of parking plan*** is a plan setting out the following —

(a) the area to which the plan applies;

(b) the purposes for which money paid in accordance with any payment in lieu of parking condition imposed by the local government on an approval of development located in the area will be applied, which must —

(i) relate to the provision or maintenance of public parking infrastructure or other transport infrastructure (for example, public transport infrastructure or cycling or pedestrian paths) in the area to which the plan applies; or

(ii) be ancillary or incidental to purposes referred to in subparagraph (i);

(c) any other information required by the Commission.

(2) The local government may —

(a) prepare a payment in lieu of parking plan for any part of the Scheme area; or

(b) adopt a payment in lieu of parking plan prepared by an owner of land in the part of the Scheme area to which the plan would apply.

(3) A payment in lieu of parking plan must be prepared in the form approved by the Commission.

[Clause 77J inserted: SL 2020/252 r. 80.]

77K. Advertising payment in lieu of parking plan

(1) If the local government resolves to prepare or adopt a payment in lieu of parking plan the local government must, unless the Commission otherwise agrees, advertise the proposed plan as follows —

(a) publish in accordance with clause 87 the proposed plan and a notice giving details of —

(i) how the proposed plan is made available to the public in accordance with clause 87; and

(ii) the manner and form in which submissions may be made; and

(iii) the period for making submissions and the last day of that period;

(b) give notice of the proposed plan in any other way, and carry out any other consultation, that the local government considers appropriate.

(2) The period for making submissions specified in a notice under subclause (1)(a)(iii) must not be less than the period of 21 days after the day on which the notice is first published under subclause (1)(a).

(3) After the expiry of the period within which submissions may be made, the local government must —

(a) review the proposed payment in lieu of parking plan in the light of any submissions made; and

(b) resolve —

(i) to approve the plan without modification; or

(ii) to approve the plan with modifications; or

(iii) not to approve the plan.

(4) If the local government approves the payment in lieu of parking plan under subclause (3)(b)(i) or (ii), the local government must publish notice of the approval in accordance with clause 87.

[Clause 77K inserted: SL 2020/252 r. 80.]

77L. Publication of payment in lieu of parking plan

(1) The local government must ensure that an up-to-date copy of each payment in lieu of parking plan in effect under this Scheme is published in accordance with clause 87.

(2) Subclause (1) is an ongoing publication requirement for the purposes of clause 87(5)(a).

[Clause 77L inserted: SL 2020/252 r. 80.]

77M. Procedure for amending payment in lieu of parking plan

(1) The procedures for making a payment in lieu of parking plan set out in clauses 77J to 77L, with any necessary changes, are to be followed in relation to an amendment to a payment in lieu of parking plan.

(2) Despite subclause (1), the local government may approve an amendment to a payment in lieu of parking plan without advertising the amendment if, in the opinion of the local government, the amendment is a minor amendment.

(3) The amendment of a payment in lieu of parking plan does not extend the period for which the plan has effect under clause 77N.

[Clause 77M inserted: SL 2020/252 r. 80.]

77N. Duration of payment in lieu of parking plan

(1) Unless sooner revoked, a payment in lieu of parking plan has effect for —

(a) the period of 10 years commencing on the day after the day on which the local government first publishes notice of the approval of the plan under clause 77K(4); or

(b) a longer period approved by the Commission.

(2) The Commission may approve a longer period under subclause (1)(b) in relation to a payment in lieu of parking plan either before or after the plan is approved by the local government.

(3) A payment in lieu of parking plan may be revoked —

(a) by a subsequent payment in lieu of parking plan that expressly revokes the payment in lieu of parking plan; or

(b) by a notice of revocation —

(i) prepared by the local government; and

(ii) published by the local government in accordance with clause 87.

[Clause 77N inserted: SL 2020/252 r. 80.]

77O. Payment in lieu of parking plan ceasing to be in effect when money has not been applied

(1) This clause applies if —

(a) a person (the ***relevant payer***) pays money to the local government in accordance with a payment in lieu of parking condition imposed on an approval of development in accordance with clause 77H; and

(b) any of the money, or any interest earned from the investment of the money, has not been applied or repaid under clause 77I; and

(c) the relevant payment in lieu of parking plan (the ***former plan***) that was in effect for the development ceases to have effect under clause 77N(1); and

(d) as a result of the cessation, there is no payment in lieu of parking plan in effect for the area in which the development is located.

(2) During the period that applies under subclause (3), clause 77I applies as if the former plan continued to be the relevant payment in lieu of parking plan for the development.

(3) The period that applies for the purposes of subclause (2) is the period that —

(a) commences on the day (***cessation day***) on which the former plan ceases to have effect; and

(b) ends —

(i) if a new payment in lieu of parking plan comes into effect for the area in which the development is located within the period of 2 years commencing on cessation day — when the new plan comes into effect; or

(ii) otherwise — at the end of the 2-year period commencing on cessation day.

(4) If at the end of the 2-year period commencing on cessation day there is still no payment in lieu of parking plan in effect for the area in which the development is located, the local government must repay to

the relevant payer any of the following that has not been applied or repaid under clause 77I before the end of that period —

(a) money paid as referred to in subclause (1)(a);

(b) interest earned from the investment of that money.

(5) Clause 77I(6) and (7) apply with any necessary changes to a requirement to repay money under subclause (4) as if it were a requirement under clause 77I(5).

[Clause 77O inserted: SL 2020/252 r. 80.]

Division 3 — Shared parking arrangements

[Heading inserted: SL 2020/252 r. 80.]

77P. When shared parking arrangement condition may be imposed

The local government must not impose a shared parking arrangement condition on an approval of development under clause 68(2)(b) otherwise than in accordance with clause 77Q.

[Clause 77P inserted: SL 2020/252 r. 80.]

77Q. Shared parking arrangement condition

(1) If the local government grants approval for development that does not comply with an applicable minimum on-site parking requirement, the local government may under clause 68(2)(b) impose a condition requiring the following —

(a) that the owner of the land on which the development is to be located must enter into an arrangement (the ***shared parking arrangement***) with an owner of other land (the ***shared site***) —

(i) that provides for a number of car parking spaces equivalent to the parking space shortfall for the development to be made available on the shared site for the purposes of the development; and

(ii) that meets any other requirements specified by the local government;

(b) that the owner must apply to the local government for approval of the shared parking arrangement under this clause;

(c) that the development must not commence unless the local government has approved the shared parking arrangement under this clause;

(d) that a shared parking arrangement approved by the local government must not be terminated or varied without the approval of the local government.

(2) The local government must not impose a condition under subclause (1) unless the local government is satisfied that the owner of the shared site is prepared to enter into a shared parking arrangement that meets the requirements of the condition.

(3) Without limiting subclause (1)(a)(ii), the requirements specified under that subclause may include requirements relating to the form and content of the arrangement.

(4) An application for approval of a shared parking arrangement referred to in subclause (1)(b) must include the following —

(a) a copy of the shared parking arrangement;

(b) information about the matters referred to in subclause (6);

(c) a draft plan for the management of parking in relation to the development;

(d) any other information required by a relevant local planning policy.

(5) If an application is made in accordance with subclause (4), the local government may approve or refuse to approve the shared parking arrangement.

(6) In determining whether to approve the shared parking arrangement under subclause (5), the local government —

(a) may have regard to any relevant matters, including —

(i) whether the peak operation hours of the development will overlap with those of the shared site; and

(ii) whether the use of the car parking spaces to be made available on the shared site will impede the use of delivery or service areas on the shared site; and

(iii) any relevant local planning policy;

and

(b) must not approve the shared parking arrangement unless the local government is satisfied that —

(i) adequate car parking is likely to be available at all times for both the proposed development and the shared site; and

(ii) the relationship between the proposed development and the shared site will be such that the shared car parking spaces are likely to be used by persons using the proposed development.

[Clause 77Q inserted: SL 2020/252 r. 80.]

Part 10A — Bushfire risk management

[Heading inserted: Gazette 7 Dec 2015 p. 4884.]

78A. Terms used

In this Part, unless the contrary intention appears —

AS 3959 means Australian Standard AS 3959 — Construction of buildings in bushfire-prone areas, as adopted from time to time as a referenced document for the purposes of the Building Code;

BAL contour map, in relation to a development site, means a scale map of an area that includes the development site —

(a) prepared in accordance with State planning policy 3.7: Planning in Bushfire Prone Areas as part of a plan of subdivision that has been approved under Part 10 of the Act for the area; and

(b) that shows the indicative bushfire attack levels (BAL) for the area;

bushfire attack level assessment means an assessment prepared in a manner and form set out in AS 3959 to determine a bushfire attack level (BAL) as set out in AS 3959;

construction of a building includes the erection, assembly or placement of a building but does not include the renovation, alteration, extension, improvement or repair of a building;

development approval means development approval of the local government obtained under Part 8;

development site means that part of a lot on which a building that is the subject of development stands or is to be constructed;

habitable building means a permanent or temporary structure on land that —

(a) is fully or partially enclosed; and

(b) has at least one wall of solid material and a roof of solid material; and

(c) is used for a purpose that involves the use of the interior of the structure by people for living, working, studying or being entertained;

specified building means a structure of a kind specified in this Scheme as a kind of structure to which this Part applies in addition to its application to habitable buildings.

[Clause 78A inserted: Gazette 7 Dec 2015 p. 4884-5.]

78B. Application of Part to development

(1) This Part applies to development that is —

(a) the construction or use, or construction and use, of a single house or ancillary dwelling on a lot or lots with a total area of 1 100 m^2 or more; or

(b) the construction or use, or construction and use, of —

(i) a habitable building other than a single house or ancillary dwelling; or

(ii) a specified building.

(1A) Despite subclause (1), this Part does not apply to development that is the use of a dwelling as —

(a) hosted short-term rental accommodation; or

(b) unhosted short-term rental accommodation.

(2) The requirements in this Part are in addition to any provisions relating to development in a bushfire prone area that apply in a special control area.

[Clause 78B inserted: Gazette 7 Dec 2015 p. 4886; amended: SL 2024/194 r. 8.]

78C. Determining whether development site is in a bushfire prone area

For the purposes of this Part, a development site is subject, or likely to be subject, to bushfires and is referred to as being ***in a bushfire prone area*** if the development site is on land designated by an order made under the *Fire and Emergency Services Act 1998* section 18P as a bush fire prone area.

[Clause 78C inserted: Gazette 7 Dec 2015 p. 4886.]

78D. Proposed development in a bushfire prone area

(1) Unless subclause (2) applies, before commencing any development on a development site a person (the ***developer***) must cause to be prepared a bushfire attack level assessment for the development site if the development site —

(a) is in a bushfire prone area; and

(b) has been in a bushfire prone area for a period of at least 4 months.

(2) A developer is not required under subclause (1) to cause to be prepared a bushfire attack level assessment for a development site if —

(a) a BAL contour map has been prepared in relation to the development site; or

(b) because of the terrain of the development site it is not possible to calculate the bushfire attack level of the development site.

(3) The developer must have development approval to commence any development on the development site if —

(a) the bushfire attack level assessment prepared under subclause (1) calculates the bushfire attack level of the development site as BAL - 40 or BAL - Flame Zone; or

(b) a bushfire attack level assessment has not been prepared under subclause (1) but a BAL contour map prepared in relation to the development site indicates that the bushfire attack level of the development site is BAL - 40 or BAL - Flame Zone; or

(c) because of the terrain of the development site it is not possible to calculate the bushfire attack level of the development site.

(4) Subclause (3) applies —

(a) in addition to any requirement in this Scheme for development approval to be obtained; and

(b) despite any exemption in this Scheme from the requirement to obtain development approval.

[Clause 78D inserted: Gazette 7 Dec 2015 p. 4886-7.]

78E. Matters to be considered for development approval

(1) In considering an application for development approval for development to which this Part applies, the local government is to have regard to the bushfire resistant construction requirements of the Building Code.

(2) The matters referred to in subclause (1) are in addition to any other matters that the local government is to have regard to in considering the application in accordance with this Scheme.

[Clause 78E inserted: Gazette 7 Dec 2015 p. 4887-8.]

78F. Transitional provisions for sites in new bushfire prone areas

(1) In this clause, each of these terms has the meaning given in the *Building Act 2011* section 3 —

building permit

building work

(2) In this clause —

application means an application under the *Building Act 2011* for a building permit;

transitional permit means a building permit granted in respect of an application to do building work on a development site if —

(a) the site was not in a bushfire prone area when the application was made; or

(b) the site had been in a bushfire prone area for a period of less than 4 months when the application was made.

(3) Clause 78D does not apply to the commencement of development to which a transitional permit applies.

[Clause 78F inserted: Gazette 7 Dec 2015 p. 4888.]

78G. Transitional provisions relating to *Planning and Development (Local Planning Schemes) Amendment Regulations 2015*

(1) In this clause —

commencement day means the day on which the *Planning and Development (Local Planning Schemes) Amendment Regulations 2015* clause 5 comes into operation;

previous bushfire provisions means any provisions in this Scheme that, immediately before commencement day, required a developer in an area that was identified under this Scheme as being an area that is subject, or likely to be subject to bushfires to —

(a) cause to be prepared a bushfire attack level assessment for a development site; or

(b) to have development approval to commence development on a development site because —

(i) a bushfire attack level assessment prepared for the development site calculates the bushfire attack level of the development site as BAL - 40 or BAL - Flame Zone; or

(ii) it is not possible to calculate the bushfire attack level of the development site because of the terrain of the development site;

transitional development site means a development site that is located in an area that —

(a) is a bushfire prone area; and

(b) immediately before commencement day was an area identified in any way under this Scheme as being an area that is subject, or likely to be subject, to bushfires;

transition period means the period of 4 months beginning on commencement day.

(2) Clause 78D(1) applies in respect of development on a transitional development site if —

(a) the development is commenced within the transition period; and

(b) a developer would have been required under the previous bushfire provisions to prepare a bushfire attack level assessment for the development site.

(3) Clause 78D(3) applies in respect of development on a transitional development site if —

(a) the development is commenced within the transition period; and

(b) a developer would have been required under the previous bushfire provisions to have development approval to commence the development.

(4) For the purposes of paragraph (b) of the definition of ***transitional permit*** in clause 78F(2), an area that immediately before commencement day was identified in any way under this Scheme as being an area that is subject, or likely to be subject, to bushfires is to be taken on and from commencement day to have been in a bushfire prone area for a period of at least 4 months.

[Clause 78G inserted: Gazette 7 Dec 2015 p. 4888-90.]

Part 10B — Exemptions from planning requirements for state of emergency

[Heading inserted: SL 2020/30 r. 5; amended: SL 2022/178 r. 4 and 7.]

78H. Minister may issue notice of exemption from planning requirements in state of emergency

(1) If a state of emergency declaration is in force under the *Emergency Management Act 2005* Part 5 in relation to the whole or any area or areas of the State, the Minister may, by notice in writing, issue 1 or more exemptions from planning requirements under this Scheme.

(2) A notice under subclause (1) can be issued only if the Minister considers that it is necessary to do so for the purpose of facilitating

response to, or recovery from, the emergency to which the state of emergency declaration relates.

(3) A reference in subclause (1) to a planning requirement —

(a) includes, without limiting that subclause —

(i) a requirement to obtain development approval; and

(ii) a requirement under a condition of development approval; and

(iii) a requirement relating to the permissibility of uses of land; and

(iv) a requirement relating to works; and

(v) a provision having the effect that a non-conforming use of land is no longer permitted because of a discontinuance of that non-conforming use; and

(vi) a requirement in relation to consultation, advertisement, applications, time limits or forms;

but

(b) does not include an environmental condition that applies to this Scheme as a result of an assessment carried out under the *Environmental Protection Act 1986*.

(4) A notice under subclause (1) may be issued whether or not the state of emergency declaration applies in relation to any part of the Scheme area, but only if it is necessary for the purpose referred to in subclause (2).

(5) An exemption in a notice under subclause (1) may —

(a) apply generally or to land, or classes of land, specified in the notice; and

(b) be unconditional or subject to any conditions specified in the notice.

(6) The Minister —

(a) may, by notice in writing, amend a notice under subclause (1) for the purpose referred to in subclause (2); and

(b) may, by notice in writing, revoke a notice under subclause (1); and

(c) must under paragraph (b) revoke a notice under subclause (1) if the Minister considers that the notice is no longer necessary for the purpose referred to in subclause (2).

[Clause 78H inserted: SL 2020/30 r. 5; amended: SL 2022/178 r. 5 and 8.]

78I. Process for issuing notice under cl. 78H

(1) A notice under clause 78H(1) or (6) must be signed by the Minister and published in the *Gazette*.

(2) A notice under clause 78H(1) or (6) of this Scheme may be combined in a single instrument with 1 or more other notices of that kind issued under 1 or more other local planning schemes or all other local planning schemes.

(3) Before issuing a notice under clause 78H(1) or (6), the Minister must, unless the Minister considers that it is impracticable to do so because of the urgency of the circumstances, make reasonable endeavours to consult in relation to the notice —

(a) the Commission; and

(b) WALGA.

(4) The Minister must ensure that a copy of the notice is sent to the local government or WALGA.

(5) A failure to comply with subclause (3) or (4) in relation to a notice does not invalidate the notice.

[Clause 78I inserted: SL 2020/30 r. 5.]

78J. Coming into effect and cessation of notices and exemptions under cl. 78H

(1) A notice under clause 78H(1) or (6) must state the date and time at which it is signed.

(2) A notice under clause 78H(1) must also state, for each exemption under the notice, that the exemption is to expire —

(a) when the state of emergency declaration ceases to be in force; or

(b) at a date and time stated in the notice, which must not be later than the end of the period of 5 years beginning on the day on which the notice is signed.

(3) A notice under clause 78H(1) or (6) takes effect when it is signed.

(4) An exemption under a notice under clause 78H(1) remains in effect, subject to any amendment or revocation of the notice under clause 78H(6), until the time of expiry stated under subclause (2) for that exemption.

(5) When an exemption under a notice under clause 78H(1) is amended or ceases to be in effect, the provisions of this Scheme in relation to non-conforming uses of land do not apply in relation to any use or development of land that was permitted only because of the effect of the exemption prior to the amendment or cessation.

[Clause 78J inserted: SL 2020/30 r. 5; amended: SL 2022/178 r. 6 and 9.]

Part 10 — Enforcement and administration

Division 1 — Powers of local government

78. Powers of local government

(1) For the purposes of implementing this Scheme the local government may —

(a) enter into an agreement in respect of a matter relating to this Scheme with any owner, occupier or other person having an interest in land affected by this Scheme; and

(b) deal with or dispose of any land in the Scheme area which it has acquired in accordance with the *Planning and Development Act 2005* Part 11 Division 4.

(2) The local government may only deal with or dispose of land acquired by the local government for the purpose of a local reserve for a use of the land that is compatible with the purpose for which it is reserved.

79. Entry and inspection powers

(1) The local government CEO may, by instrument in writing, designate an officer of the local government as an authorised officer for the purposes of this clause.

(2) An authorised officer may, for the purpose of monitoring whether the local planning scheme is being complied with, at any reasonable time and with any assistance reasonably required —

(a) enter any building or land in the Scheme area; and

(b) inspect the building or land and any thing in or on the building or land.

80. Repair of existing advertisements

(1) The local government may require the owner of an advertisement located in the Scheme area to repair the advertisement if, in the opinion of the local government, the advertisement has deteriorated to a point where it is in conflict with the aims of this Scheme.

(2) A requirement referred to in subclause (1) must —

(a) be in the form of a written notice given to the person; and

(b) specify the advertisement the subject of the requirement; and

(c) set out clear reasons for the requirement; and

(d) set out full details of the action or alternative courses of action to be taken by the person; and

(e) specify the period, not being a period of less than 60 days from the day on which the notice is given to the person, within which the requirement must be complied with.

(3) If the local government does not know who the owner of an advertisement is, the local government may give a notice referred to in subclause (1) to the owner of the land on which the advertisement is located and direct the owner of the land to give the notice to the owner of the advertisement within a period specified by the local government.

(4) If an owner of land on which an advertisement is located does not give to the owner of the advertisement a notice as directed under

subclause (3), the owner of the land is to be taken to be the owner of the advertisement.

(5) A person to whom a notice under this clause is given may apply for a review of the requirement to the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14.

Division 2 — Delegations

81. Terms used

In this Division —

absolute majority has the meaning given in the *Local Government Act 1995* section 1.4;

committee means a committee established under the *Local Government Act 1995* section 5.8.

82. Delegations by local government

(1) The local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.

(2) A resolution referred to in subclause (1) must be by absolute majority of the council of the local government.

(3) The delegation must be in writing and may be general or as otherwise provided in the instrument of delegation.

83. Local government CEO may delegate powers

(1) The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.

(2) A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) Subject to any conditions imposed by the local government on its delegation to the local government CEO under clause 82, this clause

extends to a power or duty the exercise or discharge of which has been delegated by the local government to the CEO under that clause.

84. Other matters relevant to delegations under this Division

The *Local Government Act 1995* sections 5.45 and 5.46 apply to a delegation made under this Division as if the delegation were a delegation under Part 5 Division 4 of that Act.

Division 2A — Performance of development approval functions in relation to single houses

[Heading inserted: SL 2024/68 r. 4.]

84A. Terms used

In this Division —

authorised employee means an employee of the local government authorised by the local government CEO under clause 84D;

prescribed development approval function means any of the following —

(a) a function of the local government under clause 61A(2) or (4) or Part 8 or 9;

(b) a function of approving further details of any works or use under a condition of a kind referred to in clause 74(1) imposed on a development approval;

(c) a function of the local government under this Scheme that is ancillary or incidental to a function referred to in paragraph (a) or (b);

prescribed single house development has the meaning given in clause 84B.

[Clause 84A inserted: SL 2024/68 r. 4.]

84B. Prescribed single house development

(1) In this Division, ***prescribed single house development*** means development that consists of —

(a) the erection of, or alterations or additions to, a single house; or

(b) the erection or installation of, or alterations or additions to, any of the following that is ancillary or incidental to a single house —

(i) an ancillary dwelling;

(ii) an outbuilding;

(iii) an external fixture;

(iv) a boundary wall or fence;

(v) a patio;

(vi) a pergola;

(vii) a verandah;

(viii) a deck;

(ix) a garage;

(x) a carport.

(2) Despite subclause (1), development in a heritage-protected place is not ***prescribed single house development***.

[Clause 84B inserted: SL 2024/68 r. 4.]

84C. Performance of prescribed development approval functions in relation to prescribed single house development

(1) When a prescribed development approval function is performed in relation to prescribed single house development, the function must be performed for and on behalf of the local government by —

(a) the local government CEO; or

(b) an authorised employee.

(2) A prescribed development approval function cannot be performed by the local government in relation to prescribed single house development otherwise than in accordance with subclause (1) (for example, the function cannot be performed by the council of the local government or a committee of that council).

(3) In performing a prescribed development approval function for and on behalf of the local government in relation to prescribed single house development, the local government CEO or an authorised employee —

(a) is not subject to the direction of the council of the local government or a committee of that council; and

(b) may, if the performance of the function is dependent on the opinion, belief or state of mind of the local government, perform the function on the opinion, belief or state of mind of the CEO or authorised employee (as the case requires).

[Clause 84C inserted: SL 2024/68 r. 4.]

84D. Authorisation of employees

(1) The local government CEO may authorise any employee of the local government to perform prescribed development approval functions for and on behalf of the local government in relation to prescribed single house development.

(2) An authorisation under this clause must be in writing and may be general or limited to prescribed development approval functions of a specified class.

[Clause 84D inserted: SL 2024/68 r. 4.]

Division 3 — Miscellaneous

85. Agreement to use of material provided for Scheme purposes

The local government may refuse to accept an application made under this Scheme if the local government is not satisfied that there is in place an agreement for the local government to use any copyrighted material provided in support of the application —

(a) for the purposes of advertising the application or implementing a decision on the application; and

(b) for zero remuneration.

Part 11 — Forms referred to in this Scheme

86. Forms referred to in this Scheme

(1) The form of an application for development approval referred to in clause 62(1)(a) is as follows —

Application for development approval

Owner details		
Name:		
ABN (if applicable):		
Address: .... Postcode:		
Phone: Work: ..... Home: ..... Mobile:	Fax:	Email: .....
Contact person for correspondence:		
Signature:		Date:
Signature:		Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).		

Applicant details (if different from owner)
Name:
Address: .... Postcode: .....

Phone: Work: ..... Home: ..... Mobile:	Fax:	Email: .....
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. ❑ Yes ❑ No		
Signature:		Date:

Property details		
Lot No:	House/Street No:	Location No:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name:	Suburb:	
Nearest street intersection:		

Proposed development	
Nature of development:	❑ Works ❑ Use ❑ Works and use
Is an exemption from development claimed for part of the development? ❑ Yes ❑ No If yes, is the exemption for:	❑ Works ❑ Use
Description of proposed works and/or land use:	

Description of exemption claimed (if relevant):
Nature of any existing buildings and/or land use:
Approximate cost of proposed development:
Estimated time of completion:

OFFICE USE ONLY
Acceptance Officer's initials: Date received:
Local government reference No:

(The content of the form of application must conform with this form but minor variations may be permitted to the format.)

(2) The form for providing additional information for development approval for advertisements referred to in clause 62(3) is as follows —

Additional information for development approval for advertisements

Note: To be completed in addition to the Application for development approval form.

1. Description of property on which advertisement is to be displayed including full details of its proposed position within that property: ....
2. Details of proposed sign: (a) Type of structure on which advertisement is to be erected (i.e. freestanding, wall mounted, other): ..... (b) Height: ..... Width: ..... Depth: ..... (c) Colours to be used: ..... (d) Height above ground level —

to top of advertisement: .....

to underside: .....

(e) Materials to be used:

.....

.....

Illuminated: Yes / No

If yes, state whether steady, moving, flashing, alternating, digital, animated or scintillating and state intensity of light source:

.....

.....

3. Period of time for which advertisement is required:
.....

4. Details of signs (if any) to be removed if this application is approved:

.....

.....

.....

Note: This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed as detailed in 4 above.

Signature of advertiser(s): .....

(if different from land owners) .....

Date: .....

(3) The form of a notice of public advertisement of a planning proposal referred to in clause 64(3)(a)(i) or (c) or (4)(a)(i) or (c) is as follows —

Planning and Development Act 2005

City/Town/Shire of .....

Notice of public advertisement of planning proposal

The local government has received an application to use and/or develop land for the following purpose and public comments are invited.

Lot No: Street: Suburb:

Proposal: .....

.....

.....

Details of the proposal are available to the public at ..... Submissions may be made on the proposal in the period ending on the ..... day of ..... Comments on the proposal may be submitted to the local government in writing on or before that day.

Signed: Dated:

....

for and on behalf of the City/Town/Shire of: .....

(4) The form of a notice of determination on an application for development approval referred to in clause 70 is as follows —

Planning and Development Act 2005

City/Town/Shire of .....

Notice of determination on application for development approval

Location:

Lot: Plan/Diagram:

Vol. No: Folio No:

Application date: Received on:

Description of proposed development: .....

.....

The application for development approval is:

❒ Approved subject to the following conditions

❒ Refused for the following reason(s)

Conditions/reasons for refusal:

.....

.....

.....

Date of determination: .....

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Signed: Dated:

....

for and on behalf of the City/Town/Shire of: .....

(The content of the determination notice must conform to this form but minor variations may be permitted to the format.)

[Clause 86 amended: SL 2020/252 r. 78.]

Part 12 — Miscellaneous

[Heading inserted: SL 2020/252 r. 79.]

87. Requirements for making documents available to public

(1) This clause applies if under a provision of this Scheme the local government is required to publish in accordance with this clause a notice, plan, application or other document (the ***document***).

(2) The local government must make the document available in accordance with the applicable requirements of subclauses (3) to (5).

Note for this subclause:

Under clause 88, the Commission may approve varied requirements that apply if it is not practicable for the local government to publish documents in accordance with subclauses (3) to (5).

(3) For all documents, the local government must —

(a) publish on the website of the local government —

(i) the document; or

(ii) a hyperlink to a webpage on which the document is published;

and

(b) if it is reasonably practicable to do so — make a copy of the document available for public inspection at a place in the district of the local government during normal business hours.

(4) If the document is a notice and the local government considers that it is appropriate in the circumstances for the notice to be published in a newspaper, the local government must also ensure that the notice is published in a newspaper circulating in the relevant locality in the local government district.

(5) The local government must ensure that the document remains published under subclause (3)(a) and (if applicable) available for public inspection under subclause (3)(b) —

(a) if the document is published in compliance with a requirement that is expressed to be an ongoing publication requirement — at all times that the document is in effect; or

(b) if the document is published in compliance with a requirement to advertise for submissions under this Scheme — during the whole of the period within which submissions may be made; or

(c) if paragraphs (a) and (b) do not apply — during a period that the local government considers is reasonable.

[Clause 87 inserted: SL 2020/252 r. 79.]

88. Commission may approve varied requirements for publication of documents and advertising of complex applications

(1) In this clause —

complex application notice and signage requirements means the requirements of clause 64(3)(b) and (c) in relation to advertising complex applications;

document has the meaning given in clause 87(1);

publication requirements means the requirements of clause 87(3) to (5) in relation to making documents available to the public.

(2) If the Commission considers that it is not practicable for the local government to comply with any of the publication requirements in relation to documents that it is or may become required to publish, the Commission may give the local government a written notice approving varied requirements that apply in relation to the local government making documents available to the public.

(3) If a notice under subclause (2) is in effect, the local government is taken to comply with the applicable publication requirements in relation to a document if the local government complies with those requirements as varied by the notice.

(4) If the Commission considers that it is not practicable for the local government to comply with any of the complex application notice and

signage requirements in relation to complex applications it is or may become required to advertise, the Commission may give the local government a written notice approving varied requirements that apply in relation to the local government advertising complex applications.

(5) If a notice under subclause (4) is in effect, a complex application made to the local government is taken to be advertised in compliance with the complex application notice and signage requirements if it is advertised in compliance with those requirements as varied by the notice.

(6) A notice under subclause (2) or (4) —

(a) must state whether it has effect indefinitely or for a period specified in the notice; and

(b) takes effect when it is given to the local government; and

(c) ceases to be in effect —

(i) if the Commission gives the local government a further written notice revoking it; or

(ii) at the end of the period (if any) specified under paragraph (a).

[Clause 88 inserted: SL 2020/252 r. 79.]

Part 13 — Transitional provisions for *Planning Regulations Amendment Regulations 2020*

[Heading inserted: SL 2020/252 r. 79.]

89. Terms used

In this Part —

amended deemed provisions means the deemed provisions of this Scheme set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 as amended by the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2;

commencement day means the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2 comes into operation;

former deemed provisions means the deemed provisions of this Scheme set out in the *Planning and Development (Local Planning*

Schemes) Regulations 2015 Schedule 2 as in force immediately before commencement day.

[Clause 89 inserted: SL 2020/252 r. 79.]

90. Application of amendments made by *Planning Regulations Amendment Regulations 2020*

(1) The amendments to Part 7 made by the *Planning Regulations Amendment Regulations 2020* do not apply in relation to development —

(a) that commenced before commencement day; or

(b) for which development approval was granted before commencement day.

(2) The amendments to Parts 8 and 9 made by the *Planning Regulations Amendment Regulations 2020* do not apply in relation to an application for development approval made before commencement day.

(3) Part 9A does not apply in relation to development approval granted on an application made before the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 3 comes into operation.

[Clause 90 inserted: SL 2020/252 r. 79; amended: SL 2020/252 r. 81.]

91. Advertising processes in progress on commencement day

(1) In this clause —

relevant advertising process —

(a) means any of the following processes —

(i) the advertising of a proposed local planning policy, or amendment to a local planning policy, under clause 4;

(ii) the advertising of the proposed designation of a heritage area, or the proposed amendment or revocation of the designation of a heritage area, under clause 9;

(iii) the advertising of a proposed structure plan, or amendment to a structure plan, under clause 18;

(iv) the advertising of a proposed local development plan, or amendment to a local development plan, under clause 50;

and

(b) includes the giving of notices to persons or public authorities or the erection of signs as part of a process referred to in paragraph (a).

(2) A relevant advertising process that commenced, but was not completed, before commencement day may be completed in accordance with the relevant requirements of the former deemed provisions rather than the amended deemed provisions.

(3) If the relevant advertising process for a policy, designation, plan or amendment (the ***relevant planning instrument***) is completed in accordance with subclause (2) —

(a) the relevant planning instrument is taken to have been advertised in compliance with the relevant requirements of the amended deemed provisions; and

(b) this Scheme applies with any necessary changes to the relevant planning instrument.

[Clause 91 inserted: SL 2020/252 r. 79.]

92. Activity centre plans or structure plans in effect before commencement day

(1) In this clause —

current activity centre plan —

(a) means an activity centre plan under this Scheme for which the approval is in effect immediately before commencement day; and

(b) includes a plan taken to be an activity centre plan under the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 79 that is in effect under this Scheme immediately before commencement day;

current structure plan —

(a) means a structure plan under this Scheme for which the approval is in effect immediately before commencement day; and

(b) includes a plan taken to be a structure plan under the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 79 that is in effect under this Scheme immediately before commencement day.

(2) On and after commencement day, a current activity centre plan —

(a) continues in effect under this Scheme; and

(b) is taken to be a precinct structure plan approved under this Scheme for which the approval has effect; and

(c) may be amended or revoked accordingly.

(3) On and after commencement day, a current structure plan —

(a) continues in effect under this Scheme; and

(b) is taken to be a standard structure plan approved under this Scheme for which the approval has effect; and

(c) may be amended or revoked accordingly.

(4) Clause 28 of the amended deemed provisions applies to a structure plan, whether it is a plan referred to in subclause (2) or (3) or a plan approved under this Scheme on or after commencement day.

[Clause 92 inserted: SL 2020/252 r. 79.]

93. Activity centre plans or amendments in course of preparation on commencement day

(1) In this clause —

preparation and approval process, in relation to an activity centre plan or amendment to an activity centre plan, means the process for preparing or accepting, advertising, reporting on, modifying and approving the plan or amendment set out in Part 5 of the former deemed provisions.

(2) This clause applies to an activity centre plan or amendment to an activity centre plan if —

(a) 1 or more steps in the preparation and approval process for the plan or amendment occurred before commencement day under Part 5 of the former deemed provisions; but

(b) the Commission did not approve or refuse to approve the proposed plan or amendment before commencement day.

(3) If the process of advertising the proposed activity centre plan or amendment under clause 34 of the former deemed provisions commenced but was not completed before commencement day —

(a) that advertising process may be completed in accordance with the requirements of that clause; and

(b) after the advertising process referred to in paragraph (a) is completed —

(i) the proposed plan or amendment is taken to be a proposed precinct structure plan or amendment to a precinct structure plan that has been advertised in compliance with the requirements of clause 18 of the amended deemed provisions; and

(ii) the other steps taken before commencement day in the preparation and approval process for the plan or amendment are taken to have been taken under and in accordance with the equivalent provision of Part 4 of the amended deemed provisions.

(4) If subclause (3) does not apply, on and after commencement day —

(a) the proposed activity centre plan or amendment is taken to be a proposed precinct structure plan or amendment to a precinct structure plan; and

(b) the steps taken before commencement day in the preparation and approval process for the plan or amendment are taken to have been taken under and in accordance with the equivalent provision of Part 4 of the amended deemed provisions.

[Clause 93 inserted: SL 2020/252 r. 79.]

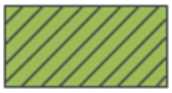
Schedule 3 — Legends used in Scheme

[r. 9(2)(b)]

1. Reserve legends used in local planning scheme maps

Land reserved under a local planning scheme is to be identified on the scheme map using the legend set out in the Table.

Table — Reserve legends used in Scheme

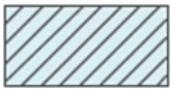
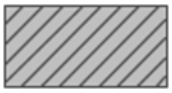
Reserve name	Appearance
Public Open Space	**Mid green hatched** **RGB Colours** FILL: Red: 0 Green: 176 Blue: 80 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm
Environmental Conservation	 **Yellow green hatched** **RGB Colours** FILL: Red: 155 Green: 187 Blue: 89 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm
State Forest	**Mustard yellow hatched** **RGB Colours** FILL: Red: 255 Green: 204 Blue: 01 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm

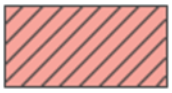
Reserve name	Appearance
Civic and Community	**Orange hatched** **RGB Colours** FILL: Red: 255 Green: 153 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm
Social Care Facilities	**Orange hatched with black label text "SC"** **RGB Colours** FILL: Red: 255 Green: 153 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "SC")
Cultural Facilities	**Orange hatched with black label text "C"** **RGB Colours** FILL: Red: 255 Green: 153 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "C")

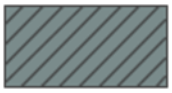
Reserve name	Appearance
Public Purposes	**Yellow hatched** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm
Medical Services	**Yellow hatched with black label text "M"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "M")
Infrastructure Services	**Yellow hatched with black label text "IS"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "IS")

Reserve name	Appearance
Education	**Yellow hatched with black label text "E"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "E")
Emergency Services	**Yellow hatched with black label text "ES"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "ES")
Heritage	**Yellow hatched with black label text "H"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "H")

Reserve name	Appearance
Government Services	**Yellow hatched with black label text "GS"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "GS")
Recreational	**Yellow hatched with black label text "R"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "R")
Cemetery	**Yellow hatched with black label text "CE"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "CE")

Reserve name	Appearance
Car Park	**Yellow hatched with black label text "CP"** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text "CP")
Drainage / Waterway	 **Pale blue hatched** **RGB Colours** FILL: Red: 218 Green: 238 Blue: 243 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm
Railways	 **Grey hatched** **RGB Colours** FILL: Red: 191 Green: 191 Blue: 191 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm

Reserve name	Appearance
Primary Distributor Road	**Red hatched** **RGB Colours** FILL: Red: 255 Green: 0 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm
District Distributor Road	**Blue hatched** **RGB Colours** FILL: Red: 0 Green: 93 Blue: 173 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm
Local Distributor Road	 **Light red hatched** **RGB Colours** FILL: Red: 247 Green: 164 Blue: 155 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm
Local Road	**White** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 255

Reserve name	Appearance
Strategic Infrastructure	 **Dark grey hatched** **RGB Colours** FILL: Red: 122 Green: 139 Blue: 139 Style: Hatch Angle +45.00° Seperation 1.27mm Width. 0.035mm
Special Purpose Reserve	**Blue and white checked** **RGB Colours** FILL: Red: 38 Green: 101 Blue: 137 Style: Crosshatching Angle 1 +45.00° Angle 2 -45.00° Separation 1.27mm Width 0.035mm

2. Zone legends used in local planning scheme maps

Land zoned under a local planning scheme is to be identified on the scheme map using the legend set out in the Table.

Table — Zone legends used in Scheme

Zone name	Appearance
Residential	**Light red brown** **RGB Colours** FILL: Red: 255 Green: 222 Blue: 178

Zone name	Appearance
Urban Development	**Light cream with red brown border** **RGB Colours** FILL: Red: 253 Green: 253 Blue: 217 Border: Red: 247 Green: 150 Blue: 70 Width: 1.5mm Offset: -0.75
Settlement	**Light orange** **RGB Colours** FILL: Red: 255 Green: 170 Blue: 0
Rural	**Light green** **RGB Colours** FILL: Red: 201 Green: 255 Blue: 201
Rural Residential	**Medium brown** **RGB Colours** FILL: Red: 138 Green: 101 Blue: 69
Rural Smallholdings	**Jade green** **RGB Colours** FILL: Red: 0 Green: 168 Blue: 132

Zone name	Appearance
Rural Townsite Zone	**Light green with light blue border** **RGB Colours** FILL: Red: 201 Green: 255 Blue: 201 Border: Red: 0 Green: 176 Blue: 240 Width: 1.5mm Offset: -0.75
Environmental Conservation	**Olive green** **RGB Colours** FILL: Red: 62 Green: 85 Blue: 9
Light Industry	**Light purple** **RGB Colours** FILL: Red: 212 Green: 185 Blue: 218
General Industry	**Deep purple** **RGB Colours** FILL: Red: 188 Green: 140 Blue: 191

Zone name	Appearance
Industrial Development	**Light cream with magenta border** **RGB Colours** FILL: Red: 253 Green: 253 Blue: 217 Border: Red: 158 Green: 36 Blue: 134 Width: 1.5mm Offset: -0.75
Strategic Industry	**Magenta** **RGB Colours** FILL: Red: 158 Green: 36 Blue: 134
Commercial	**Mid blue** **RGB Colours** FILL: Red: 0 Green: 176 Blue: 240
Mixed Use	**Pink** **RGB Colours** FILL: Red: 228 Green: 128 Blue: 171
Service Commercial	**Light blue** **RGB Colours** FILL: Red: 198 Green: 219 Blue: 239

Zone name	Appearance
Centre	**Light cream with light blue border** **RGB Colours** FILL: Red: 253 Green: 253 Blue: 217 Border: Red: 77 Green: 172 Blue: 226 Width: 1.5mm Offset: -0.75
Tourism	**Orange** **RGB Colours** FILL: Red: 255 Green: 110 Blue: 0
Private clubs, institutions and place of worship	**Yellow green** **RGB Colours** FILL: Red: 146 Green: 208 Blue: 80
Special Use Zone	**White with red border** **RGB Colours** FILL: Red: 255 Green: 255 Blue: 255 Border: Red: 255 Green: 0 Blue: 0 Width: 1.5mm Offset: -0.75 BLACK TEXT LABEL FOR SPECIFIC PURPOSE

3. Additional information used in local planning scheme maps

Additional information about land or waters in the scheme area is to be identified on the scheme map using the legend set out in the Table.

Table - Additional information used in local planning scheme maps

Additional information	Appearance
Oceans/Waterways	**Pale blue** **RGB Colours** FILL: Red: 219 Green: 255 Blue: 255
No Zone	**White** **RGB Colours** FILL: Red: 0 Green: 0 Blue: 0
Additional Use	**Transparent with red dashed border with text "A"** **RGB Colours** FILL: NA Border Dash: Red: 255 Green: 0 Blue: 0 Text: Red: 255 Green: 0 Blue: 0

Additional information	Appearance	
Restricted Use		**Transparent with red dashed border with text "R"** **RGB Colours** FILL: NA Border Dash: Red: 255 Green: 0 Blue: 0 Text: Red: 255 Green: 0 Blue: 0
Special Control Area – General		**Inwards triangled border with boxed SCA labelled** (Label related to Scheme Text) **RGB Colours** FILL: NA Border Triangle: Red: 255 Green: 0 Blue: 0 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)

Additional information	Appearance	
Special Control Area - Infrastructure		**Inwards triangled border with boxed SCA labelled** (Label related to Scheme Text) **RGB Colours** FILL: NA Border Triangle: Red: 0 Green: 0 Blue: 0 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)
Special Control Area – Basic Raw Material		**Inwards triangled border with boxed SCA labelled** (Label related to Scheme Text) **RGB Colours** FILL: NA Border Triangle: Red: 115 Green: 76 Blue: 0 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)

Additional information	Appearance	
Special Control Area – Heritage		**Inwards triangled border with boxed SCA labelled** (Label related to Scheme Text) **RGB Colours** FILL: NA Border Triangle: Red: 0 Green: 132 Blue: 168 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)
Special Control Area – Development Control Area/Plan		**Inwards triangled border with boxed SCA labelled** (Label related to Scheme Text) **RGB Colours** FILL: NA Border Triangle: Red: 115 Green: 0 Blue: 176 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)

Additional information	Appearance	
Special Control Area – Environment		**Inwards triangled border with boxed SCA labelled** (Label related to Scheme Text) **RGB Colours** FILL: NA Border Triangle: Red: 0 Green: 168 Blue: 132 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)
Residential Design Code		**Inwards striped border with boxed R-Code labelled** (Label related to Scheme Text) **RGB Colours** FILL: NA Border: Red: 0 Green: 0 Blue: 0 Striped: Width: 2.5 Offset: -1 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)

Notes

This is a compilation of the *Planning and Development (Local Planning Schemes) Regulations 2015* and includes amendments made by other written laws. [1] For provisions that have come into operation see the compilation table.

Compilation table

Citation	Published	Commencement
Planning and Development (Local Planning Schemes) Regulations 2015	25 Aug 2015 p. 3401-595	r. 1 and 2: 25 Aug 2015 (see r. 2(a)); Regulations other than r. 1 and 2: 19 Oct 2015 (see r. 2(b))
Planning and Development (Local Planning Schemes) Amendment Regulations 2015	7 Dec 2015 p. 4883-90	r. 1 and 2: 7 Dec 2015 (see r. 2(a)); r. 3 and 4: 8 Dec 2015 (see r. 2(b)); r. 5: 8 Dec 2015 (see r. 2(c) and *Gazette* 7 Dec 2015 p. 4881)
Planning and Development (Local Planning Schemes) Amendment Regulations 2020	SL 2020/30 3 Apr 2020	r. 1 and 2: 3 Apr 2020 (see r. 2(a)); Regulations other than r. 1 and 2: 4 Apr 2020 (see r. 2(b))
Planning and Development (Local Planning Schemes) Amendment Regulations (No. 2) 2019	31 Dec 2019 p. 4655-6	r. 1 and 2: 31 Dec 2019 (see r. 2(a)); Regulations other than r. 1 and 2: 1 May 2020 (see r. 2(b) and SL 2020/39 cl. 2)
Planning Regulations Amendment Regulations 2020 Pt. 2	SL 2020/252 18 Dec 2020	Pt. 2 (other than Div. 3): 15 Feb 2021 (see r. 2(c)); Pt. 2 Div. 3: 1 Jul 2021 (see r. 2(b))
Planning and Development (Local Planning Schemes) Amendment Regulations 2021	SL 2021/77 18 Jun 2021	r. 1 and 2: 18 Jun 2021 (see r. 2(a)); Regulations other than r. 1 and 2: 30 Jun 2021 (see r. 2(b) and SL 2021/69 cl. 2)
Planning and Development (Local Planning Schemes) Amendment Regulations (No. 3) 2022	SL 2022/178 2 Nov 2022	Pt. 1: 2 Nov 2022 (see r. 2(a)); Pt. 2: 3 Nov 2022 (see r. 2(b) and SL 2022/175 cl. 2); Pt. 3: 3 Nov 2024 (see r. 2(c) and SL 2022/175 cl. 2)

Citation	Published	Commencement
Planning and Development (Local Planning Schemes) Amendment Regulations 2024	SL 2024/25 21 Feb 2024	r. 1 and 2: 21 Feb 2024 (see r. 2(a)); Regulations other than r. 1 and 2: 1 Mar 2024 (see r. 2(b))
Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024	SL 2024/68 1 May 2024	r. 1 and 2: 1 May 2024 (see r. 2(a)); Regulations other than r. 1 and 2: 1 Jul 2024 (see r. 2(b))
Planning and Development (Local Planning Schemes) Amendment (Short-Term Rental Accommodation) Regulations 2024	SL 2024/194 18 Sep 2024	r. 1 and 2: 18 Sep 2024 (see r. 2(a)); Regulations other than r. 1 and 2: 19 Sep 2024 (see r. 2(b))

Other notes

[1] The *Planning and Development (Local Planning Schemes) Amendment Regulations 2016* is of no effect as those amending regulations were made by the Governor. Regulations made under the *Planning and Development Act 2005* Part 15 Division 1 must be made by the Minister. The amendments in the *Planning and Development (Local Planning Schemes) Amendment Regulations 2016* are therefore not included in the compilation of the principal regulations.

Defined terms

[This is a list of terms defined and the provisions where they are defined. The list is not part of the law.]

Defined term	Provision(s)
abattoir	Sch. 1 cl. 38
absolute majority	Sch. 2 cl. 81
Act	Sch. 2 cl. 1
activity centre	Sch. 2 cl. 1
additional site and development requirements	Sch. 1 cl. 34(1)
advertisement	Sch. 2 cl. 1
affected land	74(1)
affected person	Sch. 2 cl. 76(1)
agriculture - extensive	Sch. 1 cl. 38
agriculture - intensive	Sch. 1 cl. 38
amended deemed provisions	Sch. 2 cl. 89
amended regulations	82(1)
amenity	Sch. 2
amusement parlour	Sch. 1 cl. 37(2)
ancillary dwelling	Sch. 2 cl. 1
animal establishment	Sch. 1 cl. 38
animal husbandry - intensive	Sch. 1 cl. 38
applicable minimum on-site parking requirement	Sch. 2 cl. 77A
application	Sch. 2 cl. 78F(2)
art gallery	Sch. 1 cl. 38
AS 3959	Sch. 2 cl. 78A
authorised employee	Sch. 2 cl. 84A
authorised person	3
BAL contour map	Sch. 2 cl. 78A
basic amendment	34
betting agency	Sch. 1 cl. 38
brewery	Sch. 1 cl. 38
Building Code	Sch. 2 cl. 1
building envelope	Sch. 1 cl. 37(1)
building height	Sch. 2 cl. 1
building permit	Sch. 2 cl. 78F(1)
building work	Sch. 2 cl. 78F(1)
built heritage conservation	Sch. 2 cl. 1
bulky goods showroom	Sch. 1 cl. 38
bushfire attack level assessment	Sch. 2 cl. 78A
cabin	Sch. 1 cl. 37(1)
caravan park	Sch. 1 cl. 38
caretaker's dwelling	Sch. 1 cl. 38
car park	Sch. 1 cl. 38

cessation day ..... Sch. 2 cl. 77O(3)
chalet ..... Sch. 1 cl. 37(1)
child care premises ..... Sch. 1 cl. 38
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civic use ..... Sch. 1 cl. 38
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class D use ..... Sch. 2 cl. 1
class P use ..... Sch. 2 cl. 1
class X use ..... Sch. 2 cl. 1
clause ..... 10(3), 10(5)
club premises ..... Sch. 1 cl. 38
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commercial, centre or mixed use zone ..... Sch. 2 cl. 1
commercial vehicle ..... Sch. 1 cl. 36(1)
commercial vehicle parking ..... Sch. 1 cl. 38
committee ..... Sch. 2 cl. 81
community purpose ..... Sch. 1 cl. 38
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complex application notice and signage requirements ..... Sch. 2 cl. 88(1)
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construction ..... Sch. 2 cl. 78A
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container ..... Sch. 2 cl. 1
container collection cage ..... Sch. 2 cl. 1
container deposit recycling centre ..... Sch. 2 cl. 1
container deposit scheme ..... Sch. 2 cl. 1
convenience store ..... Sch. 1 cl. 38
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cultural heritage significance ..... Sch. 2 cl. 1
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current structure plan ..... Sch. 2 cl. 92(1)
deemed provisions ..... 10(3)
deemed-to-comply provision ..... Sch. 2 cl. 1
Department 3
Department of Main Roads ..... Sch. 1 cl. 14(1)
developer ..... Sch. 2 cl. 78D(1)
development approval ..... Sch. 2 cl. 78A
development contribution plan ..... 3, Sch. 2 cl. 1
development site ..... Sch. 2 cl. 78A
document ..... 76A(1), 76B(1), Sch. 2 cl. 87(1) and 88(1)
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former deemed provisions ..... Sch. 2 cl. 89
former plan ..... Sch. 2 cl. 77O(1)
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heritage conservation notice ..... Sch. 2 cl. 13(1)
heritage list ..... Sch. 2 cl. 7
heritage place ..... Sch. 2 cl. 13(1)
heritage-protected place ..... Sch. 2 cl. 1 and 1A(1)
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How To. STRATCO

SHEDS

Stratco have developed a versatile range of garages to suit every situation. Stratco garages give you more space for storage, extra room for a workshop, provide the ideal space for a boat or caravan, and give you the opportunity to entertain all year round. Stratco has a proud history within the steel manufacturing industry, dating back over 75 years. Our commitment to supplying superior products and relentless innovation gives all of our customers the confidence that they are buying from a true industry leader who stand by their products.

DESIGN SUBJECT TO ENGINEERING CONFIRMATION.

PLEASE CHECK THAT ALL ORDER DETAILS ARE CORRECT.
YOUR ORDER IS NOW BEING PROCESSED BASED ON THE FOLLOWING DETAILS.

JOB DETAILS

DESIGN NUMBER: SQ321338
SALES PERSON: Mr Leon Woods

CUSTOMER DETAILS

CLIENT NAME: Rodney Goodall
PHONE NUMBER: 0428626389
ACCOUNT CODE: *PPBUN

DELIVERY DETAILS

DELIVERY INSTRUCTIONS: KOJONUP WA 6395 Unknown

6395

ADDITIONAL INSTRUCTIONS:
TOTAL WEIGHT 1593.530 KG

Dimensions (Outside Frames)

Height 3600mm
Length 12000mm
Width 8500mm

Wall Details

Bottom Sheet Extra 25mm No
Wall Sheet Superdek 0.42 BMT Single Sided

Wall Girts

As per engineering

Portal Frames

As per engineering

Drainage Details

Box Gutter None
Downpipe Type Downpipe 100x50
Gutter Type Edge Gutter 160

Site Details

Wind Speed Region A Cat 3

Roof Details

Roof Pitch 10.0°
Roof Sheet CGI 0.42 BMT Single Sided

Roof Purlins

As per engineering

Gable End Columns

As per engineering

Footing Details

Concrete Slab No
End Column Embedment 1000mm
Footing Type Fixed (In Ground)
Mid Column Embedment 1500mm

Colours

Barge Cap Zinc/Al
Corner Flashing Zinc/Al
Downpipe Zinc/Al
Gutter Zinc/Al
Ridge Cap Zinc/Al
Roof Sheet Zinc/Al
Wall Sheet Zinc/Al

All Dimensions shown are measured from outside of frame (including purlins and girts).
Dimensions shown are for illustrative purposes only and should not be used for assembly.
Please refer to the relevant installation guides or detailed drawings provided for site preparation, portal frame layout and slab dimensions.

I confirm I have read through all shed detail sheets and accept all colours, sheet profiles, dimensions, door opening widths and heights.

CUSTOMER SIGNATURE: **DATE: 26/09/2024**

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Current View

Order Reference	187236	Site Address	KOJONUP WA 6395 Unknown	Design Number	SQ321338	Customer Signature
Sales Person	Mr Leon Woods			Date	26/09/2024	
Client Name	Rodney Goodall					

How To. STRATCO

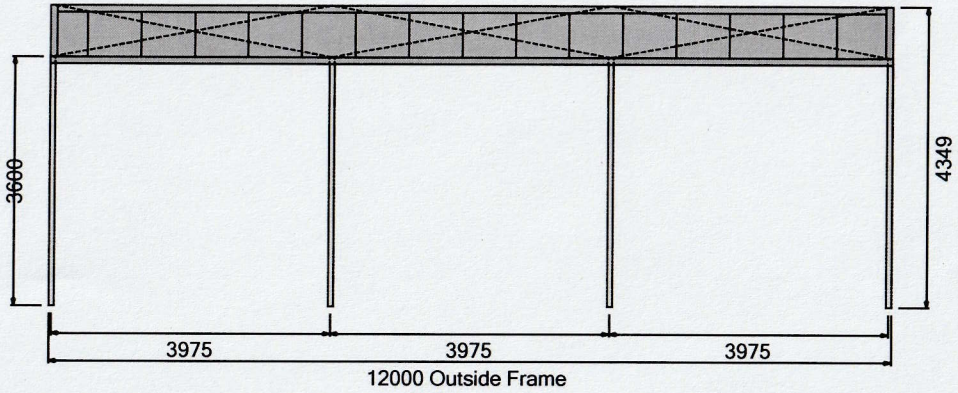
All Dimensions shown are measured from outside of frame (including purlins and girts). Dimensions shown are for illustrative purposes only and should not be used for assembly. Please refer to the relevant installation guides or detailed drawings provided for site preparation, portal frame layout and slab dimensions.

SHEDS

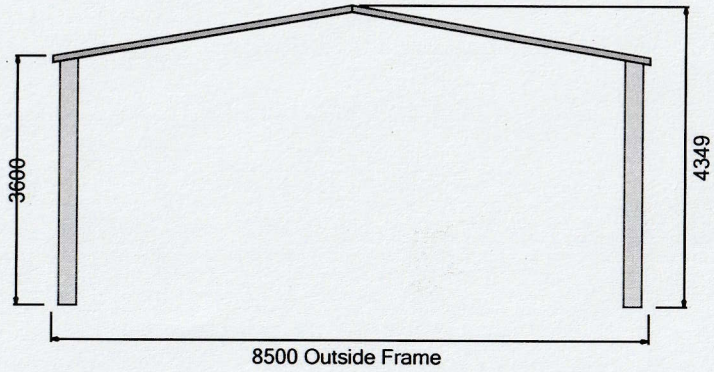
Elevations

Order Reference	187236	Site Address	KOJONUP WA 6395 Unknown	Design Number	SQ321338	Customer Signature
Sales Person	Mr Leon Woods			Date	26/09/2024	
Client Name	Rodney Goodall					

Left Elevation

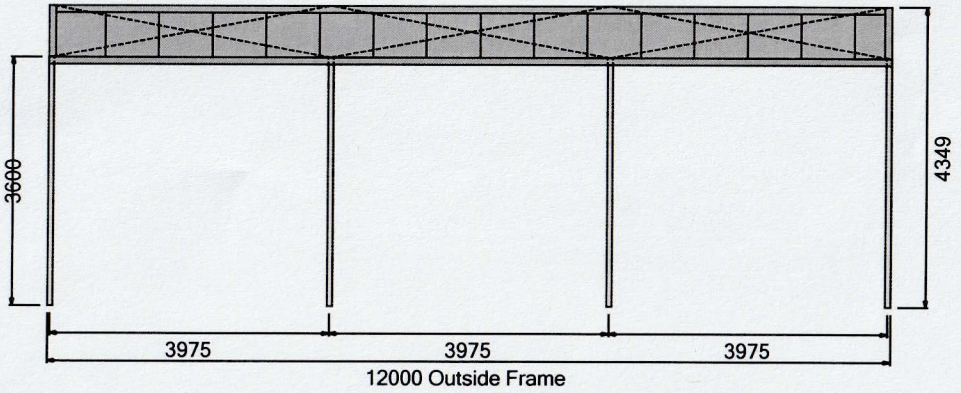


Front External Elevation

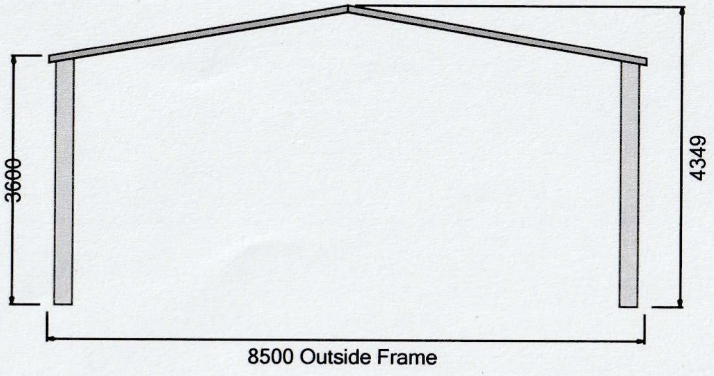


Front

Right Elevation



Rear External Elevation



Rear

How To. STRATCO

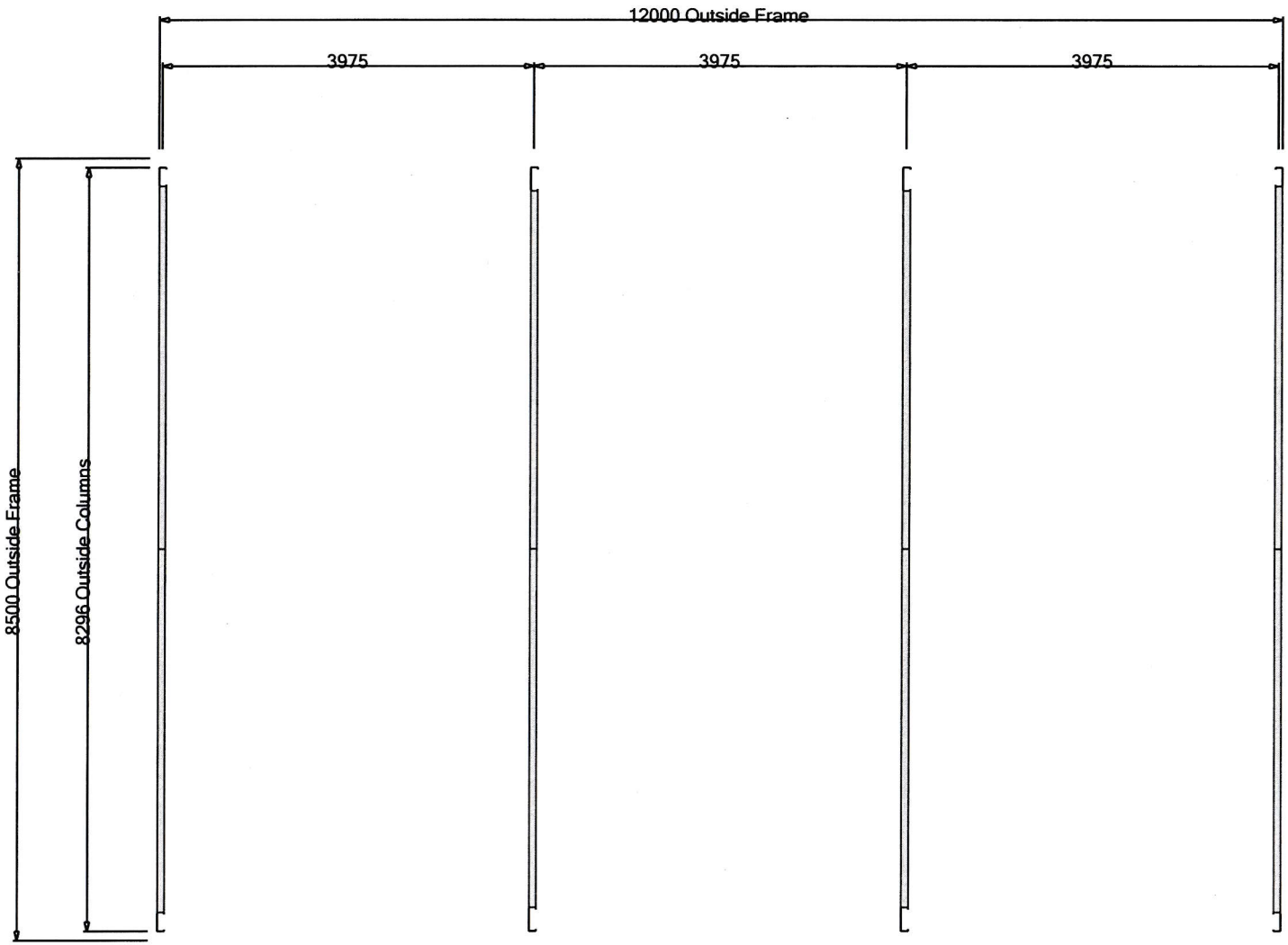
All Dimensions shown are measured from outside of frame (including purlins and girts). Dimensions shown are for illustrative purposes only and should not be used for assembly. Please refer to the relevant installation guides or detailed drawings provided for site preparation, portal frame layout and slab dimensions.

SHEDS

Site Plan

Order Reference	187236	Site Address	KOJONUP WA 6395 Unknown	Design Number	SQ321338	Customer Signature
Sales Person	Mr Leon Woods			Date	26/09/2024	
Client Name	Rodney Goodall					

Front **Rear**



Stratco Strength

SHEDS

Stratco have developed a versatile range of Sheds and Garages to suit every situation. Stratco Sheds give you more space for storage, extra room for a workshop, provide the ideal space for a boat or caravan, and give you the opportunity to entertain all year round.

Warranty

Stratco is proud to support its Shed and Garage range with a comprehensive 25 Year Structural, 10 Year Paint Finish, 10 Year Life Prior to Perforation Warranty. Our warranty gives you peace of mind that when purchasing a Stratco Shed you are buying a quality product supported by one of the largest Steel Manufacturing Companies in Australia.

Structural Integrity

Our entire range of Stratco Sheds and Garages has been independently tested to meet all relevant Australian Building Standards and Building Code of Australia to give you the confidence that a Stratco Shed will stand the test of time.

- AS/NZS 1170.0 - Structural Design Actions - Part 0: General Principles
- AS/NZS 1170.1 - Structural Design Actions - Part 1: Permanent, imposed and other actions
- AS/NZS 1170.2 - Structural Design Actions - Part 2: Wind actions
- AS 4100:1998 - Steel structures
- AS/NZS 4600 - Cold-formed steel structures
- AS 3600 - Concrete structures
- AS 4055 - Wind Loads for Housing
- AS 1562.1 - Design and installation of sheet roof and wall cladding
- N.A.S.H. Standard - Residential and Low-rise Steel Framing - Part 1: Design Criteria

Experience

Stratco has a proud history within the steel manufacturing industry, dating back over 75 years. Our commitment to supplying superior products and relentless innovation gives all of our customers the confidence that they are buying from a true industry leader who stand by their products.

Why buy a Shed from Stratco - STRATCO STRENGTH!!!

WARRANTY | STRUCTURAL INTEGRITY | EXPERIENCE

STRUCTURAL WARRANTY 25 YEAR

PAINT FINISH WARRANTY 10 YEAR

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How To. STRATCO™

Lions Club of Kojonup (Inc)
P.O. Box 150, Kojonup. 6395.
Cathy Ivey (Secretary)
0427 720 043
sec.kojonuplions@outlook.com

Shire of Kojonup;
To whom it may concern,
We are writing to thank you for inviting us to meet with you last week and would like this letter presented to Council at the May meeting.
It is the aim of Kojonup Lions to enhance the Kojonup cemetery facility and install a structure to provide shade and shelter to support those who visit to mourn and honor loved ones.
We see this as an opportunity to offer emotional support for grieving families and friends.
It has long been felt within the community that the cemetery lacks shelter from inclement weather and public facilities. The public facilities are unfortunately at this stage way beyond the capability of the Lions Club however we do believe that a shelter is achievable.
We acknowledge that the facility is Shire owned but also understand that demand on Shire funds are never ending. We remain hopeful that we can work together to enhance the facility.

The Structure;
We propose a 12.5mL x 8.5mW x 3.5m high (to enable access of service vehicles) gable roof metal structure at the main gathering entrance to the cemetery. The height of the structure would not impede the trees that line the entrance.

Plans:
The required plans will be made available to us from the manufacturer upon confirmation of order via a deposit. At this stage we are looking at a Stratco structure.

Funding:
We are in the process of applying for a grant from Flat Rocks Wind Farm Stage 1 Community Fund for $19,750.00 to cover costs. In kind support will also be provided. We have in principle support from Kojonup Rotary Club.
Lions Club of Kojonup donates on average $17000.00 per year with the majority of funds remaining in Kojonup with the balance supporting Lions International projects. Our annual round of distributions will be made at our May meeting. One option that we have is to support local donations and withhold Lions International donations to complete this project.

Kindest Regards
Cathy Ivey

MONTHLY FINANCIAL REPORT

30 JUNE 2025

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SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2025

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 JUNE 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 curently holds no monies in the Trust Fund.

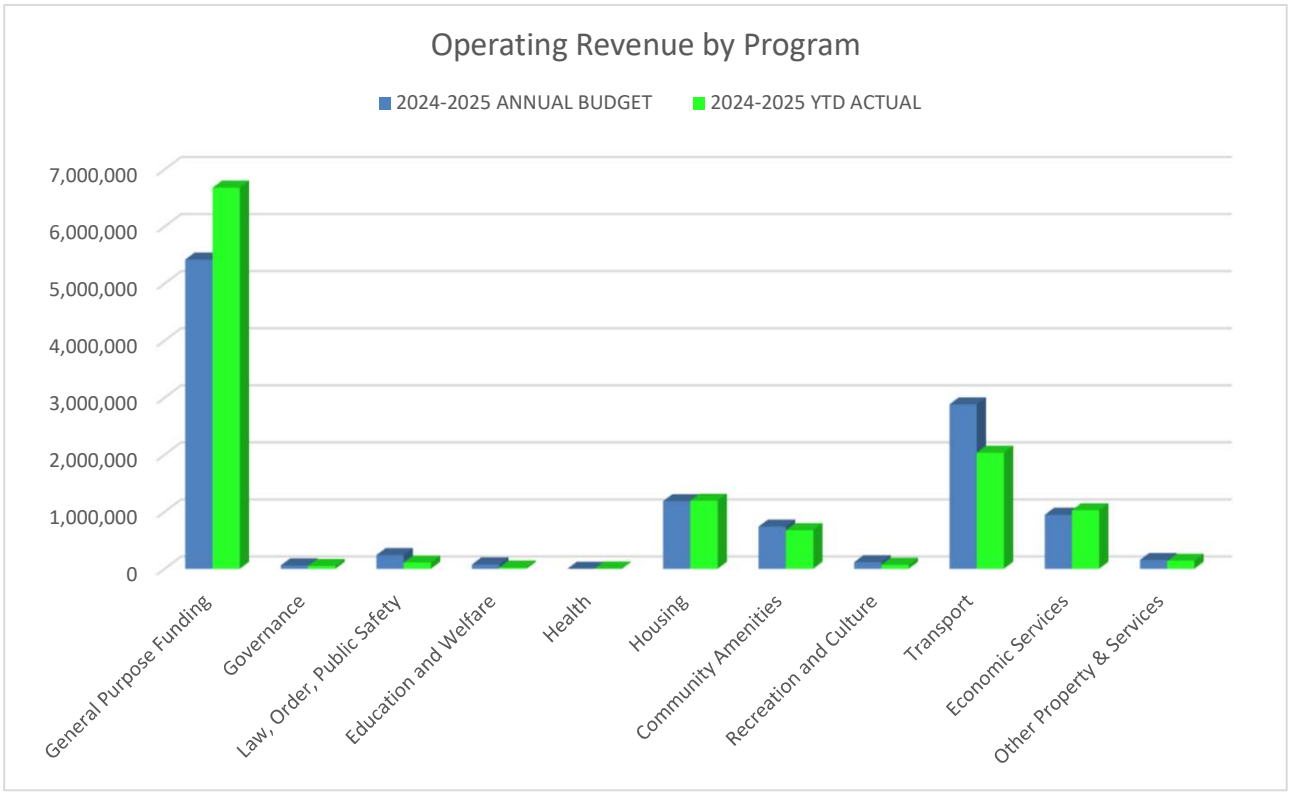
SIGNIFICANT ACCOUNTING POLICES

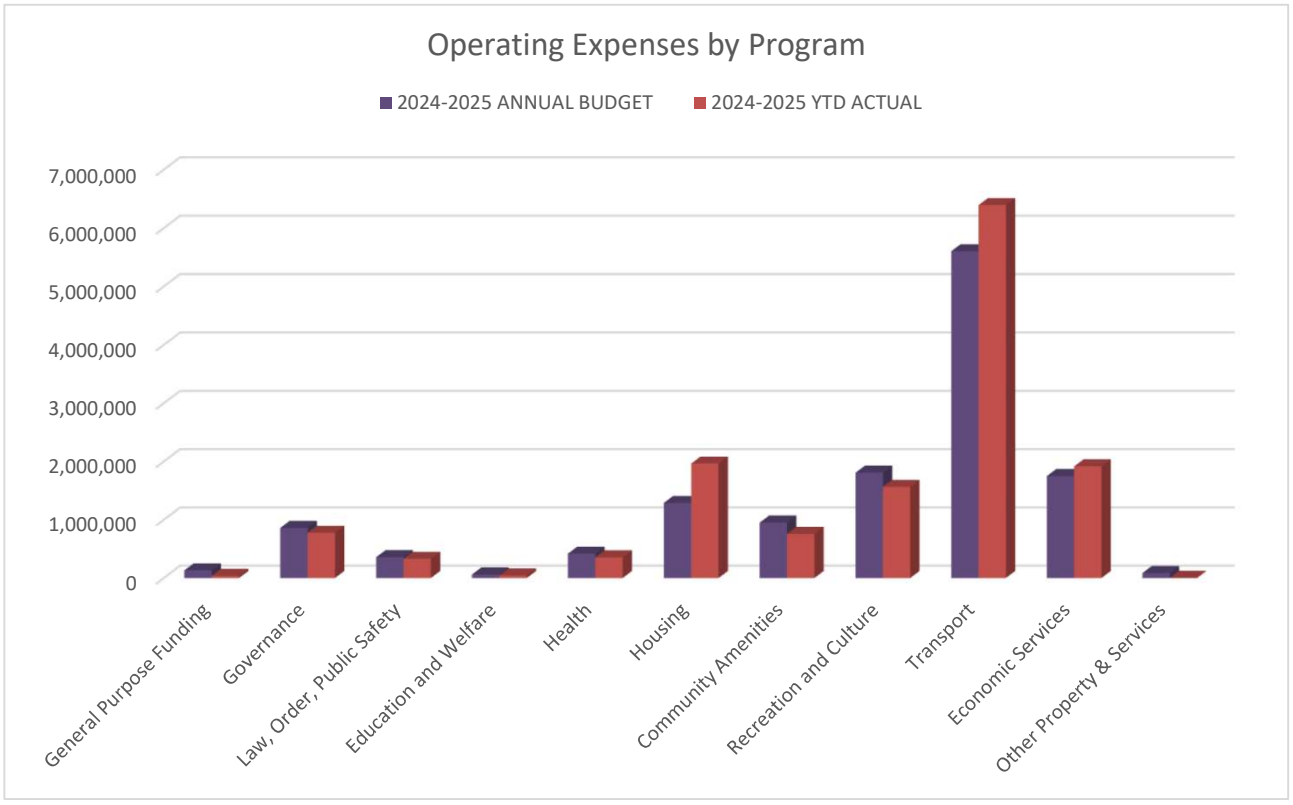
GOODS AND SERVICES TAX
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable 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.

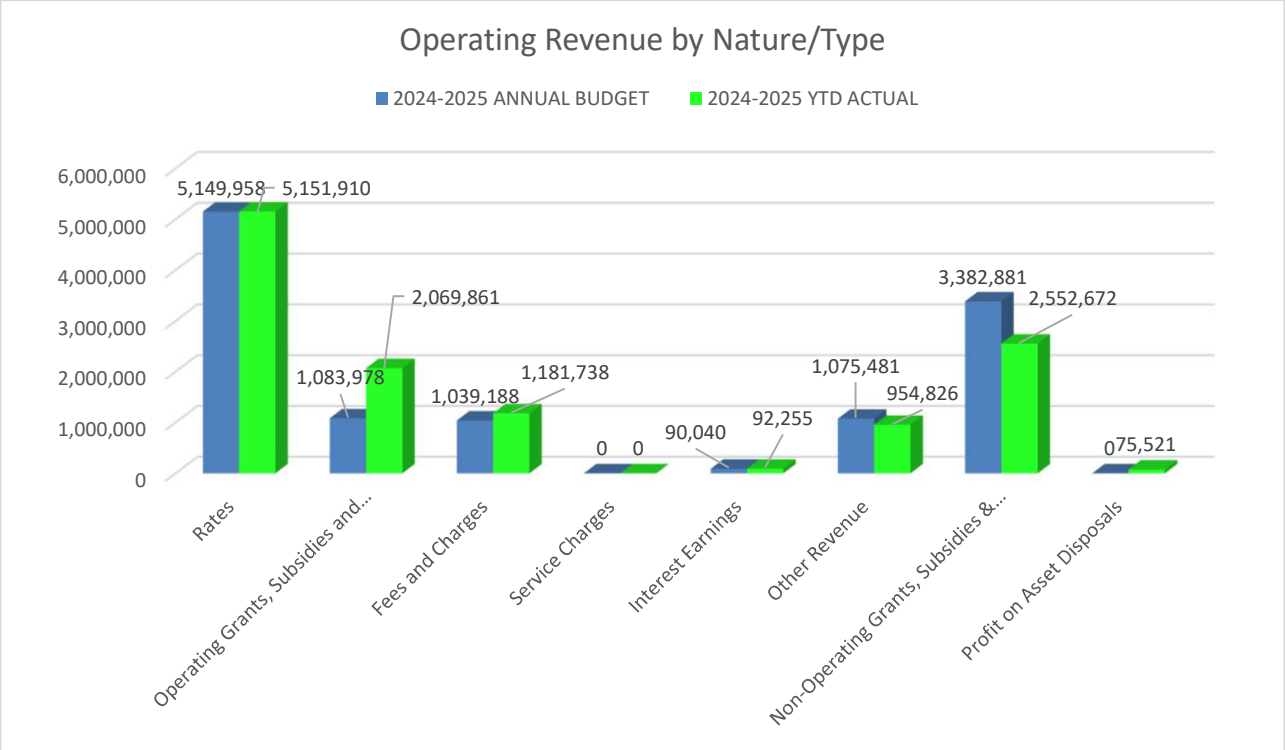
ROUNDING OFF FIGURES
All figures shown in this statement are rounded to the nearest dollar.

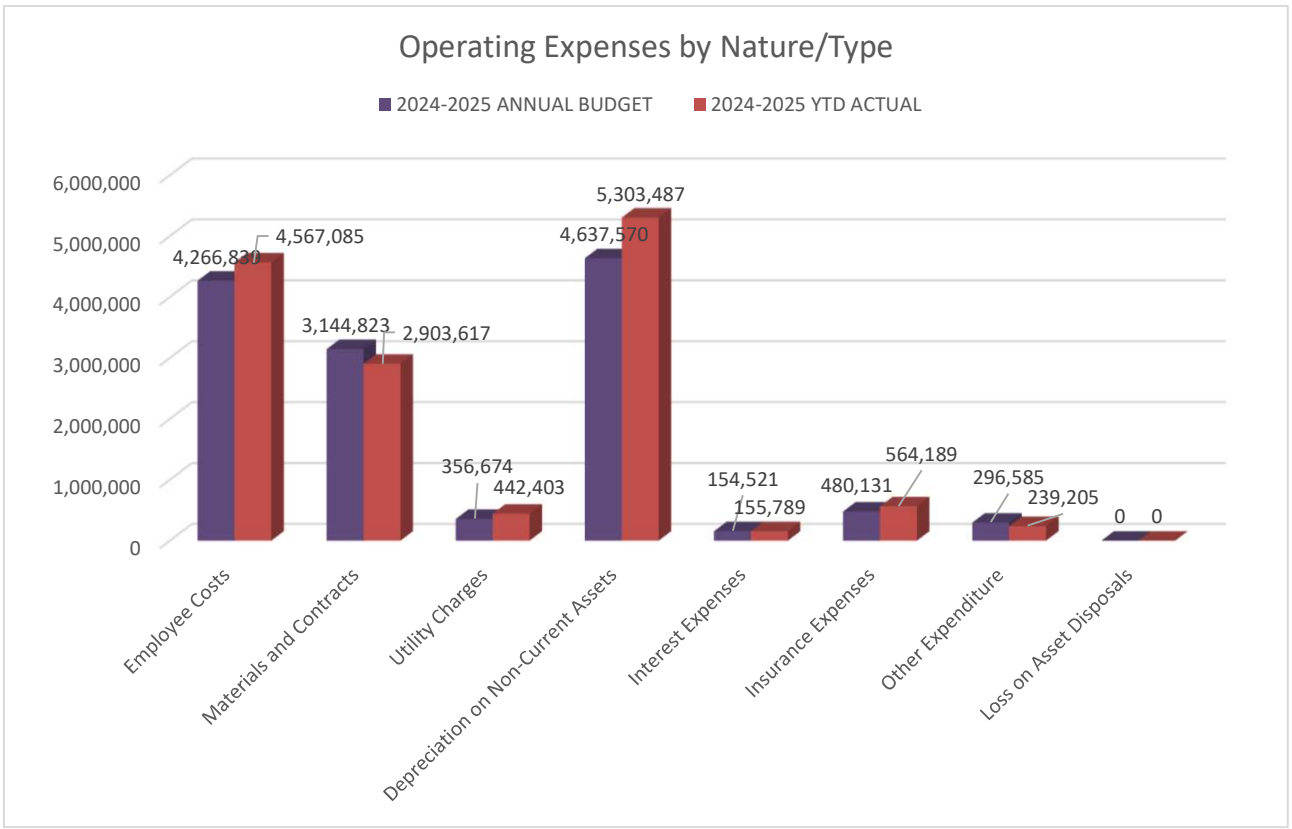
SHIRE OF KOJONUP
EXECUTIVE SUMMARY
FOR THE PERIOD ENDING 30 JUNE 2025



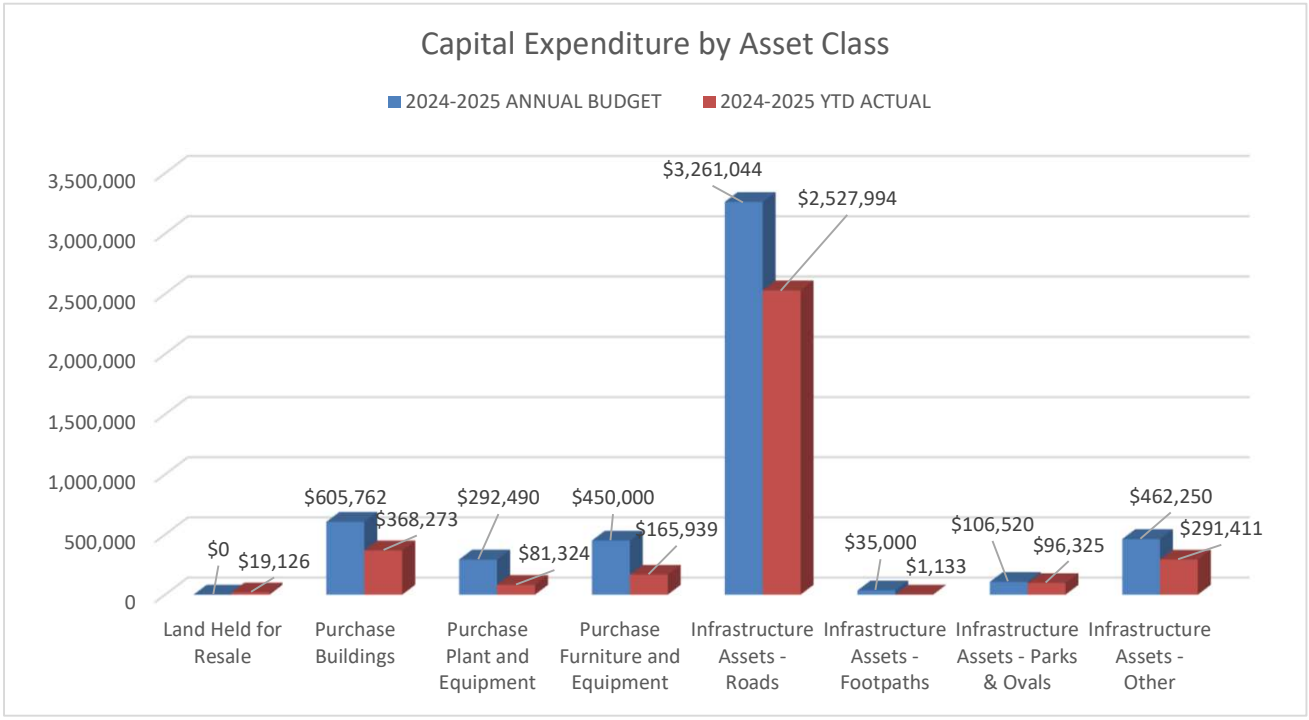


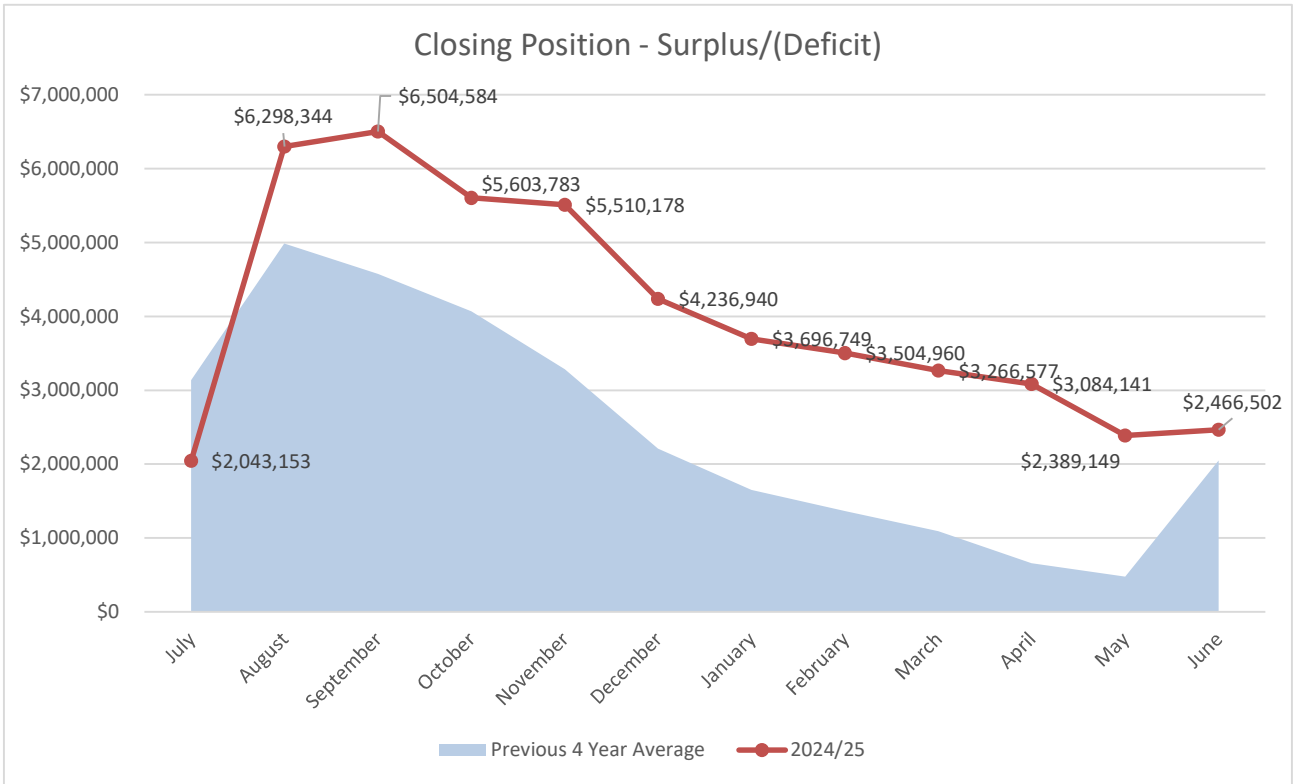
SHIRE OF KOJONUP
EXECUTIVE SUMMARY
FOR THE PERIOD ENDING 30 JUNE 2025





SHIRE OF KOJONUP
EXECUTIVE SUMMARY
FOR THE PERIOD ENDING 30 JUNE 2025





SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 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 PURPOSEFUNDING	
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 30 JUNE 2025

	2024-2025 ANNUAL BUDGET	2024-2025 AMENDED BUDGET	2024-2025 YTD BUDGET	2024-2025 YTD ACTUAL	VARIANCE
EXPENDITURE (Exluding Finance Costs)	$		$	$	
General Purpose Funding	(130,881)	(86,619)	(130,881)	(36,565)	-72%
Governance	(859,593)	(816,466)	(859,593)	(775,583)	-10%
Law, Order, Public Safety	(357,103)	(440,661)	(357,103)	(329,273)	-8%
Education and Welfare	(60,870)	(57,066)	(60,870)	(44,545)	-27%
Health	(416,187)	(403,668)	(416,187)	(352,320)	-15%
Housing	(1,251,417)	(1,847,393)	(1,251,417)	(1,927,124)	54%
Community Amenities	(950,890)	(909,011)	(950,890)	(757,967)	-20%
Recreation and Culture	(1,730,704)	(1,662,038)	(1,730,704)	(1,486,258)	-14%
Transport	(5,601,720)	(6,215,215)	(5,601,720)	(6,391,016)	14%
Economic Services	(1,737,577)	(2,015,618)	(1,737,577)	(1,916,991)	10%
Other Property and Services	(85,680)	458,874	(85,680)	(2,342)	-97%
Operating Expenses	(13,182,621)	(13,994,881)	(13,182,621)	(14,019,986)	
REVENUE					
General Purpose Funding	5,419,882	5,326,101	5,419,882	6,678,816	23%
Governance	59,925	63,430	59,925	50,242	-16%
Law, Order, Public Safety	105,080	104,785	240,415	109,709	-54%
Education and Welfare	25,496	12,656	25,496	21,621	-15%
Health	1,400	2,318	1,400	2,790	99%
Housing	1,185,364	1,170,756	1,185,364	1,193,182	1%
Community Amenities	307,134	307,388	307,134	334,438	9%
Recreation and Culture	71,660	68,260	71,660	69,331	-3%
Transport	213,791	218,700	213,791	245,945	15%
Economic Services	893,770	1,030,058	946,181	1,025,946	8%
Other Property & Services	155,143	93,522	155,143	140,571	-9%
Operating Revenue	8,438,645	8,397,974	8,626,391	9,872,591	
Sub-total	(4,743,976)	(5,596,907)	(4,556,230)	(4,147,396)	
FINANCE COSTS (INTEREST)					
Law & Order	(24,905)	(24,905)	(24,905)	(24,905)	0%
Health	(1,800)	(1,800)	(1,800)	(1,800)	0%
Housing	(36,763)	(36,763)	(36,763)	(36,563)	-1%
Recreation & Culture	(77,120)	(77,120)	(77,120)	(78,588)	2%
Transport	(1,721)	(1,721)	(1,721)	(1,721)	0%
Economic Services	(12,212)	(12,212)	(12,212)	(12,212)	0%
Total Finance Costs	(154,521)	(154,521)	(154,521)	(155,789)	
NON-OPERATING REVENUE					
Law, Order & Public Safety	135,335	135,335	0	0	0%
Education & Welfare	50,000	50,000	50,000	0	-100%
Community Amenities	433,053	433,053	433,053	341,980	-21%
Recreation & Culture	44,411	44,411	44,411	0	-100%
Transport	2,667,671	2,506,257	2,667,671	1,788,692	-33%
Economic Services	52,411	52,411	0	0	0%
Total Non-Operating Revenue	3,382,881	3,221,467	3,195,135	2,130,672	
PROFIT/(LOSS) ON SALE OF ASSETS					
Housing - Profit	0	71,000		71,000	0%
Community Amenities - Profit	0		0	4,521	0%
Total Profit/(Loss)	0	71,000	0	75,521	
NET RESULT	(1,515,616)	(2,458,961)	(1,515,616)	(2,096,992)	
Changes in Revaluation Surplus				0	
TOTAL COMPREHENSIVE INCOME	**(1,515,616)**	**(2,458,961)**	**(1,515,616)**	**(2,096,992)**	

"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)

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.

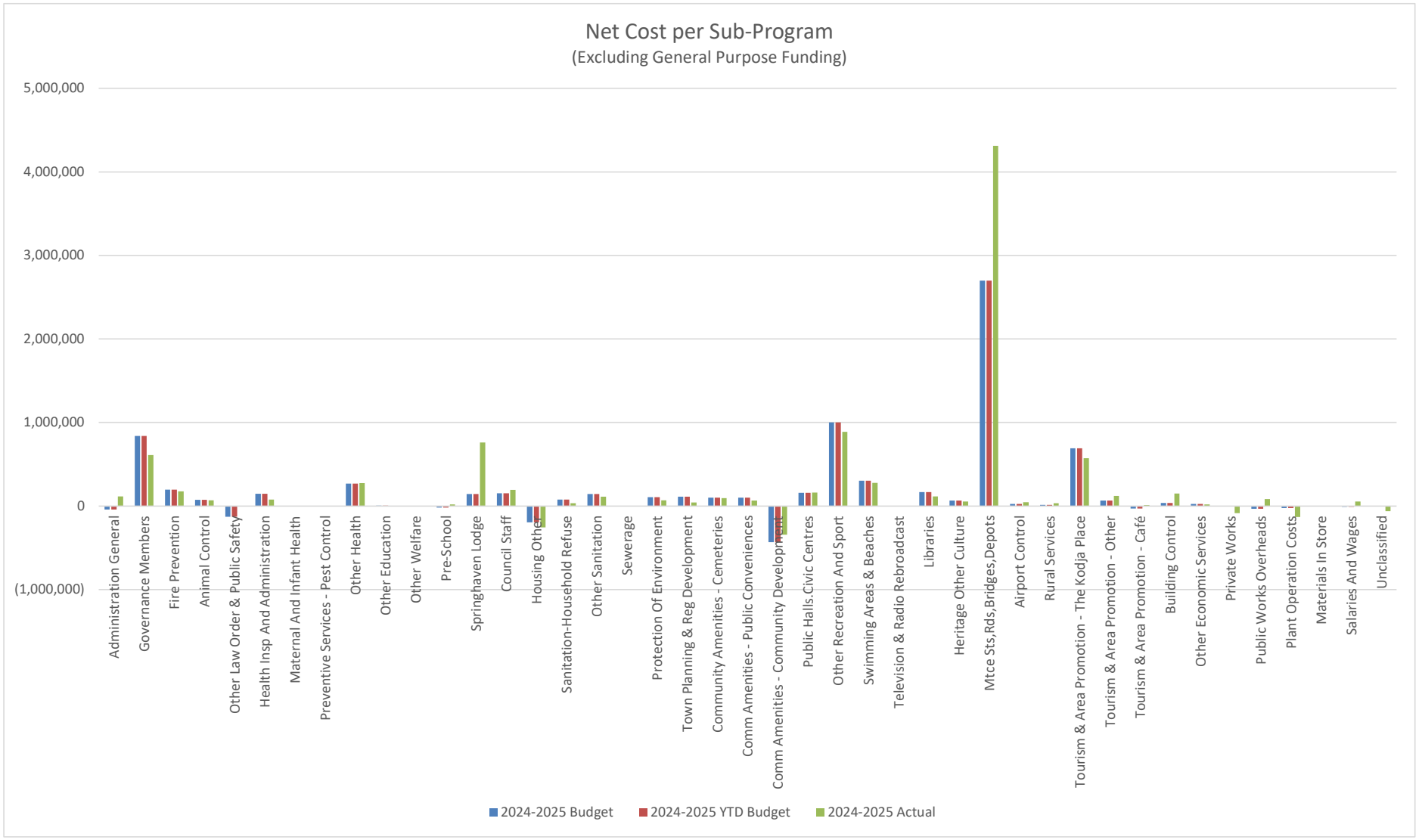
DEPRECIATION
Depreciation expense raised on all classes of assets.

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 30 JUNE 2025

	2024-2025 ANNUAL BUDGET	2024-2025 AMENDED BUDGET	2024-2025 YTD BUDGET	2024-2025 YTD ACTUAL
Expenses				
Employee Costs	(4,266,839)	(4,541,759)	(4,266,838)	(4,567,085)
Materials and Contracts	(3,144,823)	(3,570,452)	(3,144,823)	(2,903,617)
Utility Charges	(356,674)	(351,672)	(356,674)	(442,403)
Depreciation on Non-Current Assets	(4,637,570)	(4,666,164)	(4,637,570)	(5,303,487)
Interest Expenses	(154,521)	(154,521)	(154,521)	(155,789)
Insurance Expenses	(480,131)	(536,784)	(480,131)	(564,189)
Other Expenditure	(296,585)	(328,050)	(296,585)	(239,205)
	(13,337,142)	(14,149,402)	(13,337,142)	(14,175,776)
Revenue				
Rates	5,149,958	5,153,711	5,149,958	5,151,910
Operating Grants, Subsidies and Contributions	1,083,978	1,148,768	1,083,978	2,069,861
Fees and Charges	1,039,188	1,044,325	1,039,188	1,181,738
Service Charges	0	0	0	0
Interest Earnings	90,040	72,655	90,040	92,255
Other Revenue	1,075,481	978,515	1,075,481	954,826
	8,438,645	8,397,974	8,438,645	9,450,591
	(4,898,497)	(5,751,428)	(4,898,497)	(4,725,185)
Non-Operating Grants, Subsidies & Contributions	3,382,881	3,221,467	3,382,881	2,552,672
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0	0	0
Profit on Asset Disposals	0	71,000	0	75,521
Loss on Asset Disposals	0	0	0	0
	3,382,881	3,292,467	3,382,881	2,628,193
Net Result	**(1,515,616)**	**(2,458,961)**	**(1,515,616)**	**(2,096,992)**
Other Comprehensive Income				
Changes on revaluation of non-current assets	0	0	0	0
Total Other Comprehensive Income	0	0	0	0
TOTAL COMPREHENSIVE INCOME	**(1,515,616)**	**(2,458,961)**	**(1,515,616)**	**(2,096,992)**


Net Cost per Sub-Program
(Excluding General Purpose Funding)
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0
(1,000,000)
Administration General
Governance Members
Fire Prevention
Animal Control
Other Law Order & Public Safety
Health Insp And Administration
Maternal And Infant Health
Preventive Services - Pest Control
Other Health
Other Education
Other Welfare
Pre-School
Springhaven Lodge
Council Staff
Housing Other
Sanitation-Household Refuse
Other Sanitation
Sewerage
Protection Of Environment
Town Planning & Reg Development
Community Amenities - Cemeteries
Comm Amenities - Public Conveniences
Comm Amenities - Community Development
Public Halls.Civic Centres
Other Recreation And Sport
Swimming Areas & Beaches
Television & Radio Rebroadcast
Libraries
Heritage Other Culture
Mtce Sts,Rds,Bridges,Depots
Airport Control
Rural Services
Tourism & Area Promotion - The Kodja Place
Tourism & Area Promotion - Other
Tourism & Area Promotion - Café
Building Control
Other Economic Services
Private Works
Public Works Overheads
Plant Operation Costs
Materials In Store
Salaries And Wages
Unclassified
2024-2025 Budget
2024-2025 YTD Budget
2024-2025 Actual

SHIRE OF KOJONUP
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING 30 JUNE 2025

	2024-2025 ANNUAL BUDGET	2024-2025 AMENDED 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	5,153,711	5,149,958	5,151,911	Within Threshold	Within Threshold	
Operating Grants and Subsidies	1,083,978	1,148,768	1,083,978	2,069,861	985,883	90.95%	▲
Fees and Charges	1,039,188	1,044,325	1,039,188	1,181,738	142,550	13.72%	▲
Interest Earnings	90,040	72,655	90,040	92,255	Within Threshold	Within Threshold	
Profit on Asset Disposal	0	71,000	0	75,521	75,521	0.00%	
Other Revenue	1,075,481	978,515	1,075,481	954,826	(120,655)	(11.22%)	▼
	8,438,645	**8,468,974**	**8,438,645**	**9,526,112**			
LESS OPERATING EXPENDITURE							
Employee Costs	(4,266,839)	(4,541,759)	(4,266,838)	(4,567,086)	(300,248)	Within Threshold	
Materials & Contracts	(3,144,823)	(3,570,452)	(3,144,823)	(2,903,618)	241,205	Within Threshold	
Utilities	(356,674)	(351,672)	(356,674)	(442,403)	(85,729)	(24.04%)	▼
Depreciation on Non-Current Assets	(4,637,570)	(4,666,164)	(4,637,570)	(5,303,487)	(665,918)	(14.36%)	▼
Interest Expense	(154,521)	(154,521)	(154,521)	(155,790)	Within Threshold	Within Threshold	
Insurances	(480,131)	(536,784)	(480,131)	(564,189)	(84,058)	17.51%	▼
Loss on Asset Disposal	0	0	0	0	Within Threshold	0.00%	
Other Expenditure	(296,585)	(328,050)	(296,585)	(239,205)	57,380	19.35%	▲
	(13,337,142)	**(14,149,402)**	**(13,337,143)**	**(14,175,778)**			
Increase(Decrease)	**(4,898,497)**	**(5,680,428)**	**(4,898,497)**	**(4,649,666)**			
ADD							
Land Held for Resale	0	(63,458)	0	(63,458)			
Movement in Springhaven Bonds	0	(4,095,000)	0	(3,695,000)	(3,695,000)	0.00%	
Profit on the disposal of assets	0	(71,000)	0	(75,521)	(75,521)	0.00%	
Loss on the disposal of assets	0	0	0	0	Within Threshold	0.00%	
Depreciation Written Back	4,637,570	4,666,164	4,637,570	5,303,487	665,918	14.36%	▲
	4,639,570	**438,706**	**4,637,570**	**1,469,508**			
Sub Total	**(258,928)**	**(5,241,722)**	**(260,927)**	**(3,180,157)**			
INVESTING ACTIVITIES						0.00%	
Land Held for Resale	0	(11,608)	0	(19,126)	(19,126)	0.00%	
Purchase Buildings	(605,762)	(393,994)	(605,762)	(368,273)	237,489	39.20%	
Purchase Plant and Equipment	(292,490)	(81,107)	(292,490)	(81,324)	211,166	72.20%	
Purchase Furniture and Equipment	(450,000)	(400,000)	(450,000)	(165,939)	284,061	63.12%	
Infrastructure Assets - Roads	(3,261,044)	(3,180,120)	(3,261,044)	(2,527,994)	733,050	22.48%	
Infrastructure Assets - Footpaths	(35,000)	0	(35,000)	(1,133)	33,867	96.76%	
Infrastructure Assets - Parks & Ovals	(106,520)	(105,282)	(106,520)	(96,325)	10,195	Within Threshold	
Infrastructure Assets - Other	(462,250)	(352,154)	(462,250)	(291,411)	170,839	36.96%	
Proceeds from Sale of Assets	135,000	303,000	135,000	257,273	122,273	90.57%	▲
Contributions for the Development of Assets	3,382,881	3,221,467	3,382,881	2,552,672	(830,209)	(24.54%)	▼
	(1,695,185)	**(999,798)**	**(1,695,185)**	**(741,581)**			
FINANCING ACTIVITIES							
Repayment of Debt - Loan Principal	(508,766)	(508,766)	(508,766)	(517,952)	Within Threshold	Within Threshold	
Transfer from Reserves	0	4,106,895	0	4,131,059	4,131,059	0.00%	
Transfer to Reserves	(156,955)	(549,834)	(156,955)	(424,978)	(268,023)	(170.76%)	
	(665,721)	**3,048,295**	**(665,721)**	**3,188,129**			
Plus Rounding							
Sub Total	**(2,619,834)**	**(3,193,225)**	**(2,621,833)**	**(733,610)**			
FUNDING FROM							
Estimated Opening Surplus at 1 July	2,619,834	3,200,112	2,619,834	$3,200,112	580,278	22.15%	▲
Closing Funds	0	0	0	0			
	2,619,834	**3,200,112**	**2,619,834**	**3,200,112**			
NET SURPLUS/(DEFICIT)	**1**	**6,887**	**(1,999)**	**2,466,502**			

SHIRE OF KOJONUP
SUMMARISED NET CURRENT POSITION
FOR THE PERIOD ENDING 30 JUNE 2025

	ACTUAL 30 JUNE 2024	ACTUAL YTD
Cash - Unrestricted	$3,265,077	$2,451,286
Cash - Restricted General	$0	$0
Cash - Restricted Reserves	$4,840,738	$1,134,658
Accounts Receivable - Rates	$473,511	$496,365
Accounts Receivable - Sundry	$713,284	$486,882
GST Receivable	($0)	$89,395
Contract Assets	$3,766	$3,766
Inventories	$1,452	$41,528
Land held for Resale	$214,458	$233,584
Loans - Clubs	**$0**	$0
CURRENT ASSETS	**$9,512,286**	**$4,937,463**
LESS: CURRENT LIABILITIES		
Payables	($418,286)	($439,021)
ATO Liabilities	($69,859)	($9,128)
Unspent Grant Liabilities	($841,286)	($663,564)
Employee Provisions	($741,815)	($741,815)
Accrued Interest on Loans	($41,618)	($41,618)
Interest Bearing Loans	($517,952)	($1)
Springhaven Accommodation Bonds	($3,695,000)	$0
CURRENT LIABILITIES	($6,325,816)	($1,895,146)
LESS: EXCLUSIONS		
Cash - Restricted Reserves	($4,840,738)	($1,134,658)
Cash - Restricted Cash	$0	$0
Interest Bearing Loans	$517,952	$1
Self Supporting Loan Debtors	$0	$0
Less Land held for Resale	($151,000)	($233,584)
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	$0
NET CURRENT POSITION - SURPLUS/(DEFICIT)	**$3,200,111**	**$2,466,502**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

EXPLANATION OF MATERIAL VARIANCES

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Defining a 'Material Variance'

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Operating Revenue						
Operating Grants	1,083,978	2,069,861	985,883	91%	PERMANENT	Increase in General Purpose Grant $293k, Increase in Local Road Grant $532k, Increase in Springhaven Personal Care Grant $98k, Increase in MRWA Direct Maintenance Grant $27k, Increase in Kodja Place Operating Grants $56k, Decrease in PWOH - Novated Lease Contributions $24k.
Fees & Charges	1,039,188	1,181,738	142,550	14%	PERMANENT	Increase in Fire Prevention Fees $30k, Decrease in Ranger Income $20k, Decrease in Staff Rent $22k, Increase in Springhaven Residential Rent $34k , Increase in ILU's Rent $17k, Increase in GROH - Rent $20k, Increase in Domestic Refuse Charges $14k, Increase in Cemetery Fees $12k, Increase in Events Income $18k, Decrease in Kodja Place Retail Sales $10k, Increase in Private Works Income $11k, Increase in Property Leases $27k.
Profit on Sale of Assets	0	75,521	75,521	0%	PERMANENT	Increase in Spring H - Profit on Sale of Asset (Sch 9) by $ 71k.
Other Revenue	1,075,481	954,826	(120,655)	-11%	PERMANENT	Decrease in Police Licensing Commissions $14k, Decrease in Springhaven Misc. Income $129k, Decrease in Events Income $42k, Increase in Black Cockatoo Trading Income $99k, Decrease in Black Cockatoo - Catering Income $12k, Decrease in Diesel Fuel Rebate $25k, Decrease in Workers Compensation Reimbursements $33k, Increase in Other Property Miscellaneous Income $59k, Decrease in Property Lease income $26k.

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Operating Expenses						
Employee Costs	(4,266,838)	(4,567,086)	(300,248)	Within Threshold	PERMANENT	Decrease in Rating Salaries $40k, Decrease in Admin salaries $158k, Increase in Admin FBT $12k, Increase in CESM Wages $12k, Increase in BRPC Wages $14k, Increase in Health Salaries $10k, Increase in Health Superannuation $16k, Increase in Springhaven annual leave accruals $64k, Increase in Springhaven LSL accruals $63k, Increase in Springhaven Wages $69k, Decrease in Springhaven Superannuation $75k, Decrease in J Sullivan Units Wages $10k, Decrease in Swimming Pool Salaries $14k, Decrease in Apex Park Convenience Wages $15k, Decrease in Apex Park Grounds Maintenance $22k, Decrease in Sports Grounds Maintenance $53k, Decrease in Library Wages $31k, Decrease in Library Superannuation $16k, Decrease in town Streets Drainage Wages $11k, Decrease in Depot Cleaning Wages $12k, Decrease in Grading Maintenance $129k, Increase in Drainage maintenance Wages $98k, Increase in Bitumen Patching Wages $54k, Increase in Guide Posts & Signage Wages $84k, Increase in Rural Limb & Tree Removal Wages $164k, Decrease in Townsite Trees $10k, Decrease in Kodja Place Cleaning wages $10k, Decrease in Kodja Place Tour Wages $44k, Increase in Cafe Wages $54k, Increase in Building Control Wages $105k, Increase in PWOH Supervisor Wages $64k, Decrease in PWOH Supervisor Superannuation $27k, Decrease in PWOH Training wages $14k, Decrease in PWOH Meetings Wages $16k, Decrease in PWOH Annual Leave Wages $21k, Decrease in PWOH Sick Leave Wages $35k, Decrease in PWOH Superannuation $146k, Decrease in LSL Wages $92k, Increase in Less Allocated to Works $487k, Decrease in Plant Operation Repair Wages $35k, Decrease in Workers Compensation Wages $26k.

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

EXPLANATION OF MATERIAL VARIANCES

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Materials & Contracts	(3,144,823)	(2,903,618)	241,205	Within Threshold	PERMANENT	Decrease in Integrated Planning Expense $20k, Decrease in Admin Conference & Training Expense $11k, Decrease in Admin Telephone $27k, Decrease in Software Licensing Fees $44k, Increase in ICT Support $10k, Decrease in Website Expenses $16k, Decrease in Admin Vehicle Expenses $14k, Increase in Admin Legal Expenses $16k, Increase in Consultants Expenses $14k, Increase in Finance Consultants $19k, Decrease in CESM Expenses $15k, Increase in Animal Control Expenses $17k, Decrease in Other Health Expenses $24k, Decrease in Health Contractors $28k, Increase in Springhaven Contract staff $206k, Increase in Staff House Maintenance $13k, Increase in Springhaven Building Maintenance Operating $13k, Increase in Springhaven Unforeseen Maintenance $14k, Decrease in Recycle Depot Maintenance $12k, Decrease in Verge Hard Waste Pickup $30k, Decrease in Town Planning Expenses $25k, Increase in Memorial Hall Cleaning $17k, Increase in Swimming Pool Grounds Maintenance $16k, Increase in Sports Complex Grounds Maintenance $ 47k, Decrease in Bridge Maintenance $29k, Increase in Airstrip Grounds Maintenance $11k, Decrease in Grading Maintenance $23k, Increase in Drainage Maintenance $47k, Decrease in Roadside Spraying $13k, Decrease in Townsite Trees Contract Pruning $10k, Decrease in Kojonup Marketing and promotion $15k, Decrease in Great Southern Treasures $20k, Decrease in Kodja Place Events $44k, Decrease in Kodja Place Retail Stock $50k, Increase in Cafe goods purchased $52k, Increase in Building Control Vehicle expenses $13k, Decrease in Building Control Expenses $12k, Decrease in Plant Costs $46k, Decrease in Private Works Expenses $91k, Decrease in Fuel and Oil Expenses $93k.

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Utilities	(356,674)	(442,403)	(85,729)	-24%	PERMANENT	Increase in Admin Telephone $21k, Increase in Apex Park - Water $14k, Increase in Standpipe Water $36k, Decrease in Kodja Place Electricity $11k, Increase in Black Cockatoo Utilities $16k.
Depreciation on Assets	(4,637,570)	(5,303,487)	(665,918)	-14%	PERMANENT	Increase in Springhaven Depreciation $103k, Increase in Transport Depreciation $203k, Decrease in Plant Depreciation $61k, Increase in Tourism & Area Promotion Depreciation $12k.
Other Expenses	(296,585)	(239,205)	57,380	19%	PERMANENT	Increase in Bank Charges $14k, Increase in Springhaven Refund of Interest on Deposit Principal $14k, Decrease in Southern Dirt Contribution $15k, Increase in Great Southern Treasures Expense $22k, Increase in Kodja Place - Retail Stock (COGS) $26k.

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

EXPLANATION OF MATERIAL VARIANCES

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Investing Activities						
Land held for Resale	0	(19,126)	(19,126)	0%	PERMANENT	Increase in Land held for resale subdivision expenses $19k.
Buildings	(605,762)	(368,273)	237,489	39%	PERMANENT	Decrease in 13/15 Loton Close Building Capital $ 80k, Decrease in 30 Katanning Road Building Capital $23k, Decrease in Jean Sullivan Units $10k, Decrease in Loton Close Units $10k, Increase in Men's Shed Construction $18k, Decrease in Historic Buildings Capital $35k, Decrease in Memorial Hall Capital Expenditure $15k, Decrease in Swimming Pool Building Capital $30k, Decrease in Harrison Place Toilets & Park $10k, Decrease in Kodja Place Capital Expenditure $20k, Decrease in Black Cockatoo Café Capital Expenditure $22k.
Plant & Equipment	(292,490)	(81,324)	211,166	72%	PERMANENT	Increase in Swimming Pool Equipment by $ 12k, Decrease in Major Plant Purchases by $ 225k.
Furniture & Equipment	(450,000)	(165,939)	284,061	63%	PERMANENT	Decrease in ICT Plan Implementation by $ 295k.
Infrastructure - Roads	(3,261,044)	(2,527,994)	733,050	22%	PERMANENT	Decrease in RTR - Tone Road - Failure 2 $16k, Decrease in RTR - Tone Road - Failure 3 $38k, Decrease in RTR - Spring Street Asphalt $347k, Decrease in RTR - Misson Road Floodway $20k, Decrease in RTR - Soldier Road - Asphalt $75k, Decrease in RTR - Wanwindup South Road Culvert $11k, Decrease in RTR - Newton Street Reseal $44k, Increase in R2R - Balgarup Road Tree Pruning Works $29k, Decrease in Widening - Shamrock Road C/Over $23k, Decrease in Widening - Shamrock Road $134k, Decrease in Widening - Tambellup West Road $33k, Decrease in Bitumen Reseal - Kojonup-Frankland Road $92k, Decrease in Bitumen Reseal - Kojonup Darkan Road $111k, Decrease in Road Widening - Jingalup Rd $135k, Decrease in Kojonup Darkan Shoulder Blackspot $10k, Decrease in Reillys Creek Road - Gravel Sheet $68k, Decrease in Newton Street Kerbing $26k,
Infrastructure - Footpath	(35,000)	(1,133)	33,867	97%	PERMANENT	Decrease in Footpath - Newton Street $34k.

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Infrastructure - Parks & Ovals	(106,520)	(96,325)	10,195	Within Threshold	PERMANENT	Increase in Apex Park Playground $39k, Decrease in The Spring Reserve Capital Expenditure $50k.
Infrastructure - Others	(462,250)	(291,411)	170,839	37%	PERMANENT	Increase in Bushfire Repeater Tower $63k, Decrease in CCTV Capital Expenditure $31k, Decrease in Town Furniture $18k, Decrease in Refuse Site Development $115k, Decrease in Promotional Signage $60k.
Proceeds from Sale of Assets	135,000	257,273	122,273	91%	PERMANENT	Increase in Proceeds Sale of Assets - Furniture & Equipment by $ 123 k, Increase in Proceeds Sale of Assets - Plant & Equipment by $ 79k, Decrease in Proceeds Sale of Assets - Land by $ 80k
Non-Operating Grants, Contributions & subsidies	3,382,881	2,552,672	(830,209)	-25%	PERMANENT	Decrease in CCTV LRCI Grant $135k, Decrease in Old School Roof LRCI Grant $50k, Decrease in Men's Shed LRCI Grant $91k, Decrease in Netball Court LRCI Grant $44k, Decrease in Commodity Route Grant $47k, Decrease in Regional Road Group Grants $279k, Decrease in Roads to Recovery Grant $549k, Increase in Special Bridge Grant $422k.

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

EXPLANATION OF MATERIAL VARIANCES

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REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE $	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Financing Activities						
Transfer from Cash Backed Reserves	0	4,131,059	4,131,059	0%	PERMANENT	Increase in transfer from Springhaven Lodge Res $4.09M, Deposits refunded and balance of Springhaven Housing deposits transferred to Hall & Prior. Increase in transfer from Swimming Pool Reserve to cover capital purchases.
Transfer to Cash backed Reserves	(156,955)	(424,978)	(268,023)	-171%	PERMANENT	Increase in Transfer to Springhaven Lodge Res by $ 400k.

SHIRE OF KOJONUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 30 JUNE 2025

	Note	2023-24 ACTUAL $	2024-25 ACTUAL $	Variance $
Current assets				
Unrestricted Cash & Cash Equivalents		3,265,077	2,451,286	-813,792
Restricted Cash & Cash Equivalents		4,840,738	1,134,658	-3,706,081
Trade and other receivables		1,186,795	983,247	-203,547
ATO Receivables		0	89,395	89,395
Contract Assets		3,766	3,766	0
Inventories		1,452	41,528	40,076
Land Held for Resale		214,458	233,584	19,126
Total current assets		**9,512,286**	**4,937,463**	-4,574,823
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	26,707,646	-331,836
Furniture & Equipment		319,297	367,345	48,048
Plant & Equipment		3,525,664	3,049,662	-476,002
Tools		0	0	0
Roads Infrastructure		93,022,471	91,003,007	-2,019,464
Kerbing Infrastructure		2,684,095	2,684,095	0
Drainage Infrastructure		11,518,902	11,518,902	0
Bridges Infrastructure		5,793,354	6,230,899	437,545
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	6,687,869	318,918
Total non-current assets		**156,727,938**	**154,775,098**	-1,952,839
Total assets		**166,240,224**	**159,712,562**	-6,527,662
Current liabilities				
Trade and other payables		4,154,904	480,640	3,674,265
ATO Liabilities		69,859	9,128	60,731
Contracts Liability		841,286	663,564	177,722
Interest-bearing loans and borrowings		517,952	1	517,952
Provisions		741,815	741,815	0
Total current liabilities		**6,325,816**	**1,895,146**	4,430,670
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**	**6,444,317**	4,430,670
Net assets		**155,365,237**	**153,268,244**	-2,096,992
Equity				
Retained surplus		69,384,025	73,090,106	3,706,081
Net Result		0	-2,096,992	-2,096,992
Reserve - asset revaluation		81,140,473	81,140,473	0
Reserve - Cash backed		4,840,738	1,134,658	-3,706,081
Total equity		**155,365,237**	**153,268,244**	-2,096,992

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

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	450,000	165,939	37%
						450,000	**450,000**	**165,939**	
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	226,256	85%
						267,000	**267,000**	**289,218**	
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	80,000	0	0%
C156	Staff - 30 Katanning Road		CEO	L&B	New	30,000	30,000	7,269	24%
C313	Jean Sullivan Units - Building Renewal		BMC	L&B	Upgrade	10,000	10,000	0	0%
C145	ILU's - Building Renewal		BMC	L&B	Renewal	10,000	10,000	0	0%
						130,000	**130,000**	**7,269**	
Community Amenities									
C310	Subdivision Construction	2.4.3	CEO	L4R	Upgrade	0	0	19,126	0%
C407	Refuse Site Development		MRS	Infr.	Upgrade	115,250	115,250	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	20,000	2,193	11%
						459,018	**459,018**	**363,299**	
Recreation & Culture									
C198	Historic Buildings - Capital Improvement		BMC	L&B	Renewal	35,000	35,000	0	0%
C105	Memorial Hall Capital Expenditure		BMC	L&B	Renewal	30,000	30,000	15,545	52%
C295	SWIMMING POOL BUILDINGS CAPITAL EXPENDITURE		BMC	L&B	Renewal	30,000	30,000	0	0%
C408	Harrison Place Toilets & Park	1.1.8	MWS	L&B	Upgrade	10,000	10,000	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	50,000	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%
C357	Apex Park - Replace Equipment		SH	Infr.	Renewal	0	0	39,010	0%
						211,520	**211,520**	**123,765**	
Transport - Plant Purchases									
C162	Major Plant Repairs - Fuel Pump System		MWS	P&E	New	7,490	7,490	8,477	113%
7604	Plant Major Purchases		MWS	P&E	New	285,000	285,000	60,952	21%
						292,490	**292,490**	**69,429**	

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	360,740	94%
C436	Widening - Shamrock Road (2021/2022 Project)	1.1.5	MWS	Infr.	Upgrade	690,000	690,000	556,219	81%
C227	Broomehill Road Failure Repairs		MWS	Infr.	Renewal	45,000	45,000	46,784	104%
C319	Bitumen Reseal - Kojonup-Frankland Road	1.1.5	MWS	Infr.	Renewal	210,000	210,000	118,766	57%
C320	Bitumen Reseal - Kojonup Darkan Road	1.1.5	MWS	Infr.	Renewal	195,000	195,000	84,322	43%
C460	Road Widening - Jingalup Rd 22/23		MWS	Infr.	Renewal	210,000	210,000	75,341	36%
C079	Reillys Creek Road - Gravel Sheet		MWS	Infr.	Renewal	255,000	255,000	178,285	70%
C055	Newton Street Kerbing		MWS	Infr.	Renewal	26,000	26,000	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%
C500	Tone Road - RTR		MWS	Infr.	Upgrade	90,000	90,000	92,822	103%
C501	Ballock Road - RTR		MWS	Infr.	Upgrade	0	0	3,638	0%
C505	RTR - Tone Road - Failure 2		MWS	Infr.	Upgrade	55,000	55,000	38,834	71%
C506	RTR - Tone Road - Failure 3		MWS	Infr.	Upgrade	70,000	70,000	31,990	46%
C507	RTR - Spring Street Asphalt		MWS	Infr.	Upgrade	347,350	347,350	0	0%
C508	RTR - Misson Road Floodway		MWS	Infr.	Upgrade	20,000	20,000	0	0%
C509	RTR - Soldier Road - Asphalt		MWS	Infr.	Upgrade	75,000	75,000	0	0%
C510	RTR - Wanwindup South Road Culvert		MWS	Infr.	Upgrade	25,000	25,000	14,058	56%
C511	RTR - Qualeup South Road Failure Repairs		MWS	Infr.	Upgrade	35,000	35,000	34,649	99%
C512	RTR - Newton Street Reseal		MWS	Infr.	Upgrade	44,000	44,000	0	0%
C450	Widening - Tambellup West Road		MWS	Infr.	Upgrade	255,000	255,000	222,106	87%
7424	R2R - Balgarup Road Tree Pruning Works		MWS	Infr.	Upgrade	0	0	28,918	0%
C174	Footpath - Newton Street		MWS	Infr.	Upgrade	0	0	0	0%
						3,261,044	**3,261,044**	**2,105,994**	
Economic Services									
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	60,000	0	0%
						105,000	**105,000**	**3,479**	
	Total Capital Expenditure					**5,178,066**	**5,178,066**	**3,128,392**	**60.4%**

SUMMARIES:				
Land Held for Resale	0	0	19,126	0.0%
Land & Buildings	655,762	655,762	368,273	56.2%
Infrastructure	3,779,814	3,779,814	2,493,730	66.0%
Plant & Equipment	292,490	292,490	81,324	27.8%
Furn & Equipment	450,000	450,000	165,939	36.9%
	5,178,066	**5,178,066**	**3,128,392**	**60.4%**
At No Cost	0		0	0.0%
Asset Renewal	1,569,514	1,569,514	768,229	48.9%
New Asset	1,073,258	1,073,258	710,089	66.2%
Upgrading Asset	2,535,294	2,535,294	1,650,074	65.1%
	5,178,066	**5,178,066**	**3,128,392**	**60.4%**
Chief Executive Officer	827,000	827,000	418,591	50.6%
Manager Corporate & Community Services	410,288	410,288	371,788	90.6%
Manager Works & Services	3,663,534	3,663,534	2,217,019	60.5%
Senior Horticulturalist	0	0	39,010	0.0%
Manager Regulatory Services	115,250	115,250	62,961	54.6%
Building Maintenance Coordinator	161,994	161,994	19,024	11.7%
Manager Aged Care Services	0	0	0	0.0%
	5,178,066	**5,178,066**	**3,128,392**	**60.4%**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
STATEMENT OF CAPITAL GRANTS & CONTRACT LIABILITIES
FOR THE PERIOD ENDING 30 JUNE 2025

UNSPENT CAPITAL GRANTS Grant Provider	Liability 1 July 2024	Increase in Liability	Liability Recorded as Revenue	Closing Liability	Adopted Budget Revenue	Amended Budget Revenue	YTD Budget	YTD Actual Revenue
Housing								
RAAP - GSHI Regional Funding	159,377	0	0	159,377	0	0	0	-
Community Amenities								
DITRDC - LRCI Phase 3 Funding - Men's Shed	256,239	93,882	(341,980)	8,141	433,053	433,053	433,053	341,980
Transport								
WALGGC - Special Bridge Funding	422,000	-	(422,000)	-	-	-	-	422,000
Main Roads - Regional Road Group Funding	-	898,992	(756,613)	142,379	1,158,000	1,158,000	1,158,000	736,211
Main Roads - Blackspot Funding	-	463,779	(463,779)	-	470,000	470,000	470,000	463,779
Main Roads - Commodity Route Funding	-	68,000	(68,000)	-	170,000	207,574	170,000	122,992
DITRDC - Roads to Recovery Funding	-	562,350	(212,353)	349,997	761,349	562,361	761,349	212,353
Total Unspent Capital Grants	**837,616**	**2,087,003**	**(2,264,725)**	**659,894**	**2,992,402**	**2,830,988**	**2,992,402**	**2,299,315**

CONTRACT LIABILITIES Grant Provider	Liability 1 July 2024	Increase in Liability	Liability Recorded as Revenue	Closing Liability	Adopted Budget Revenue	Amended Budget Revenue	YTD Budget	YTD Actual Revenue
Economic Services								
Dept of Water - Blackwood Road Dam Water Re-use	3,669	0	0	3,669	-	-	-	-
Total Contract Liabilities	**3,669**	**-**	**-**	**3,669**	**-**	**-**	**-**	**-**
TOTAL LIABILITIES & REVENUE	**841,285**	**2,087,003**	**(2,264,725)**	**663,563**	**2,992,402**	**2,830,988**	**2,992,402**	**2,299,315**

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

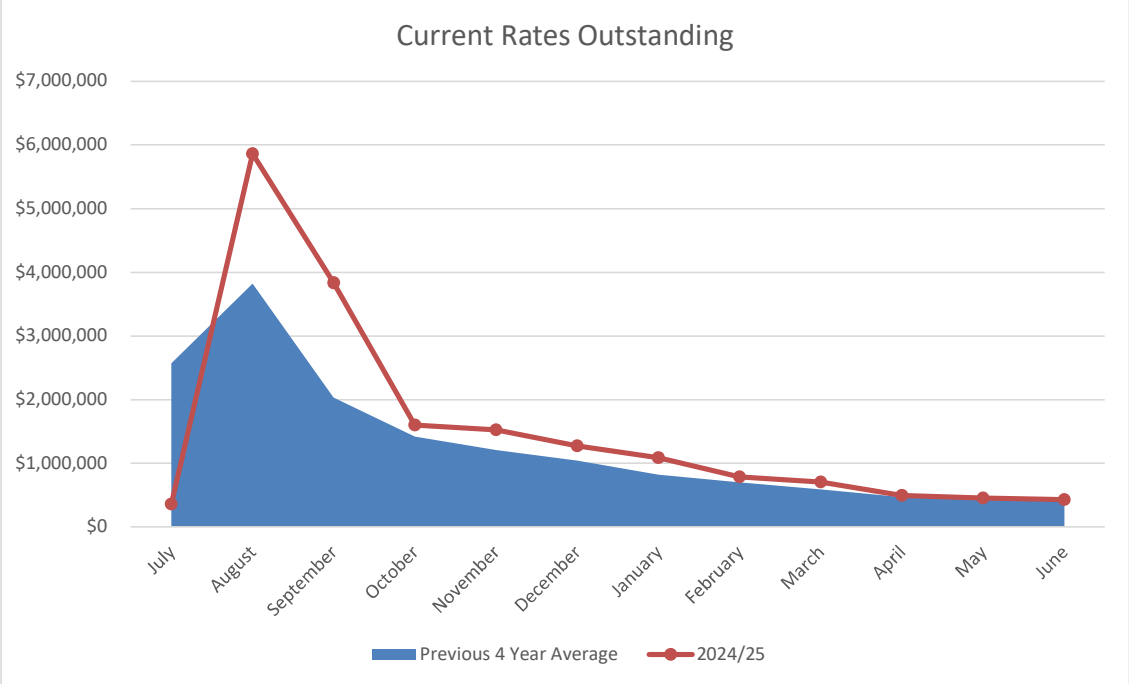
RESERVES - CASH BACKED	2024-25 Actual Opening Balance	2024-25 Actual Transfer to	2024-25 Actual Transfer (from)	2024-25 Actual Closing Balance	2024-25 Budget Opening Balance	2024-25 Budget Transfer to	2024-25 Budget Transfer (from)	2024-25 Budget Closing Balance
	$	$	$	$	$	$	$	$
Plant Replacement	263,841	5,930	0	269,771	263,841	2,387	0	266,228
Employee Leave	290,394	5,836	0	296,230	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	1,999	0	90,963	88,963	3,020	0	91,983
Sporting Facility	66,819	1,502	0	68,321	66,819	2,270	0	69,089
Landfill Waste Management	85,302	1,916	0	87,217	85,302	2,897	0	88,199
Kodja Place Tourist Precinct	18	0	0	18	18	0	(18)	0
Community Grant Scheme	10,386	233	0	10,619	10,386	355	0	10,741
Independent Living Units	168,552	3,787	0	172,339	168,552	5,725	0	174,277
Natural Resource Management	103,826	2,333	0	106,159	103,826	3,525	0	107,351
Swimming Pool	43,126	969	(36,059)	8,036	43,126	1,464	(44,590)	0
The Kodja Place Building Upgrade & Renewal	18,769	422	0	19,191	18,769	655	0	19,424
Sporting Complex Building Upgrade & Renewal	1,193	27	0	1,220	1,193	41	(1,234)	0
Netball Court Resurfacing	4,548	24	0	4,572	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	**424,978**	**(4,131,059)**	**1,134,658**	**4,840,739**	**207,347**	**(50,392)**	**4,997,694**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

RATES & SUNDRY RECEIVABLES

Rates:

	1-Jul-24	Levy for 2024/25	Collectable	Received	Outstanding
Property Rates	$ 217,867	$ 5,150,953	$ 5,368,820	$ (5,151,231)	$ 217,589
Rubbish Charges	$ 44,034	$ 298,622	$ 342,656	$ (296,616)	$ 46,040
Emergency Services Levy	$ 21,371	$ 783	$ 22,153	$ -	$ 22,153
Instalment fee & Interest	$ -	$ 17,715	$ 17,715	$ (17,715)	$ -
Penalty & ESL Interest	$ 110,922	$ 49,123	$ 160,045	$ (28,780)	$ 131,265
Excess Rates	$ (65,020)	$ -	$ (65,020)	$ (5,616)	$ (70,636)
Sub- Total	**$ 329,173**	**$ 5,517,196**	**$ 5,846,369**	**$ (5,499,957)**	**$ 346,412**
					6%
OTHER ITEMS					
Pensioner Rebates to claim	$ 79,317	$ -	$ 79,317	$ -	$ 79,317
Sub-Total	$ 408,491				**$ 425,730**
Pensioner Deferred Rates	$ 110,473	$ -	$ 110,473	$ -	$ 110,473
Total Outstanding	**$ 439,647**	**$ 5,517,196**	**$ 5,956,842**	**$ (5,499,957)**	**$ 456,886**



Sundry Debtors:

	30-Jun-24		30/06/25		Movement This FY
Credit Balance	$ (6,180)		$ (7,112)		$ 932
Current	$ 125,937		$ 364,492		$ (238,555)
30 - 60 days	$ 469,099	65%	$ 6,417	1%	$ 462,682
60 - 90 days	$ 5,339	1%	$ 1,562	0%	$ 3,777
Greater than 90 days	$ 126,515	18%	$ 127,516	26%	$ (1,001)
	$ 720,710		**$ 492,875**		

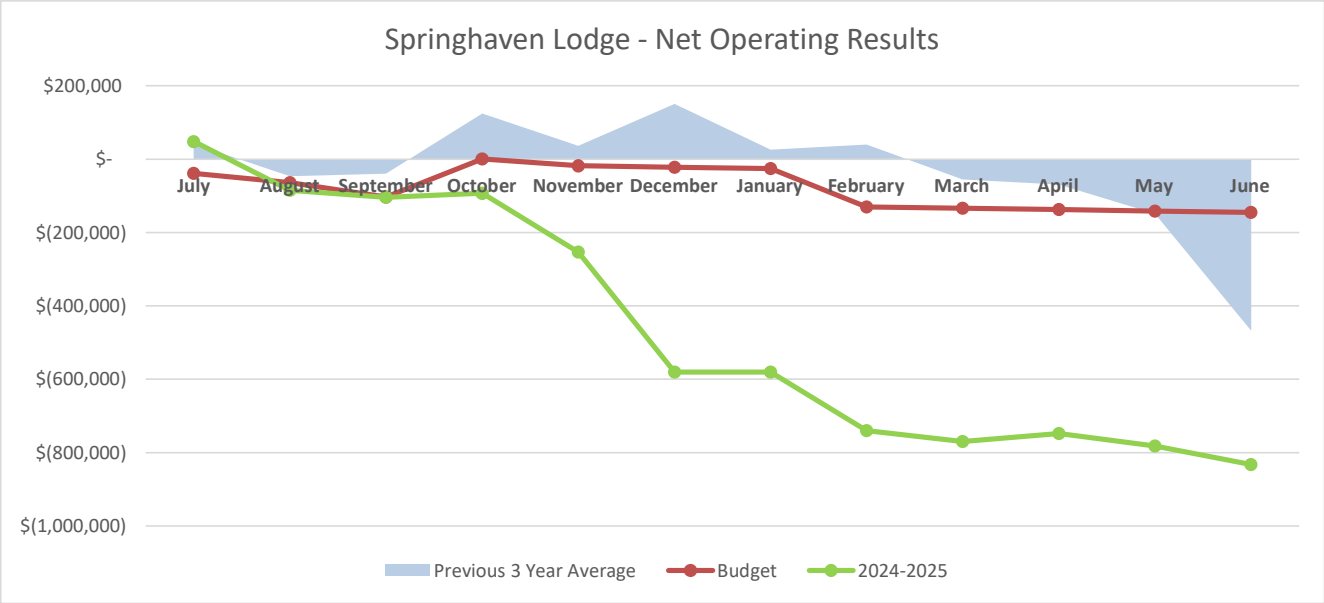
SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2025

LOAN REPAYMENTS	Loan Number	2024-25 Actual Principal 1 July 2024	2024-25 New New Loans	2024-25 New Principal Repayments	2024-25 Actual Interest Repayments	2024-25 Actual Principal Outstanding	2024-25 Budget Principal 1 July 2024	2024-25 Budget New Loans	2024-25 Budget Principal Repayments	2024-25 Budget Interest Repayments	2024-25 Budget Principal Outstanding
		$		$	$	$	$		$	$	$
Law, order, public safety											
Communications Tower	150	383,960	0	(50,333)	(24,905)	333,627	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	(10,428)	(1,262)	33,259	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	(15,796)	(11,761)	254,607	270,403	0	(15,731)	(11,960)	254,672
Recreation and culture											
Sports Complex	134	180,685	0	(28,041)	(13,363)	152,644	180,685	0	(18,921)	(9,800)	161,764
Sports Complex Wall	136	52,474	0	(10,083)	(994)	42,391	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	(24,931)	(2,557)	157,404	182,335	0	(24,931)	(2,915)	157,404
Harrison Pl Toilets & Park	146	331,909	0	(36,078)	(12,652)	295,831	331,909	0	(36,078)	(12,652)	295,831
Harrison Pl Toilets & Park	149	191,979	0	(25,166)	(12,453)	166,813	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	(34,823)	(12,212)	285,534	320,357	0	(34,823)	(12,212)	285,534
		4,988,712	0	(517,952)	(155,769)	4,470,760	4,988,712	0	(508,766)	(154,521)	4,479,946

MAJOR BUSINESS UNITS

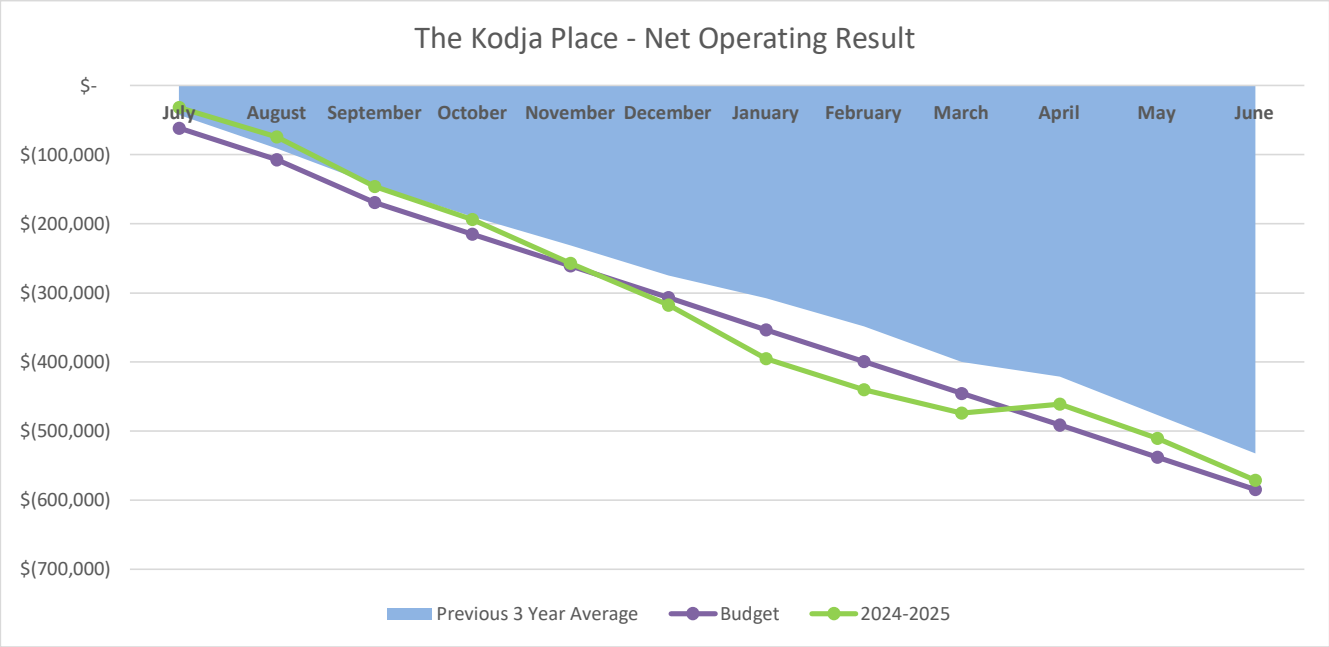
Springhaven Lodge

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 mangement in October 2024, whilst retaining ownership of the land and building assets.



The Kodja Place Precinct

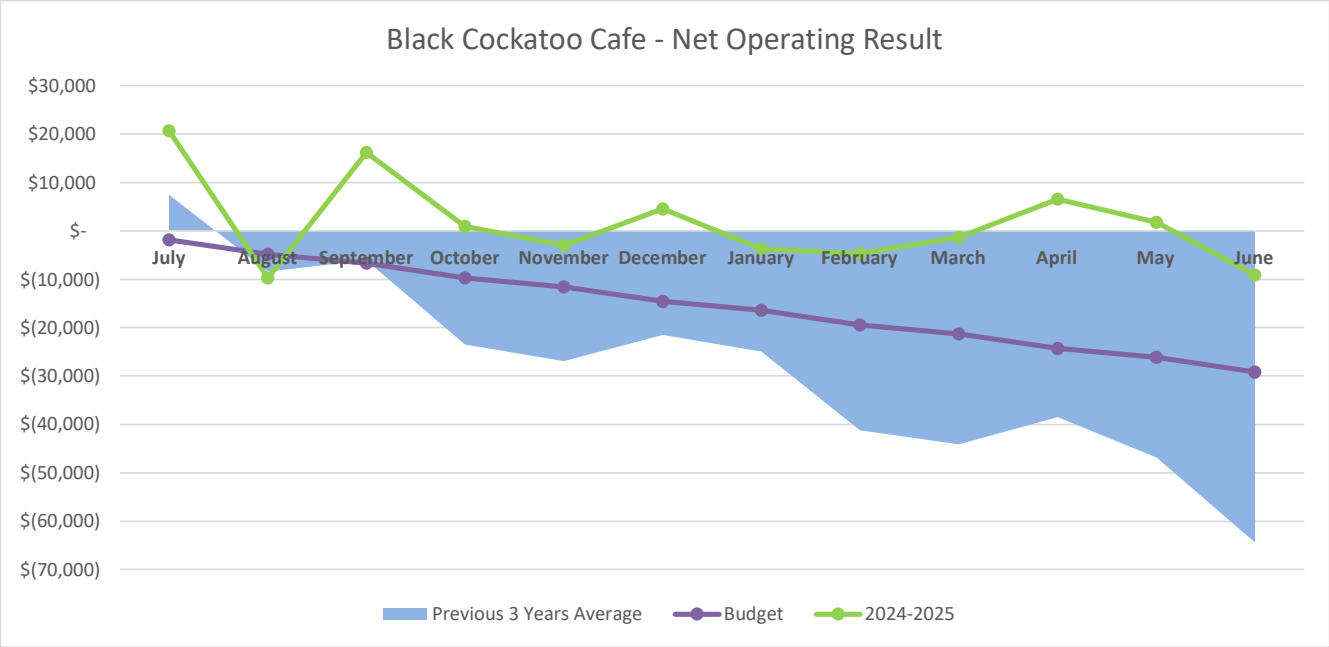
The Shire of Kojonup owns ands operates The Kodja Place precinct, a tourism, retail and cultural interpretive centre on Albany Highway. The following graph shows the operations of TKPP (profit or loss). There is also capital expenditure (p.13), a loan (p.15) and a reserve account (p.16) associated with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



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

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		Proceeds Sale of Assets									
9608		Proceeds Sale of Assets - Furniture & Equipment	$0	($123,225)	0%	($123,225)	$0	$0	$0	($123,225)	$0
9605		Proceeds Sale of Assets - Plant & Equipment	($55,000)	($134,048)	244%	($134,048)	$0	($55,000)	$0	($179,775)	$0
New		Proceeds Sale of Assets - Land	($80,000)	$0	0%	$0	$0	($80,000)	$0	$0	$0
		Sub Total - PROCEEDS/REALISATION ON SALE OF ASSET	($135,000)	($257,273)		($257,273)	$0	($135,000)	$0	($303,000)	$0
		Written Down Value									
New		00000 Written Down Value-	$0	$0		$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	**($135,000)**	**($257,273)**		**($257,273)**	**$0**	**($135,000)**	**$0**	**($303,000)**	**$0**
		Sub Total - ABNORMAL ITEMS	$0	$0		$0	$0	$0	$0	$0	$0
		Total - OPERATING STATEMENT	**($135,000)**	**($257,273)**		**($257,273)**	**$0**	**($135,000)**	**$0**	**($303,000)**	**$0**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		GENERAL PURPOSE FUNDING - RATES									
		OPERATING EXPENDITURE									
1112		Admin Allocated to Rates (Cash)	$59,798	$16,516	28%	$0	$16,516	$0	$59,798	$0	$59,798
1122		Admin Allocated to Rates (Non-Cash)	$4,568	$1,463	32%	$0	$1,463	$0	$4,568	$0	$4,568
1132		Rating Salaries	$40,000	$0	0%	$0	$0	$0	$40,000	$0	$0
1162		Superannuation	$6,000	$0	0%	$0	$0	$0	$6,000	$0	$0
1182		Rates Printing/postage	$3,000	$1,260	42%	$0	$1,260	$0	$3,000	$0	$3,000
1192		Valuation Expenses	$13,400	$15,273	114%	$0	$15,273	$0	$13,400	$0	$14,700
1202		Title Searches	$500	$0	0%	$0	$0	$0	$500	$0	$500
1222		Insurance - Emp Costs (Rates)	$1,615	$2,053	127%	$0	$2,053	$0	$1,615	$0	$2,053
1262		Legal Costs Incurred - Rates	$2,000	$0	0%	$0	$0	$0	$2,000	$0	$2,000
		Sub Total - GENERAL RATES OP/EXP	$130,881	$36,565		$0	$36,565	$0	$130,881	$0	$86,619
		OPERATING INCOME									
1003		General Rates Levied	($5,147,439)	($5,145,966)	100%	($5,145,966)	$0	($5,147,439)	$0	($5,147,440)	$0
1023		Interim Rates	($300)	$0	0%	$0	$0	($300)	$0	$0	$0
1053		Back Rates	($100)	($4,987)	4987%	($4,987)	$0	($100)	$0	($4,900)	$0
1013		Ex-Gratia Rates	($2,219)	($2,442)	110%	($2,442)	$0	($2,219)	$0	($2,442)	$0
1043		Non Payment Penalty Interest	($30,000)	($49,123)	164%	($49,123)	$0	($30,000)	$0	($30,000)	$0
1073		Instalment Administration Charge	($4,000)	($4,401)	110%	($4,401)	$0	($4,000)	$0	($4,401)	$0
1063		Instalment Interest Charge	($12,000)	($13,314)	111%	($13,314)	$0	($12,000)	$0	($13,314)	$0
1273		ESL Levy Admin Fee	($4,000)	($4,000)	100%	($4,000)	$0	($4,000)	$0	($4,000)	$0
1092		Rates Written Off/Refunded	$100	$1,485	1485%	$1,485	$0	$100	$0	$1,071	$0
1283		Settlement & Search Charges	($4,000)	($5,573)	139%	($5,573)	$0	($4,000)	$0	($4,000)	$0
1263		Legal Expenses - Recovered	($2,000)	$0	0%	$0	$0	($2,000)	$0	($2,000)	$0
		Sub Total - GENERAL RATES OP/INC	($5,205,958)	($5,228,321)		($5,228,321)	$0	($5,205,958)	$0	($5,211,426)	$0
		Total - GENERAL RATES	($5,075,077)	($5,191,756)		($5,228,321)	$36,565	($5,205,958)	$130,881	($5,211,426)	$86,619

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		OTHER GENERAL PURPOSE FUNDING									
		OPERATING EXPENDITURE									
		Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP				$0	$0	$0	$0	$0	$0
		OPERATING INCOME									
1333		Financial Assistance Grant	($132,209)	($425,565)	322%	($425,565)	$0	($132,209)	$0	($9,496)	$0
1343		Grants Commission Local Roads Grant	($46,215)	($577,952)	1251%	($577,952)	$0	($46,215)	$0	($80,679)	$0
1344		Special Bridge funding	$0	($422,000)		($422,000)	$0	$0	$0	$0	$0
1373		Interest Received - Municipal	($500)	$0	0%	$0	$0	($500)	$0	($500)	$0
1393		Interest Received - Reserves	($35,000)	($24,978)	71%	($24,978)	$0	($35,000)	$0	($24,000)	$0
		Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC	($213,924)	($1,450,495)		($1,450,495)	$0	($213,924)	$0	($114,675)	$0
		Total - OTHER GENERAL PURPOSE FUNDING	($213,924)	($1,450,495)		($1,450,495)	$0	($213,924)	$0	($114,675)	$0
		Total - GENERAL PURPOSE FUNDING	**($5,289,001)**	**($6,642,251)**		**($6,678,816)**	**$36,565**	**($5,419,882)**	**$130,881**	**($5,326,101)**	**$86,619**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		GOVERNANCE - MEMBERS OF COUNCIL									
		OPERATING EXPENDITURE									
002D		Depreciation	$10,172	$1,625	16%	$0	$1,625	$0	$10,172	$0	$10,172
1502		Meeting Attendance Fees	$100,152	$91,541	91%	$0	$91,541	$0	$100,152	$0	$100,152
1508		Members Travelling	$700	$2,678	383%	$0	$2,678	$0	$700	$0	$5,200
1512		Conferences & Training Expenses	$15,500	$8,757	56%	$0	$8,757	$0	$15,500	$0	$9,000
1522		Members Communications Allowance	$21,000	$18,750	89%	$0	$18,750	$0	$21,000	$0	$21,000
1532		Election Expenses	$0	$0	0%	$0	$0	$0	$0	$0	$0
1542		Presidents/Dep Allowances	$38,000	$30,400	80%	$0	$30,400	$0	$38,000	$0	$38,000
1562		Refreshments & Functions (Councillors)	$11,100	$8,858	80%	$0	$8,858	$0	$11,100	$0	$11,100
1572		Refreshments & Functions Staff)	$6,000	$6,001	100%	$0	$6,001	$0	$6,000	$0	$6,000
1592		Members Insurance	$11,100	$10,703	96%	$0	$10,703	$0	$11,100	$0	$10,703
1602		Subscriptions	$26,114	$36,022	138%	$0	$36,022	$0	$26,114	$0	$36,124
1612		Misc Expenses - Members	$1,500	$360	24%	$0	$360	$0	$1,500	$0	$0
1624		Integrated Planning Expenses	$20,000	$0	0%	$0	$0	$0	$20,000	$0	$0
1632		Vehicle Operating Expenses	$0	$381	0%	$0	$381	$0	$0	$0	$381
1662		Audit Fees	$48,500	$48,562	100%	$0	$48,562	$0	$48,500	$0	$48,500
1702		Administration Allocation (Cash)	$498,312	$330,324	66%	$0	$330,324	$0	$498,312	$0	$461,189
1712		Administration Allocation (Non-Cash)	$22,838	$9,751	43%	$0	$9,751	$0	$22,838	$0	$22,835
1772		Doubtful Debt Expenses	$2,000	$0	0%	$0	$0	$0	$2,000	$0	$2,000
1792		Legal Costs	$3,000	$0	0%	$0	$0	$0	$3,000	$0	$3,000
2075		VROC - Shared Services	$2,000	$0	0%	$0	$0	$0	$2,000	$0	$5,000
2078		VROC - Projects	$2,000	$5,000	250%	$0	$5,000	$0	$2,000	$0	$5,000
		Sub Total - MEMBERS OF COUNCIL OP/EXP	$839,988	$610,666		$0	$610,666	$0	$839,988	$0	$795,356
		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	$0
		Sub Total - MEMBERS OF COUNCIL OP/INC	$0	$0		$0	$0	$0	$0	$0	$0
		Total - MEMBERS OF COUNCIL	$839,988	$610,666		$0	$610,666	$0	$839,988	$0	$795,356

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		GOVERNANCE - GENERAL									
		OPERATING EXPENDITURE									
003D		Depreciation (Sch 4)	$114,190	$106,241	93%	$0	$106,241	$0	$114,190	$0	$114,190
1852		Salaries - Admin	$1,112,727	$954,429	86%	$0	$954,429	$0	$1,112,727	$0	$909,972
1882		Admin Superannuation	$122,495	$119,730	98%	$0	$119,730	$0	$122,495	$0	$122,495
1892		Staff Insurances	$37,235	$43,107	116%	$0	$43,107	$0	$37,235	$0	$37,235
1902		FBT Admin Staff	$17,000	$28,672	169%	$0	$28,672	$0	$17,000	$0	$17,000
1912		Conference & Training	$31,100	$11,463	37%	$0	$11,463	$0	$31,100	$0	$10,100
1921		Staff Housing Subsidy	$0	$0	0%	$0	$0	$0	$0	$0	$0
1922		Advertising	$10,000	$3,872	39%	$0	$3,872	$0	$10,000	$0	$5,000
1931		Occupational Risk Co-Ordinator Costs	$9,000	$0	0%	$0	$0	$0	$9,000	$0	$9,000
1932		Occ Health & Safety	$6,780	$3,232	48%	$0	$3,232	$0	$6,780	$0	$6,480
1942		Staff Uniforms	$2,000	$4,974	249%	$0	$4,974	$0	$2,000	$0	$4,067
1952		Admin Staff Costs	$14,600	$15,998	110%	$0	$15,998	$0	$14,600	$0	$14,600
1957		Office Building Maintenance	$9,138	$11,794	129%	$0	$11,794	$0	$9,138	$0	$15,454
1958		Office - Cleaning & Assoc	$43,375	$40,378	93%	$0	$40,378	$0	$43,375	$0	$52,450
1959		Office - Utility Charges	$14,500	$11,553	80%	$0	$11,553	$0	$14,500	$0	$14,500
1962		Office Gardens & Surrounds-Mtce	$10,520	$7,982	76%	$0	$7,982	$0	$10,520	$0	$8,750
1972		Admin Printing & Stationery	$28,900	$29,259	101%	$0	$29,259	$0	$28,900	$0	$28,900
1982		Telephone & Internet	$27,715	$24,318	88%	$0	$24,318	$0	$27,715	$0	$26,820
2002		Office Equip Maint	$1,000	$0	0%	$0	$0	$0	$1,000	$0	$1,000
2004		Office - Insurance.	$40,699	$38,296	94%	$0	$38,296	$0	$40,699	$0	$38,296
2006		Donations CEO discretion	$1,000	$500	50%	$0	$500	$0	$1,000	$0	$1,000
2008		Donations - Council	$1,000	$95	10%	$0	$95	$0	$1,000	$0	$1,000
2012		Non Capital Purchases	$2,500	$2,422	97%	$0	$2,422	$0	$2,500	$0	$2,500
2022		Bank Charges	$17,800	$31,390	176%	$0	$31,390	$0	$17,800	$0	$37,256
2032		Postage & Freight	$6,000	$5,940	99%	$0	$5,940	$0	$6,000	$0	$6,000
2042		ICT Computer Support	$124,550	$129,050	104%	$0	$129,050	$0	$124,550	$0	$124,550
1992		ICT Software Licensing Fees	$136,735	$92,968	68%	$0	$92,968	$0	$136,735	$0	$144,415
2043		ICT Website Subscription & Upgrade	$16,140	$614	4%	$0	$614	$0	$16,140	$0	$1,000
2044		ICT Hardware Purchases (<$5,000)	$3,000	$1,023	34%	$0	$1,023	$0	$3,000	$0	$3,000
2052		Admin Vehicle Expenses	$34,500	$15,277	44%	$0	$15,277	$0	$34,500	$0	$19,057
2062		Admin Legal Expenses	$20,000	$36,487	182%	$0	$36,487	$0	$20,000	$0	$40,000
2274		HR/IR Consultants	$5,000	$10,073	201%	$0	$10,073	$0	$5,000	$0	$20,000
2277		Finance Consultants	$74,400	$96,247	129%	$0	$96,247	$0	$74,400	$0	$97,500
2275		Records Management	$5,880	$54	1%	$0	$54	$0	$5,880	$0	$6,050
2278		Security Monitoring	$1,430	$1,484	104%	$0	$1,484	$0	$1,430	$0	$1,722
2092		Mis Expense - Admin	$4,540	$1,201	26%	$0	$1,201	$0	$4,540	$0	$5,104
2102		Admin - Novated Lease Expenses	$19,605	$19,602	100%	$0	$19,602	$0	$19,605	$0	$21,110
2172		Less Admin Non Cash Realloc	($114,190)	($97,509)	85%	$0	($97,509)	$0	($114,190)	$0	($114,190)
2182		Less Admin Cash Exp Realloc	($1,993,259)	($1,651,619)	83%	$0	($1,651,619)	$0	($1,993,259)	$0	($1,832,273)
		Sub Total - GOVERNANCE - GENERAL OP/EXP	$19,605	$164,917		$0	$164,917	$0	$19,605	$0	$21,110

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		OPERATING INCOME									
2053		Sundry Misc Income - Admin	($300)	($4,137)	1379%	($4,137)	$0	($300)	$0	($2,300)	$0
2083		Police Licensing Commissions	($40,000)	($26,469)	66%	($26,469)	$0	($40,000)	$0	($40,000)	$0
2113		Admin - Novated Lease Contributions	($19,605)	($19,601)		($19,601)	$0	($19,605)	$0	($21,110)	$0
2143		Photocopying Fees	($20)	($35)	175%	($35)	$0	($20)	$0	($20)	$0
		Sub Total - GOVERNANCE - GENERAL OP/INC	($59,925)	($50,242)		($50,242)	$0	($59,925)	$0	($63,430)	$0
		Total - GOVERNANCE - GENERAL	($40,320)	$114,675		($50,242)	$164,917	($59,925)	$19,605	($63,430)	$21,110
		Total - GOVERNANCE	**$799,668**	**$725,341**		**($50,242)**	**$775,583**	**($59,925)**	**$859,593**	**($63,430)**	**$816,466**

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		LAW ORDER & PUBLIC SAFETY									
		FIRE PREVENTION									
		OPERATING EXPENDITURE									
2272		Emergency Operating Expenses	$7,500	$13,319	178%	$0	$13,319	$0	$7,500	$0	$8,655
2271		Emergency Operations Room - Storage	$0	$0	0%	$0	$0	$0	$0	$0	$0
2281		Community Emergency Services Manager	$20,000	$17,297	86%	$0	$17,297	$0	$20,000	$0	$20,000
2292		Fire Hazard Reduction	$15,763	$26,470	168%	$0	$26,470	$0	$15,763	$0	$38,801
2302		Ground & Aerial Inspections	$4,600	$0	0%	$0	$0	$0	$4,600	$0	$0
2322		Administration Costs	$5,400	$789	15%	$0	$789	$0	$5,400	$0	$5,400
2342		Fire Fighting - Shire Resources	$4,424	$2,086	47%	$0	$2,086	$0	$4,424	$0	$4,008
2362		Bushfire Mitigation Expenses	$0	$0	0%	$0	$0	$0	$0	$0	$45,500
2372		Brigade Expenses	$89,570	$92,381	103%	$0	$92,381	$0	$89,570	$0	$88,570
2294		BRPC - Superannuation	$0	$0	0%	$0	$0	$0	$0	$0	$0
2382		Administration Allocated - Cash	$59,798	$49,549	83%	$0	$49,549	$0	$59,798	$0	$59,798
2442		Administration Allocated - Non-Cash	$1,142	$975	85%	$0	$975	$0	$1,142	$0	$1,142
2443		Interest on Loan - Bushfire	$24,905	$24,905	100%	$0	$24,905	$0	$24,905	$0	$24,905
2444		Govt Guarantee Fee - Loan 150 Expense	$1,680	$1,340		$0	$1,340	$0	$1,680	$0	$2,290
004D		Buildings Depreciation	$41,250	$35,775	87%	$0	$35,775	$0	$41,250	$0	$41,250
		Sub Total - FIRE PREVENTION OP/EXP	$276,032	$279,124		$0	$279,124	$0	$276,032	$0	$340,319
		OPERATING INCOME									
2363		Fines & Penalties	($2,000)	($1,092)	55%	($1,092)	$0	($2,000)	$0	($500)	$0
2383		Sale of Fire Maps	($50)	($205)	409%	($205)	$0	($50)	$0	($127)	$0
2393		Sundry Misc income - Fire	($3,200)	($29,878)	934%	($29,878)	$0	($3,200)	$0	($4,323)	$0
2373		ESL Levy Funding	($75,000)	($72,289)	96%	($72,289)	$0	($75,000)	$0	($72,288)	$0
2343		Operating Grant Income	$0	$0	0%	$0	$0	$0	$0	($22,750)	$0
2463		BRMC - Grant Income	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - FIRE PREVENTION OP/INC	($80,250)	($103,463)		($103,463)	$0	($80,250)	$0	($99,988)	$0
		Total - FIRE PREVENTION	$195,782	$175,662		($103,463)	$279,124	($80,250)	$276,032	($99,988)	$340,319

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		ANIMAL CONTROL									
		OPERATING EXPENDITURE									
2492		Salaries	$0	$21,803	0%	$0	$21,803	$0	$0	$0	$0
2522		Superannuation	$0	$0	0%	$0	$0	$0	$0	$0	$0
2532		Other Employment Costs	$4,031	$4,105	102%	$0	$4,105	$0	$4,031	$0	$5,300
2542		Conference & Training	$1,500	$0	0%	$0	$0	$0	$1,500	$0	$0
2552		Ranger Vehicle	$0	$2,588	0%	$0	$2,588	$0	$0	$0	$2,500
2562		Dog Control Expenses	$3,195	$750	23%	$0	$750	$0	$3,195	$0	$3,197
2572		Dog Pound Expenses	$2,600	$439	17%	$0	$439	$0	$2,600	$0	$2,600
2573		Contract Ranger Expenses	$24,000	$23,893	100%	$0	$23,893	$0	$24,000	$0	$44,000
2582		Other Animal Control	$500	$516	103%	$0	$516	$0	$500	$0	$500
2583		Cat Control Expenses	$660	$709	107%	$0	$709	$0	$660	$0	$660
2584		Cat Pound Expenses	$600	$329	55%	$0	$329	$0	$600	$0	$600
2602		Administration Allocated - Cash	$59,798	$16,516	28%	$0	$16,516	$0	$59,798	$0	$59,798
2612		Administration Allocated - Non-Cash	$1,142	$975	85%	$0	$975	$0	$1,142	$0	$1,142
005D		Depreciation Buildings - Animal Control	$450	$1,942	431%	$0	$1,942	$0	$450	$0	$450
		Sub Total - ANIMAL CONTROL OP/EXP	$98,476	$74,564		$0	$74,564	$0	$98,476	$0	$120,747
		OPERATING INCOME									
2633		Ranger Income	($20,000)	($400)	2%	($400)	$0	($20,000)	$0	$0	$0
2653		Fines & Penalties - Dog Act	($230)	($701)	305%	($701)	$0	($230)	$0	($497)	$0
2654		Fines & Penalties - Cat Act	($250)	$0	0%	$0	$0	($250)	$0	$0	$0
2663		Impounding Fees - Dogs	($350)	($1,110)	317%	($1,110)	$0	($350)	$0	($1,000)	$0
2664		Impounding Fees - Cats	$0	$0	0%	$0	$0	$0	$0	$0	$0
2673		Dog Registrations	($3,500)	($3,311)	95%	($3,311)	$0	($3,500)	$0	($2,800)	$0
2674		Cat Registrations	($500)	($525)	105%	($525)	$0	($500)	$0	($500)	$0
		Sub Total - ANIMAL CONTROL OP/INC	($24,830)	($6,047)		($6,047)	$0	($24,830)	$0	($4,797)	$0
		Total - ANIMAL CONTROL	$73,646	$68,518		($6,047)	$74,564	($24,830)	$98,476	($4,797)	$120,747

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		OTHER LAW ORDER & PUBLIC SAFETY									
		OPERATING EXPENDITURE									
2832		Vehicle Impounding	$1,500	$490	33%	$0	$490	$0	$1,500	$0	$1,500
2862		Local Law review	$6,000	$0	0%	$0	$0	$0	$6,000	$0	$3,000
		Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP	$7,500	$490		$0	$490	$0	$7,500	$0	$4,500
		OPERATING INCOME									
2863		Income - Misc Other Law & Order	$0	($200)	0%	($200)	$0	$0	$0	$0	$0
2823		Non-Opertating Grant income	($135,335)	$0	0%	$0	$0	($135,335)	$0	($135,335)	$0
		Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC	($135,335)	($200)		($200)	$0	($135,335)	$0	($135,335)	$0
		Total - OTHER LAW ORDER PUBLIC SAFETY	($127,835)	$290		($200)	$490	($135,335)	$7,500	($135,335)	$4,500
		Total - LAW ORDER & PUBLIC SAFETY	**$141,593**	**$244,469**		**($109,709)**	**$354,179**	**($240,415)**	**$382,008**	**($240,120)**	**$465,566**

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		HEALTH									
		HEALTH ADMINISTRATION & INSPECTION									
		OPERATING EXPENDITURE									
3102		Health Salaries	$0	$10,850	0%	$0	$10,850	$0	$0	$0	$10,850
3132		Superannuation	$0	$15,787	0%	$0	$15,787	$0	$0	$0	$10,189
3142		Fringe Benefits Tax	$12,000	$14,390	120%	$0	$14,390	$0	$12,000	$0	$0
3152		Conferences & Training	$0	$0	0%	$0	$0	$0	$0	$0	$0
3162		Health - Other Employment Costs	$27,281	$2,851	10%	$0	$2,851	$0	$27,281	$0	$20,723
3164		Health - Contractors	$45,000	$16,880	38%	$0	$16,880	$0	$45,000	$0	$30,000
3212		Admin Allocation to HIA - Cash	$59,798	$16,516	28%	$0	$16,516	$0	$59,798	$0	$59,798
3242		Analytical Expenses	$2,000	$544	27%	$0	$544	$0	$2,000	$0	$2,000
3252		Administration Allocated - Non-cash	$1,713	$1,463	85%	$0	$1,463	$0	$1,713	$0	$1,713
		Sub Total - HEALTH ADMIN & INSPECTION OP/EXP	$147,792	$79,281		$0	$79,281	$0	$147,792	$0	$135,273
		OPERATING INCOME									
3223		Health Act fees, Licences	($1,200)	($2,554)	213%	($2,554)	$0	($1,200)	$0	($2,118)	$0
3233		Septic Tank Inspection Fees	($200)	($236)	118%	($236)	$0	($200)	$0	($200)	$0
3253		Health Other income	$0	$0	0%	$0	$0	$0	$0	$0	$0
3283		Health Consultancy Income - Resource Sharing	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - HEALTH ADMIN & INSPECTION OP/INC	($1,400)	($2,790)		($2,790)	$0	($1,400)	$0	($2,318)	$0
		Total - HEALTH ADMIN & INSPECTION	$146,392	$76,491		($2,790)	$79,281	($1,400)	$147,792	($2,318)	$135,273

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		OTHER HEALTH									
		OPERATING EXPENDITURE									
3362		Doctor's Surgery Maint	$0	$0	0%	$0	$0	$0	$0	$0	$0
3360		Doctor Services Expenses	$250,000	$250,000	100%	$0	$250,000	$0	$250,000	$0	$250,000
3361		Interest Paid on Loans	$1,800	$1,800	100%	$0	$1,800	$0	$1,800	$0	$1,800
3368		Loan Guarantee Fee	$520	$740	142%	$0	$740	$0	$520	$0	$520
009D		Depreciation Buildings	$17,875	$22,299	125%	$0	$22,299	$0	$17,875	$0	$17,875
		Sub Total - OTHER HEALTH OP/EXP	$270,195	$274,840		$0	$274,840	$0	$270,195	$0	$270,195
		OPERATING INCOME									
		Sub Total - OTHER HEALTH OP/INC	$0	$0		$0	$0	$0	$0	$0	$0
		Total - OTHER HEALTH	$270,195	$274,840		$0	$274,840	$0	$270,195	$0	$270,195
		Total - HEALTH	**$416,587**	**$351,331**		**($2,790)**	**$354,121**	**($1,400)**	**$417,987**	**($2,318)**	**$405,468**

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		EDUCATION & WELFARE									
		EDUCATION									
		OPERATING EXPENDITURE									
3455		Play in the Park	$2,500	$0	0%	$0	$0	$0	$2,500	$0	$1,750
3452		Smart Start Expenses	$2,860	$2,860	100%	$0	$2,860	$0	$2,860	$0	$2,860
		Sub Total - EDUCATION OP/EXP	$5,360	$2,860		$0	$2,860	$0	$5,360	$0	$4,610
		OPERATING INCOME									
		Sub Total-EDUCATION OP/INC	$0	$0		$0	$0	$0	$0	$0	$0
		Total - EDUCATION	$5,360	$2,860		$0	$2,860	$0	$5,360	$0	$4,610
		PRE-SCHOOL/OTHER EDUCATION									
		OPERATING EXPENDITURE									
3462		Child Care Centre - Building Maint	$4,369	$3,016	69%	$0	$3,016	$0	$4,369	$0	$4,245
3464		Child Care Centre - Grounds Maint	$1,000	$0	0%	$0	$0	$0	$1,000	$0	$0
3477		Kindy Café	$15,200	$10,819	71%	$0	$10,819	$0	$15,200	$0	$14,700
3472		Playgroup/Toy Library - Building Maint	$5,536	$6,167	111%	$0	$6,167	$0	$5,536	$0	$5,356
3474		Playgroup/Toy Library - Grounds Maint	$5,215	$638	12%	$0	$638	$0	$5,215	$0	$3,965
3478		SPARK - Expenditure	$3,000	$1,806	60%	$0	$1,806	$0	$3,000	$0	$3,000
006D		DEPRECIATION (SCH 8)	$21,190	$19,240	91%	$0	$19,240	$0	$21,190	$0	$21,190
		Sub Total - OTHER EDUCATION OP/EXP	$55,510	$41,685		$0	$41,685	$0	$55,510	$0	$52,456
		OPERATING INCOME									
3463		Occasional Care Rent	($2,496)	($2,710)	109%	($2,710)	$0	($2,496)	$0	($2,496)	$0
3465		Grant - Kindy Café	($20,000)	($14,989)	75%	($14,989)	$0	($20,000)	$0	($7,820)	$0
3473		Playgroup/Toy Library Fees	$0	($182)	0%	($182)	$0	$0	$0	$0	$0
3475		SPARK - Income	($3,000)	($3,740)	125%	($3,740)	$0	($3,000)	$0	($2,340)	$0
3483		LR&CIP Grant - Old School Roof	($50,000)	$0	0%	$0	$0	($50,000)	$0	($50,000)	$0
		Sub Total - OTHER EDUCATION OP/INC	($75,496)	($21,621)		($21,621)	$0	($75,496)	$0	($62,656)	$0
		Total - OTHER EDUCATION	($19,986)	$20,065		($21,621)	$41,685	($75,496)	$55,510	($62,656)	$52,456
		Total - EDUCATION & WELFARE	**($14,626)**	**$22,925**		**($21,621)**	**$44,545**	**($75,496)**	**$60,870**	**($62,656)**	**$57,066**

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		HOUSING									
		SPRING HAVEN HOUSING									
3752		Spring Haven Salaries	$446,760	$722,353	162%	$0	$722,353	$0	$446,760	$0	$777,841
3742		Spring Haven - FBT Expenses	$5,071	$0	0%	$0	$0	$0	$5,071	$0	$0
3772		Spring Haven Superannuation	$143,775	$68,279	47%	$0	$68,279	$0	$143,775	$0	$168,279
3782		Conferences & Training	$3,500	$1,685	48%	$0	$1,685	$0	$3,500	$0	$1,685
3792		Uniforms & Protective Clothing	$1,250	$441	35%	$0	$441	$0	$1,250	$0	$441
3802		Recruitment Expenses	$350	$3,204	915%	$0	$3,204	$0	$350	$0	$3,059
3821		Spring H - Staff Housing Subsidy	$0	$0	0%	$0	$0	$0	$0	$0	$0
3822		Vehicle Expenses	$1,750	$1,134	65%	$0	$1,134	$0	$1,750	$0	$1,134
3842		Spring Haven Telephone	$3,000	$4,510	150%	$0	$4,510	$0	$3,000	$0	$2,590
3862		Subscriptions	$5,945	$2,510	42%	$0	$2,510	$0	$5,945	$0	$2,510
3872		Postage & Freight	$355	$713	201%	$0	$713	$0	$355	$0	$713
3882		Minor Office Expenses/Stationery	$350	$72	21%	$0	$72	$0	$350	$0	$72
3892		Office Equipment Maintenance	$500	$0	0%	$0	$0	$0	$500	$0	$0
3893		Software Operating	$3,315	$1,908	58%	$0	$1,908	$0	$3,315	$0	$1,908
3902		Spring Haven Building Operating Expenses	$27,702	$35,757	129%	$0	$35,757	$0	$27,702	$0	$48,366
3903		Spring Haven Building Maint (Unforseen)	$3,400	$17,891	526%	$0	$17,891	$0	$3,400	$0	$20,648
3904		Spring Haven Grounds Maint	$22,775	$4,897	22%	$0	$4,897	$0	$22,775	$0	$13,975
3906		Springhaven Building Non Cap	$0	$0	0%	$0	$0	$0	$0	$0	$0
3908		Spring H - Security	$3,500	$0	0%	$0	$0	$0	$3,500	$0	$0
3912		Medical/Pharmaceutical Services	$16,500	$19,493	118%	$0	$19,493	$0	$16,500	$0	$19,493
3913		Allied Health	$12,725	$14,000	110%	$0	$14,000	$0	$12,725	$0	$14,000
3914		Utilities	$12,873	$20,745	161%	$0	$20,745	$0	$12,873	$0	$21,436
3915		Refund of Interest on Depost Principal	$0	$14,110	0%	$0	$14,110	$0	$0	$0	$14,110
3812		Spring H - Workers Comp/Journey Ins	$11,285	$57,477	509%	$0	$57,477	$0	$11,285	$0	$57,477
3916		Insurance	$6,595	$22,733	345%	$0	$22,733	$0	$6,595	$0	$17,787
3922		Cleaning & Laundry	$10,300	$3,004	29%	$0	$3,004	$0	$10,300	$0	$3,133
3924		SPRING H - CLEANING & LAUNDRY	$0	$64	0%	$0	$64	$0	$0	$0	$64
3932		Non-Capital Equiment Expenses	$2,375	$2,419	102%	$0	$2,419	$0	$2,375	$0	$2,419
3942		Meals & Refreshments	$30,230	$36,159	120%	$0	$36,159	$0	$30,230	$0	$36,159
3952		Residents Activities	$750	$2,020	269%	$0	$2,020	$0	$750	$0	$750
3962		Public Liability Insurance	$8,840	$8,839	100%	$0	$8,839	$0	$8,840	$0	$8,839
3974		Spring Haven Aged Care Consultants	$1,500	$0	0%	$0	$0	$0	$1,500	$0	$0
3928		Spring H - COVID-19 Additional Costs	$1,250	$0	0%	$0	$0	$0	$1,250	$0	$0
3982		Administration Allocated Non-Cash	$5,710	$19,502	342%	$0	$19,502	$0	$5,710	$0	$5,710
3992		Administration Allocated - Cash	$99,663	$247,743	249%	$0	$247,743	$0	$99,663	$0	$99,663
010A		A/L ACCRUAL Spring. (SCH 9)	$0	$64,438	0%	$0	$64,438	$0	$0	$0	$64,438
010L		LSL ACCRUAL Spring (SCH 9)	$0	$63,194	0%	$0	$63,194	$0	$0	$0	$53,481
012D		Spring Haven Depreciation	$42,309	$145,522	344%	$0	$145,522	$0	$42,309	$0	$68,656
013D		Spring Haven Depreciation	$3,333	$12,392	372%	$0	$12,392	$0	$3,333	$0	$5,580
		Sub Total - SPRING HAVEN HOUSING OP/EXP	$939,535	$1,619,209		$0	$1,619,209	$0	$939,535	$0	$1,536,416

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		OPERATING INCOME									
4003		Spring Haven Resident Rent	($150,000)	($183,666)	122%	($183,666)	$0	($150,000)	$0	($187,326)	$0
4013		Spring Haven - Personal Care Grant Subsidy	($500,000)	($598,318)	120%	($598,318)	$0	($500,000)	$0	($604,604)	$0
1395		INTEREST ON UNPAID BONDS	($12,540)	($4,841)	39%	($4,841)	$0	($12,540)	$0	($4,841)	$0
4043		Spring H - Grant - COVID-19 Payment	$0	$0	0%	$0	$0	$0	$0	$0	$0
4143		Miscellaneous Income	($129,000)	$0	0%	$0	$0	($129,000)	$0	$0	$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	$0	$0
4303		Spring H - Grant - Security	$0	$0	0%	$0	$0	$0	$0	$0	$0
022P		Spring H - Profit on Sale of Assets	$0	($71,000)		($71,000)	$0	$0	$0	($71,000)	$0
		Sub Total - SPRING HAVEN HOUSING OP/INC	($794,540)	($857,824)		($857,824)	$0	($794,540)	$0	($867,771)	$0
		Total - SPRING HAVEN HOUSING	$144,995	$761,384		($857,824)	$1,619,209	($794,540)	$939,535	($867,771)	$1,536,416

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		STAFF HOUSING									
		OPERATING EXPENDITURE									
3768		Staff Housing Building Maintenance	$15,950	$19,361	121%	$0	$19,361	$0	$15,950	$0	$23,182
3769		Staff Housing - Operating Expenses	$41,686	$40,274	97%	$0	$40,274	$0	$41,686	$0	$39,036
3764		Staff Housing - Ground Maint. Various	$12,700	$24,112	190%	$0	$24,112	$0	$12,700	$0	$13,960
3770		Loan Guarantee Fee L135 & L140	$7,620	$6,421	84%	$0	$6,421	$0	$7,620	$0	$7,620
3771		Staff Housing Loan Interest	$25,696	$25,760	100%	$0	$25,760	$0	$25,696	$0	$25,696
011D		Housing Depreciation	$95,520	$102,136	107%	$0	$102,136	$0	$95,520	$0	$95,520
		Sub Total - STAFF HOUSING OP/EXP	$199,172	$218,064		$0	$218,064	$0	$199,172	$0	$205,014
		OPERATING INCOME									
3703		Residential Rent - Staff	($46,904)	($24,648)	53%	($24,648)	$0	($46,904)	$0	($16,985)	$0
		Sub Total - STAFF HOUSING OP/INC	($46,904)	($24,648)		($24,648)	$0	($46,904)	$0	($16,985)	$0
		Total - STAFF HOUSING	$152,268	$193,415		($24,648)	$218,064	($46,904)	$199,172	($16,985)	$205,014

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		HOUSING OTHER									
		OPERATING EXPENDITURE									
4062		Loton Close ILU's Building Maint	$13,974	$12,794	92%	$0	$12,794	$0	$13,974	$0	$15,307
4064		Loton Close ILU's Grounds Maint	$12,380	$6,615	53%	$0	$6,615	$0	$12,380	$0	$10,780
4065		Loton Close ILU's Utilities	$34,980	$33,238	95%	$0	$33,238	$0	$34,980	$0	$31,650
4066		Loton Close ILU's Insurance	$9,515	$8,187	86%	$0	$8,187	$0	$9,515	$0	$9,515
4202		J Sullivan Units Building Maintenance	$14,637	$18,123	124%	$0	$18,123	$0	$14,637	$0	$14,975
4204		J Sullivan Units Grounds Maintenance	$17,800	$788	4%	$0	$788	$0	$17,800	$0	$13,350
4205		J Sullivan Units Utilities	$10,745	$10,521	98%	$0	$10,521	$0	$10,745	$0	$10,745
4206		J Sullivan Units Insurance	$2,205	$2,243	102%	$0	$2,243	$0	$2,205	$0	$2,205
4254		Interest Paid on Loans	$11,067	$10,803	98%	$0	$10,803	$0	$11,067	$0	$11,067
4255		Loan Guarantee Fee (Housing Other)	$5,380	$5,438	101%	$0	$5,438	$0	$5,380	$0	$5,438
4232		Bagg Street Units Operating	$6,729	$6,152	91%	$0	$6,152	$0	$6,729	$0	$6,729
4256		GROH - Building Maintenance	$10,061	$11,511	114%	$0	$11,511	$0	$10,061	$0	$10,965
		Sub Total - HOUSING OTHER OP/EXP	$149,473	$126,414		$0	$126,414	$0	$149,473	$0	$142,726
		OPERATING INCOME									
4083		Loton Close ILU's Rent	($166,920)	($184,181)	110%	($184,181)	$0	($166,920)	$0	($175,000)	$0
4103		Loton Close ILU's - Power Recoups	($15,000)	($13,441)	90%	($13,441)	$0	($15,000)	$0	($15,000)	$0
4203		J Sullivan Units - Rent	($37,000)	($38,864)	105%	($38,864)	$0	($37,000)	$0	($37,000)	$0
4243		GROH - Rent	($125,000)	($145,223)	116%	($145,223)	$0	($125,000)	$0	($130,000)	$0
		Sub Total - HOUSING OTHER OP/INC	($343,920)	($381,709)		($381,709)	$0	($343,920)	$0	($357,000)	$0
		Total - HOUSING OTHER	($194,447)	($255,295)		($381,709)	$126,414	($343,920)	$149,473	($357,000)	$142,726
		Total - HOUSING	**$102,816**	**$699,505**		**($1,264,182)**	**$1,963,687**	**($1,185,364)**	**$1,288,180**	**($1,241,756)**	**$1,884,156**

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		COMMUNITY AMENITIES									
		SANITATION - HOUSEHOLD REFUSE									
		OPERATING EXPENDITURE									
5022		Refuse Collection - Kerbside	$80,080	$75,350	94%	$0	$75,350	$0	$80,080	$0	$80,080
5012		Refuse Site Maintenance	$11,550	$3,052	26%	$0	$3,052	$0	$11,550	$0	$6,450
5013		Refuse Site Rehabilitation	$3,518	$310	9%	$0	$310	$0	$3,518	$0	$3,718
5002		Recycling Depot/Transfer Stn - Contract	$195,385	$182,030	93%	$0	$182,030	$0	$195,385	$0	$196,511
5122		Recycling Collection - Kerbside	$69,370	$67,493	97%	$0	$67,493	$0	$69,370	$0	$69,370
5142		Recycling Education	$700	$0	0%	$0	$0	$0	$700	$0	$700
5123		Waste Management Planning	$0	$0	0%	$0	$0	$0	$0	$0	$0
014D		Depreciation (Sch 10)	$4,405	$4,456	101%	$0	$4,456	$0	$4,405	$0	$4,405
		Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP	$365,008	$332,691		$0	$332,691	$0	$365,008	$0	$361,234
		OPERATING INCOME									
5023		Collection Charges - Kerbside	($284,384)	($298,622)	105%	($298,622)	$0	($284,384)	$0	($285,310)	$0
5033		Recycling/Transfer Station Rental	($2,300)	$0	0%	$0	$0	($2,300)	$0	$0	$0
5183		Sale of Recyclables	($350)	($1,082)	309%	($1,082)	$0	($350)	$0	$0	$0
		Sub Total - SANITATION H/HOLD REFUSE OP/INC	($287,034)	($299,704)		($299,704)	$0	($287,034)	$0	($285,310)	$0
		Total - SANITATION HOUSEHOLD REFUSE	$77,974	$32,987		($299,704)	$332,691	($287,034)	$365,008	($285,310)	$361,234

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		SANITATION OTHER									
		OPERATING EXPENDITURE									
5027		Verge Pick Up - Hard Waste	$30,000	$0	0%	$0	$0	$0	$30,000	$0	$0
5251		Street Bins Collection - Contract	$40,085	$37,816	94%	$0	$37,816	$0	$40,085	$0	$42,300
5252		Street Bins Collection	$315	$0	0%	$0	$0	$0	$315	$0	$315
5262		Repair Street Bins	$200	$0	0%	$0	$0	$0	$200	$0	$200
5263		Drum Muster	$5,000	$0	0%	$0	$0	$0	$5,000	$0	$5,000
5264		Transport of Waste & Loader Hire	$71,300	$74,578	105%	$0	$74,578	$0	$71,300	$0	$71,300
5265		Bulk Bin Hire Expenses	$2,780	$0	0%	$0	$0	$0	$2,780	$0	$2,780
5266		Bulk Bin Removal Expenses	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - SANITATION OTHER OP/EXP	$149,680	$112,394		$0	$112,394	$0	$149,680	$0	$121,895
		OPERATING INCOME									
5103		Tip Fees	$0	$0	0%	$0	$0	$0	$0	$0	$0
5303		Litter Infringements	($200)	($500)	250%	($500)	$0	($200)	$0	($500)	$0
5304		Drum Muster Reimbursement Income	($5,000)	$0	0%	$0	$0	($5,000)	$0	($5,000)	$0
		Sub Total - SANITATION OTHER OP/INC	($5,200)	($500)		($500)	$0	($5,200)	$0	($5,500)	$0
		Total - SANITATION OTHER	$144,480	$111,894		($500)	$112,394	($5,200)	$149,680	($5,500)	$121,895

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		SEWERAGE									
		OPERATING EXPENDITURE									
5090		Liquid Waste Pond - Maintenance	$1,370	$1,086	79%	$0	$1,086	$0	$1,370	$0	$1,370
		Sub Total - SEWERAGE OP/EXP	$1,370	$1,086		$0	$1,086	$0	$1,370	$0	$1,370
		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	$1,370	$1,086		$0	$1,086	$0	$1,370	$0	$1,370

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		PROTECTION OF THE ENVIRONMENT									
		OPERATING EXPENDITURE									
5619		Southern Dirt Contribution	$15,000	$0	0%	$0	$0	$0	$15,000	$0	$15,000
5612		NRM Office Expenses	$300	$0	0%	$0	$0	$0	$300	$0	$300
5616		NRM - Salaries & Wages/Consultancy Fees	$7,300	$900	12%	$0	$900	$0	$7,300	$0	$5,350
5601		NRM Vehicle Costs	$730	$0	0%	$0	$0	$0	$730	$0	$730
5681		Noxious Weeds	$4,122	$4,682	114%	$0	$4,682	$0	$4,122	$0	$4,980
5684		Landcare Publications	$500	$0	0%	$0	$0	$0	$500	$0	$500
5686		NRM - Enviromental Reserve M'ment	$14,065	$13,236	94%	$0	$13,236	$0	$14,065	$0	$17,565
5687		Reserve Clean Up	$22,930	$16,448	72%	$0	$16,448	$0	$22,930	$0	$22,865
5722		NRM - State NRM Grant Expenditure	$7,059	$0	0%	$0	$0	$0	$7,059	$0	$7,059
5723		NRM - Myrtle Benn/Rob. Rd Reveg Plan	$10,000	$0	0%	$0	$0	$0	$10,000	$0	$10,000
5734		NRM - Future Drought Fund Grant Exp.	$0	$0	0%	$0	$0	$0	$0	$0	$0
5752		Administration Allocation Cash	$19,933	$33,032	166%	$0	$33,032	$0	$19,933	$0	$19,933
5742		Administration Allocation Non-Cash	$2,855	$2,438	85%	$0	$2,438	$0	$2,855	$0	$2,855
		Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP	$104,794	$70,736		$0	$70,736	$0	$104,794	$0	$107,137
		OPERATING INCOME									
5603		NRM Grants	$0	$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	$104,794	$70,736		$0	$70,736	$0	$104,794	$0	$107,137

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		TOWN PLANNING AND REGIONAL DEVELOPMENT									
		OPERATING EXPENDITURE									
5842		Town Planning Expenses	$30,000	$23,072	77%	$0	$23,072	$0	$30,000	$0	$25,000
5922		TPS Review	$25,000	$10,000	40%	$0	$10,000	$0	$25,000	$0	$20,000
5923		Town Planning Consultants	$0	$0	0%	$0	$0	$0	$0	$0	$0
5962		Administration Allocated Cash	$59,798	$16,516	28%	$0	$16,516	$0	$59,798	$0	$59,798
5832		Administration Allocated Non-Cash	$1,142	$975	85%	$0	$975	$0	$1,142	$0	$1,142
		Sub Total - TOWN PLAN & REG DEV OP/EXP	$115,940	$50,563		$0	$50,563	$0	$115,940	$0	$105,940
		OPERATING INCOME									
5973		Planning Fees	($4,500)	($7,871)	175%	($7,871)	$0	($4,500)	$0	($4,500)	$0
		Sub Total - TOWN PLAN & REG DEV OP/INC	($4,500)	($7,871)		($7,871)	$0	($4,500)	$0	($4,500)	$0
		Total - TOWN PLANNING & REGIONAL DEVELOPMENT	$111,440	$42,691		($7,871)	$50,563	($4,500)	$115,940	($4,500)	$105,940

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		COMMUNITY AMENITIES - CEMETERIES									
		OPERATING EXPENDITURE									
5999		Cemetery Digital Database	$800	$1,124	140%	$0	$1,124	$0	$800	$0	$800
6001		Cemetery - Grave Digging	$39,242	$50,590	129%	$0	$50,590	$0	$39,242	$0	$39,242
6006		Kojonup Cemetery - Niche Wall Maint	$2,362	$347	15%	$0	$347	$0	$2,362	$0	$1,912
6002		Kojonup Cemetery - Grounds Maint	$19,028	$17,296	91%	$0	$17,296	$0	$19,028	$0	$18,528
6000		Kojonup Cemetery - Trees	$2,480	$207	8%	$0	$207	$0	$2,480	$0	$2,130
6012		Boscabel Cemetery - Grounds Maint	$712	$0	0%	$0	$0	$0	$712	$0	$712
6014		Muradup Cemetery - Grounds Maintenance	$7,926	$4,194	53%	$0	$4,194	$0	$7,926	$0	$7,126
015D		Community Amenities Buildings Depreciation	$38,868	$47,344	122%	$0	$47,344	$0	$38,868	$0	$38,868
		Sub Total - COMMUNITY AMEN - CEMETERIES OP/EXP	$111,418	$121,101		$0	$121,101	$0	$111,418	$0	$109,318
		OPERATING INCOME									
6013		Cemetery Fees (Inc Gst)	($9,900)	($21,445)	217%	($21,445)	$0	($9,900)	$0	($9,900)	$0
6023		Cemetery Fees Licences (Not Inc Gst)	($500)	($4,918)	984%	($4,918)	$0	($500)	$0	($2,178)	$0
		Sub Total - COMMUNITY AMEN - CEMETERIES OP/INC	($10,400)	($26,363)		($26,363)	$0	($10,400)	$0	($12,078)	$0
		Total - COMMUNITY AMENITIES CEMETERIES	$101,018	$94,738		($26,363)	$121,101	($10,400)	$111,418	($12,078)	$109,318

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		COMMUNITY AMENITIES - PUBLIC CONVENIENCES & OTHER									
		OPERATING EXPENDITURE									
6042		Harrison Place Conveniences - Maint	$250	$432	173%	$0	$432	$0	$250	$0	$250
6044		Harrison Place Conveniences - Cleaning	$29,290	$22,865	78%	$0	$22,865	$0	$29,290	$0	$29,291
6024		Curly Wig - Building Maintenance	$0	$0	0%	$0	$0	$0	$0	$0	$0
6034		CWA - Building Maintenance	$2,995	$1,578	53%	$0	$1,578	$0	$2,995	$0	$2,945
6052		Town Street & Park Seating	$2,336	$0	0%	$0	$0	$0	$2,336	$0	$1,836
6054		Townscape Plan	$0	$0	0%	$0	$0	$0	$0	$0	$0
6112		Community Resource Centre / Telecentre	$3,658	$3,261	89%	$0	$3,261	$0	$3,658	$0	$3,658
6132		Community Bus Maintenance	$250	$1,034	414%	$0	$1,034	$0	$250	$0	$250
6142		Administration Allocated Non-Cash	$2,855	$2,438	85%	$0	$2,438	$0	$2,855	$0	$2,855
6152		Administration Allocated Cash	$59,798	$37,161	62%	$0	$37,161	$0	$59,798	$0	$59,798
		Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/EXP	$101,432	$68,769	$10	$0	$68,769	$0	$101,432	$0	$100,883
		OPERATING INCOME									
6133		Community Bus Hire	$0	$0	0%	$0	$0	$0	$0	$0	$0
5998		Proft on Disposal of Asset	$0	($4,521)		($4,521)	$0	$0	$0	$0	$0
		Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/INC	$0	($4,521)	$0	($4,521)	$0	$0	$0	$0	$0
		Total - COMMUNITY AMENITIES PUBLIC CONVEN & OTHER	$101,432	$64,248		($4,521)	$68,769	$0	$101,432	$0	$100,883

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT									
		OPERATING EXPENDITURE									
6064		Men's Shed - Building Maintenance	$1,249	$626	50%	$0	$626	$0	$1,249	$0	$1,234
6172		SMALL GRANT EXPENDITURE	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/EXP	$1,249	$626		$0	$626	$0	$1,249	$0	$1,234
		OPERATING INCOME									
6045		LR&CIP Grant - Mens Shed	($433,053)	($341,980)	79%	($341,980)	$0	($433,053)	$0	($433,053)	$0
6123		Events - Ticket Sales and Misc Revenue	$0	$0	0%	$0	$0	$0	$0	$0	$0
6143		LotteryWest Grant - Mens Shed	$0	$0	0%	$0	$0	$0	$0	$0	$0
6173		SMALL GRANTS	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/INC	($433,053)	($341,980)		($341,980)	$0	($433,053)	$0	($433,053)	$0
		Total - COMMUNITY AMENITIES - COMMUNITY DEVELOPME	($431,804)	($341,354)		($341,980)	$626	($433,053)	$1,249	($433,053)	$1,234
		Total - COMMUNITY AMENITIES	**$210,703**	**$77,027**		**($680,939)**	**$757,967**	**($740,187)**	**$950,890**	**($740,441)**	**$909,011**

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		RECREATION & CULTURE									
		PUBLIC HALL & CIVIC CENTRES									
		OPERATING EXPENDITURE									
6202		Memorial Hall - Cleaning & Operations	$31,595	$37,231	118%	$0	$37,231	$0	$31,595	$0	$29,165
6212		RSL Hall - Cleaning & Operations	$12,292	$4,813	39%	$0	$4,813	$0	$12,292	$0	$9,708
6214		Memorial Hall - Building Maintenance	$9,974	$8,841	89%	$0	$8,841	$0	$9,974	$0	$13,556
6216		Mobrup Hall - Building Expenses	$0	$66	0%	$0	$66	$0	$0	$0	$66
6218		Muradup Hall - Building Expenses	$2,005	$1,646	82%	$0	$1,646	$0	$2,005	$0	$1,881
6219		Qualeup Hall - Building Expenses	$349	$38	11%	$0	$38	$0	$349	$0	$349
6224		Memorial Hall - Grounds Maintenance	$8,170	$8,713	107%	$0	$8,713	$0	$8,170	$0	$6,520
6227		Boscabel Hall - Building Expenses	$784	$808	103%	$0	$808	$0	$784	$0	$616
6232		All Halls - Cutlery & Crockery	$2,000	$0	0%	$0	$0	$0	$2,000	$0	$2,000
6324		RSL Hall - Building Maintenance	$3,160	$2,895	92%	$0	$2,895	$0	$3,160	$0	$3,160
6146		Interest on Loan - Loan 146 & 149	$25,105	$25,105	100%	$0	$25,105	$0	$25,105	$0	$25,105
6147		Loan Guarantee Fee - Loan 146 & 149	$3,800	$4,991	131%	$0	$4,991	$0	$3,800	$0	$3,800
016D		Public Halls Building Depreciation	$63,785	$68,607	108%	$0	$68,607	$0	$63,785	$0	$63,785
		Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP	$163,019	$163,754		$0	$163,754	$0	$163,019	$0	$159,711
		OPERATING INCOME									
6203		Memorial Hall Rentals	($2,800)	($1,491)	53%	($1,491)	$0	($2,800)	$0	($2,800)	$0
6213		RSL Hall Rentals	($640)	($1,294)	202%	($1,294)	$0	($640)	$0	($640)	$0
		Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC	($3,440)	($2,785)		($2,785)	$0	($3,440)	$0	($3,440)	$0
		Total - PUBLIC HALL & CIVIC CENTRES	$159,579	$160,969		($2,785)	$163,754	($3,440)	$163,019	($3,440)	$159,711

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		OTHER RECREATION & SPORT									
		OPERATING EXPENDITURE									
6362		Kojonup Springs Conveniences	$31,533	$24,852	79%	$0	$24,852	$0	$31,533	$0	$30,533
6364		Kojonup Springs Grounds Maintenance	$8,620	$13,881	161%	$0	$13,881	$0	$8,620	$0	$9,435
6372		Apex Park Conveniences - Operating	$66,418	$47,174	71%	$0	$47,174	$0	$66,418	$0	$63,580
6373		Apex Park Conveniences - Building Maint	$4,620	$2,153	47%	$0	$2,153	$0	$4,620	$0	$4,590
6374		Apex Park - Grounds Maint	$67,795	$50,887	75%	$0	$50,887	$0	$67,795	$0	$65,853
6376		Bike Rack		$250			$250				
6382		Railway Reserve Conveniences	$4,925	$2,656	54%	$0	$2,656	$0	$4,925	$0	$4,925
6392		Newstead Park - Grounds Maint	$13,299	$7,088	53%	$0	$7,088	$0	$13,299	$0	$11,999
6394		Railway Reserve Grounds Maint	$16,454	$16,111	98%	$0	$16,111	$0	$16,454	$0	$16,469
6402		Sports Complex - Netball Conveniences	$12,877	$7,824	61%	$0	$7,824	$0	$12,877	$0	$11,792
6403		Sports Complex - Netball Area Maint	$2,218	$3,122	141%	$0	$3,122	$0	$2,218	$0	$2,356
6404		Sports Complex - Grounds Maint	$195,400	$181,241	93%	$0	$181,241	$0	$195,400	$0	$180,200
6408		Sports Complex - Conveniences	$12,263	$5,069	41%	$0	$5,069	$0	$12,263	$0	$10,213
6412		Hillman Park - Grounds Maint	$21,266	$10,325	49%	$0	$10,325	$0	$21,266	$0	$19,416
6414		Sports Complex - Reticulation	$22,090	$16,730	76%	$0	$16,730	$0	$22,090	$0	$22,090
6415		Oval Lighting	$4,300	$4,322	101%	$0	$4,322	$0	$4,300	$0	$4,965
6422		Kojonup Bk (Piesse Park) - Grounds Maint	$13,159	$12,540	95%	$0	$12,540	$0	$13,159	$0	$13,159
6425		Sports Complex - Hockey Club Building	$440	$532	121%	$0	$532	$0	$440	$0	$625
6434		Turkey Nest Dam Maintenance	$18,223	$11,648	64%	$0	$11,648	$0	$18,223	$0	$15,109
6435		Water - Showgrounds Maint	$8,255	$1,372	17%	$0	$1,372	$0	$8,255	$0	$8,255
6444		Muradup Townsite Grounds	$9,909	$3,188	32%	$0	$3,188	$0	$9,909	$0	$8,259
6452		Playground Safety & Minor Upgrades	$3,836	$752	20%	$0	$752	$0	$3,836	$0	$3,486
6454		Kojonup Town Entrances	$6,146	$3,827	62%	$0	$3,827	$0	$6,146	$0	$5,596
6474		Industrial Area Slashing & Spraying	$2,671	$675	25%	$0	$675	$0	$2,671	$0	$2,868
6477		Sports Complex - Utilities & Insurance	$18,375	$20,010	109%	$0	$20,010	$0	$18,375	$0	$18,375
6492		Myrtle Benn Reserve	$3,983	$245	6%	$0	$245	$0	$3,983	$0	$3,383
6494		Sundry Reserves	$22,771	$998	4%	$0	$998	$0	$22,771	$0	$17,321
6496		Kojonup Golf Club Community Grant	$306	$0	0%	$0	$0	$0	$306	$0	$306
6552		Sports Complex - Cleaning	$17,086	$4,748	28%	$0	$4,748	$0	$17,086	$0	$14,386
6554		Sports Complex - Building Maint	$8,136	$10,073	124%	$0	$10,073	$0	$8,136	$0	$8,509
6558		Loan Guaranteee Fee - Loans 136, 142, 143	$9,700	$11,973	123%	$0	$11,973	$0	$9,700	$0	$11,923
6559		Recreation - Interest on Loans	$52,015	$53,483	103%	$0	$53,483	$0	$52,015	$0	$52,015
6592		Skate Park	$765	$682	89%	$0	$682	$0	$765	$0	$765
6792		Admiin Allocation - Cash	$39,865	$32,207	81%	$0	$32,207	$0	$39,865	$0	$39,865
017D		Other Sport Buildings Depreciation	$371,778	$372,837	100%	$0	$372,837	$0	$371,778	$0	$371,778
		Sub Total - OTHER RECREATION & SPORT OP/EXP	$1,091,497	$935,679		$0	$935,679	$0	$1,091,497	$0	$1,054,399

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		OPERATING INCOME									
6513		Contrib-Foot Club Sports Complex	($4,800)	$0	0%	$0	$0	($4,800)	$0	($4,800)	$0
6523		Complex Bldg Fees	($4,000)	($5,768)	144%	($5,768)	$0	($4,000)	$0	($4,000)	$0
6533		Rec Ground Lease Fees	($3,000)	$0	0%	$0	$0	($3,000)	$0	($3,000)	$0
6553		Contribution-Dept Education - Oval	($35,000)	($37,281)	107%	($37,281)	$0	($35,000)	$0	($35,000)	$0
6633		Grant - LR&CI Program	($44,411)	$0	0%	$0	$0	($44,411)	$0	($44,411)	$0
		Sub Total - OTHER RECREATION & SPORT OP/INC	($91,211)	($45,325)		($45,325)	$0	($91,211)	$0	($91,211)	$0
		Total - OTHER RECREATION & SPORT	**$1,000,286**	**$890,355**		**($45,325)**	**$935,679**	**($91,211)**	**$1,091,497**	**($91,211)**	**$1,054,399**

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MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		SWIMMING AREAS & BEACHES									
		OPERATING EXPENDITURE									
6252		Building Maintenance	$6,000	$2,389	40%	$0	$2,389	$0	$6,000	$0	$5,000
6254		Consumables & Minor Expenses	$1,500	$846	56%	$0	$846	$0	$1,500	$0	$1,000
6257		Utilities & Telephone	$33,495	$38,993	116%	$0	$38,993	$0	$33,495	$0	$24,000
6258		Insurance	$12,756	$13,218	104%	$0	$13,218	$0	$12,756	$0	$12,915
6261		Maintenance - Pool Building	$3,420	$2,528	74%	$0	$2,528	$0	$3,420	$0	$5,317
6262		Grounds Maintenance	$5,169	$25,631	496%	$0	$25,631	$0	$5,169	$0	$14,647
6264		Swimmin Pool - Chemicals	$11,600	$7,784	67%	$0	$7,784	$0	$11,600	$0	$11,600
6271		Non-Capital Purchases per 10yr Plan	$1,500	$0	0%	$0	$0	$0	$1,500	$0	$1,500
6272		Equipment Maintenance	$20,980	$26,171	125%	$0	$26,171	$0	$20,980	$0	$20,980
6274		Kiosk - COGS	$3,500	$6,126	175%	$0	$6,126	$0	$3,500	$0	$3,500
6352		Swimming Pool Salaries	$103,806	$89,327	86%	$0	$89,327	$0	$103,806	$0	$103,806
6353		Superannuation	$16,900	$9,240	55%	$0	$9,240	$0	$16,900	$0	$9,500
6354		Conferences & Training	$1,500	$4,148	277%	$0	$4,148	$0	$1,500	$0	$1,869
6356		Staff Housing Subsidy (S/Pool)	$7,000	$0	0%	$0	$0	$0	$7,000	$0	$0
6292		Administration Allocated Cash	$39,865	$16,516	41%	$0	$16,516	$0	$39,865	$0	$39,865
050D		Depreciation Buildings	$54,255	$54,125	100%	$0	$54,125	$0	$54,255	$0	$54,255
		Sub Total - SWIMMING AREAS & BEACHES OP/EXP	$323,246	$297,042		$0	$297,042	$0	$323,246	$0	$309,754
		OPERATING INCOME									
6294		Pool Entry Fees	($7,400)	($4,186)	57%	($4,186)	$0	($7,400)	$0	($4,000)	$0
6295		Pool Kiosk Sales	($6,000)	($7,852)	131%	($7,852)	$0	($6,000)	$0	($6,000)	$0
6296		Pool Daily Entry Fees	($8,000)	($9,179)	115%	($9,179)	$0	($8,000)	$0	($8,000)	$0
		Sub Total - SWIMMING AREAS & BEACHES OP/INC	($21,400)	($21,217)		($21,217)	$0	($21,400)	$0	($18,000)	$0
		Total - SWIMMING AREAS & BEACHES	$301,846	$275,825		($21,217)	$297,042	($21,400)	$323,246	($18,000)	$309,754

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		TV & RADIO BROADCASTING & RETRANSMISSION									
		OPERATING EXPENDITURE									
6752		Television Translator	$77	$37	48%	$0	$37	$0	$77	$0	$37
6772		VHF Repeater Operating/Maintenance	$250	$46	18%	$0	$46	$0	$250	$0	$250
		Sub Total - TV & RADIO RETRANSMISSION OP/EXP	$327	$83		0	$83	$0	$327	$0	$287
		Total - TV & RADIO RETRANSMISSION	$327	$83		**$0**	**$83**	**$0**	**$327**	**$0**	**$287**
		LIBRARIES									
		OPERATING EXPENDITURE									
6812		Library Salaries	$106,613	$75,894	71%	$0	$75,894	$0	$106,613	$0	$89,750
6842		Superannuation	$16,087	$8,949	56%	$0	$8,949	$0	$16,087	$0	$16,087
6852		Emp Insurances (Lib)	$2,836	$4,105	145%	$0	$4,105	$0	$2,836	$0	$4,105
6862		Conference & Training (Lib)	$1,000	$0	0%	$0	$0	$0	$1,000	$0	$1,000
6882		Library Operating Expenses	$8,000	$1,230	15%	$0	$1,230	$0	$8,000	$0	$8,000
6892		Lib Software Licencing	$4,100	$3,820	93%	$0	$3,820	$0	$4,100	$0	$3,820
6902		Library Resource Purchases	$2,000	$905	45%	$0	$905	$0	$2,000	$0	$2,000
6903		Library Regional Activity Plan Contribution	$2,500	$1,834	73%	$0	$1,834	$0	$2,500	$0	$2,500
6942		Administration Allocated Cash	$19,933	$16,516	83%	$0	$16,516	$0	$19,933	$0	$19,933
6952		Administration Allocated Non-Cash	$2,855	$2,438	85%	$0	$2,438	$0	$2,855	$0	$2,855
6982		Seniors Week Grant Expenses	$0	$0	0%	$0	$0	$0	$0	$0	$200
		Sub Total - LIBRARIES OP/EXP	$165,924	$115,692		$0	$115,692	$0	$165,924	$0	$150,250
		OPERATING INCOME									
6963		Library Fines & Penalties - Lost Books	$0	$0	0%	$0	$0	$0	$0	$0	$0
6973		Sundry Income	($20)	($5)	23%	($5)	$0	($20)	$0	($20)	$0
6983		Seniors Week Grant	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - LIBRARIES OP/INC	($20)	($5)		($5)	$0	($20)	$0	($20)	$0
		Total - LIBRARIES	$165,904	$115,687		($5)	$115,692	($20)	$165,924	($20)	$150,250

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		HERITAGE & OTHER CULTURE									
		OPERATING EXPENDITURE									
7012		Historical Soc. Rooms	$125	$193		$0	$193	$0	$125	$0	$125
7022		Old Military Barracks	$2,986	$162	5%	$0	$162	$0	$2,986	$0	$2,986
7024		Old Post Office - Building Maintenance	$4,105	$1,419	35%	$0	$1,419	$0	$4,105	$0	$4,016
7032		Elverd Cottage - Building Mtce	$1,805	$2,194	122%	$0	$2,194	$0	$1,805	$0	$1,793
7034		Elverd Cottage - Ground Maint	$2,525	$5,224	207%	$0	$5,224	$0	$2,525	$0	$2,425
7046		Old Post Office - Grounds Maintenance	$2,024	$469	23%	$0	$469	$0	$2,024	$0	$1,836
7106		Showgrounds - Building Maintenance	$6,235	$5,274	85%	$0	$5,274	$0	$6,235	$0	$6,172
7101		Annual Show - Works Assistance	$13,639	$15,512	114%	$0	$15,512	$0	$13,639	$0	$17,066
7103		Muradup & Jingalup War Memorials	$1,132	$42	4%	$0	$42	$0	$1,132	$0	$1,132
7222		Military Barracks - Ground Maint	$9,600	$2,499	26%	$0	$2,499	$0	$9,600	$0	$7,571
019D		Depreciation Buildings	$19,635	$19,610	100%	$0	$19,610	$0	$19,635	$0	$19,635
		Sub Total - OTHER CULTURE OP/EXP	$63,811	$52,597		$0	$52,597	$0	$63,811	$0	$64,757
		OPERATING INCOME									
		Sub Total - OTHER CULTURE OP/INC	$0	$0		$0	$0	$0	$0	$0	$0
		Total - OTHER CULTURE	$63,811	$52,597		$0	$52,597	$0	$63,811	$0	$64,757
		Total - RECREATION AND CULTURE	**$1,691,753**	**$1,495,516**		**($69,331)**	**$1,564,847**	**($116,071)**	**$1,807,824**	**($112,671)**	**$1,739,158**

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MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE									
		OPERATING EXPENDITURE									
7632		Town Streets - Drainage Mtce	$22,610	$3,531	16%	$0	$3,531	$0	$22,610	$0	$8,140
7652		Road Maintenance	$8,826	$1,889		$0	$1,889	$0	$8,826	$0	$2,550
7662		Bridge Maintenance	$95,792	$52,647	55%	$0	$52,647	$0	$95,792	$0	$89,270
7672		Footpath Maintenance	$17,740	$9,273	52%	$0	$9,273	$0	$17,740	$0	$11,573
7682		Lighting Of Streets	$62,500	$57,691	92%	$0	$57,691	$0	$62,500	$0	$59,500
7692		Depot Maint	$42,715	$35,265	83%	$0	$35,265	$0	$42,715	$0	$39,473
7694		Depot - Grounds & Nursery Maint	$9,000	$24,537	273%	$0	$24,537	$0	$9,000	$0	$24,350
7695		Depot - OHS Minor Items	$1,359	$126	9%	$0	$126	$0	$1,359	$0	$1,359
7704		Depot Cleaning	$42,510	$27,808	65%	$0	$27,808	$0	$42,510	$0	$37,010
RM01		Grading - Winter	$792,260	$1,060,806	134%	$0	$1,060,806	$0	$792,260	$0	$1,218,340
RM03		Drainage Maintenance	$68,400	$210,096	307%	$0	$210,096	$0	$68,400	$0	$184,500
RM04		Bitumen Patching/Repair	$90,520	$139,013	154%	$0	$139,013	$0	$90,520	$0	$135,257
RM05		Guide Post & Signage	$44,600	$129,726	291%	$0	$129,726	$0	$44,600	$0	$102,490
RM06		Roadside Spraying	$37,140	$17,875	48%	$0	$17,875	$0	$37,140	$0	$37,275
RM08		Rural Limb & Tree Removal - Fallen	$39,812	$221,629	557%	$0	$221,629	$0	$39,812	$0	$146,900
RM10		Traffic Counter Transportation	$4,422	$14,306	324%	$0	$14,306	$0	$4,422	$0	$15,950
RM11		Kerb Maintenance	$5,890	$2,403	41%	$0	$2,403	$0	$5,890	$0	$4,840
RM15		Trees Rural Major Works	$82,600	$129,087	156%	$0	$129,087	$0	$82,600	$0	$92,094
RM16		Townsite-Kojonup-Verge Mtce	$55,600	$76,560	138%	$0	$76,560	$0	$55,600	$0	$59,750
RM17		Townsite Trees - General Mtce	$18,070	$6,987	39%	$0	$6,987	$0	$18,070	$0	$5,780
RM18		TOWNSITE TREES - UPGRADE, WATERING etc	$21,030	$1,485	7%	$0	$1,485	$0	$21,030	$0	$1,850
RM19		Townsite Trees - Pruning - Contractor	$12,383	$1,481	12%	$0	$1,481	$0	$12,383	$0	$12,438
RM20		Road Accident Recovery	$1,377	$7,242	526%	$0	$7,242	$0	$1,377	$0	$4,177
RM22		Removal of Street Trees	$8,136	$255	3%	$0	$255	$0	$8,136	$0	$7,886
RM23		Townsite Street Sweeping	$11,000	$7,140	65%	$0	$7,140	$0	$11,000	$0	$11,000
RM24		Carpark Line marking	$5,520	$255	5%	$0	$255	$0	$5,520	$0	$5,520
7701		Blackwood Rd Solar Dam Maintenance	$6,708	$692	10%	$0	$692	$0	$6,708	$0	$3,610
7702		Administration Allocated Cash	$398,652	$330,324	83%	$0	$330,324	$0	$398,652	$0	$274,789
7703		Plant Auction Selling Expenses	$0	$270	0%	$0	$270	$0	$0	$0	$0
020D		Depreciation on Road Assets	$3,571,800	$3,775,450	106%	$0	$3,775,450	$0	$3,571,800	$0	$3,571,800
		Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP	$5,578,972	$6,345,850		$0	$6,345,850	$0	$5,578,972	$0	$6,169,471

SHIRE OF KOJONUP
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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		OPERATING INCOME									
7405		Roads Grants RRG	($1,158,000)	($736,211)	64%	($736,211)	$0	($1,158,000)	$0	($1,158,000)	$0
7323		Grant - LR&CIP	($108,322)	$0	0%	$0	$0	($108,322)	$0	($108,322)	$0
7375		Main Roads WA Direct Grant	($203,791)	($483,682)	237%	($483,682)	$0	($203,791)	$0	($203,791)	$0
7325		Grant - Special Commodity Route Funding	($170,000)	($122,992)	72%	($122,992)	$0	($170,000)	$0	($207,574)	$0
7435		Roads to Recovery - Current Allocation	($761,349)	($212,353)	28%	($212,353)	$0	($761,349)	$0	($562,361)	$0
7465		Government Road Grants - Blackspot Funding	($470,000)	($463,779)	99%	($463,779)	$0	($470,000)	$0	($470,000)	$0
7605		Sale of Small Items	$0	($4,859)	0%	($4,859)	$0	$0	$0	($4,909)	$0
7683		Street Lighting Contribution	($10,000)	($10,761)	108%	($10,761)	$0	($10,000)	$0	($10,000)	$0
		Sub Total - MTCE STREETS ROADS DEPOTS OP/INC	($2,881,462)	($2,034,637)		($2,034,637)	$0	($2,881,462)	$0	($2,724,957)	$0
		Total - MTCE STREETS ROADS DEPOTS	$2,697,510	$4,311,214		($2,034,637)	$6,345,850	($2,881,462)	$5,578,972	($2,724,957)	$6,169,471

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		AERODROMES									
		OPERATING EXPENDITURE									
7762		Airport Building - Maintenance	$4,921	$3,596	73%	$0	$3,596	$0	$4,921	$0	$4,866
7761		Interest on Loan 141 (Airstrip)	$1,721	$1,721	100%	$0	$1,721	$0	$1,721	$0	$1,721
7764		Airport Building - Cleaning	$2,518	$951	38%	$0	$951	$0	$2,518	$0	$2,518
7771		Loan Guarantee Fee (Airstrip)	$675	$810	120%	$0	$810	$0	$675	$0	$810
7772		Airstrip Operations	$50	$46	92%	$0	$46	$0	$50	$0	$50
7774		Airstrip Ground Maintenance	$14,584	$39,762	273%	$0	$39,762	$0	$14,584	$0	$37,500
		Sub Total - AERODROMES OP/EXP	$24,469	$46,887		$0	$46,887	$0	$24,469	$0	$47,465
		OPERATING INCOME									
		Sub Total - AERODROMES OP/INC	$0	$0		$0	$0	$0	$0	$0	$0
		Total - AERODROMES	$24,469	$46,887		$0	$46,887	$0	$24,469	$0	$47,465
		Total - TRANSPORT	**$2,721,979**	**$4,358,101**		**($2,034,637)**	**$6,392,738**	**($2,881,462)**	**$5,603,441**	**($2,724,957)**	**$6,216,936**

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MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		ECONOMIC SERVICES									
		RURAL SERVICES									
		OPERATING EXPENDITURE									
023D		Depreciation (Sch 13)	$4,260	$4,259	100%	$0	$4,259	$0	$4,260	$0	$4,260
8002		Water Standpipes	$36,018	$64,641	179%	$0	$64,641	$0	$36,018	$0	$35,918
8006		Rural Street Addressing	$100	$0	0%	$0	$0	$0	$100	$0	$100
		Sub Total - RURAL SERVICES OP/EXP	$40,378	$68,900		$0	$68,900	$0	$40,378	$0	$40,278
		OPERATING INCOME									
8003		Water Standpipe Charges	($25,000)	($34,489)	138%	($34,489)	$0	($25,000)	$0	($25,000)	$0
8113		Dep't of Water Grant - Water Re-use	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - RURAL SERVICES OP/INC	($25,000)	($34,489)		($34,489)	$0	($25,000)	$0	($25,000)	$0
		Total - RURAL SERVICES	$15,378	$34,411		($34,489)	$68,900	($25,000)	$40,378	($25,000)	$40,278

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		TOURISM AND AREA PROMOTION - KODJA PLACE									
		OPERATING EXPENDITURE									
8302		Salaries (Tour)	$236,998	$273,697	115%	$0	$273,697	$0	$236,998	$0	$265,908
8344		Superannuation - Visitors Centre	$38,129	$38,192	100%	$0	$38,192	$0	$38,129	$0	$38,129
8364		Tour Guide Expenses	$45,805	$798	2%	$0	$798	$0	$45,805	$0	$1,427
8322		Employee Insurances (Tour)	$6,447	$8,211	127%	$0	$8,211	$0	$6,447	$0	$6,447
8342		Conferences & Training	$4,000	$597	15%	$0	$597	$0	$4,000	$0	$4,047
8109		Story Area (Mosaic)	$10,000	$0	0%	$0	$0	$0	$10,000	$0	$10,000
8367		Story Area (Digital)	$10,000	$7,261	73%	$0	$7,261	$0	$10,000	$0	$46,337
8110		Catering	$4,750	$971	20%	$0	$971	$0	$4,750	$0	$4,750
8368		Activity (Educational)	$2,000	$20	1%	$0	$20	$0	$2,000	$0	$2,000
8126		Insurances - Various	$16,582	$15,069	91%	$0	$15,069	$0	$16,582	$0	$15,101
8152		Public Liability Insurance - Kodja Place	$9,725	$9,723	100%	$0	$9,723	$0	$9,725	$0	$9,725
8142		Printing, Stationary & Office Expenses	$11,000	$4,708	43%	$0	$4,708	$0	$11,000	$0	$11,000
8162		Building Maintenance	$4,142	$6,040	146%	$0	$6,040	$0	$4,142	$0	$4,142
8164		Utilities	$26,420	$12,928	49%	$0	$12,928	$0	$26,420	$0	$18,240
8166		Cleaning	$55,970	$43,455	78%	$0	$43,455	$0	$55,970	$0	$55,970
8172		Grounds Maintenance	$18,770	$18,501	99%	$0	$18,501	$0	$18,770	$0	$18,770
8174		Kodja Place Rose Maze Grounds Maint	$45,840	$34,559	75%	$0	$34,559	$0	$45,840	$0	$63,471
8192		Misc Expenses	$5,000	$1,888	38%	$0	$1,888	$0	$5,000	$0	$5,000
8358		Kodja Place Website	$2,000	$0	0%	$0	$0	$0	$2,000	$0	$2,000
8444		Retail Stock - COGS	$50,000	$28,237	56%	$0	$28,237	$0	$50,000	$0	$50,000
8394		Events	$50,000	$18,176	36%	$0	$18,176	$0	$50,000	$0	$50,000
8412		General Administration Allocated Cash	$99,663	$145,343	146%	$0	$145,343	$0	$99,663	$0	$99,663
8422		General Administration Allocated Non-Cash	$2,284	$2,438	107%	$0	$2,438	$0	$2,284	$0	$2,284
022D		Depreciation	$66,650	$66,099	99%	$0	$66,099	$0	$66,650	$0	$66,650
055D		Depreciation	$2,525	$2,520	100%	$0	$2,520	$0	$2,525	$0	$2,525
		Sub Total - TOURISM & AREA PROMOTION KODJA OP/EXP	$824,700	$739,427		$0	$739,427	$0	$824,700	$0	$853,586

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		OPERATING INCOME									
8205		Kodja Place - Visitor Fees	($3,800)	($3,849)	101%	($3,849)	$0	($3,800)	$0	($3,800)	$0
8203		Kodja Place - Hire Fees	($3,500)	($2,336)	67%	($2,336)	$0	($3,500)	$0	($3,500)	$0
8204		Tour Groups	($1,300)	($1,309)	101%	($1,309)	$0	($1,300)	$0	($1,300)	$0
8207		Kodja Place - Activity Fees	($960)	($464)	48%	($464)	$0	($960)	$0	($960)	$0
8193		Sundry Misc Income - Kodja Place	$0	($20)		($20)	$0	$0	$0	$0	$0
8223		Membership Fees & Brochure Racking	($230)	($77)	34%	($77)	$0	($230)	$0	$0	$0
8233		Events	($50,000)	($25,781)	52%	($25,781)	$0	($50,000)	$0	($50,000)	$0
8243		Retail Sales	($68,000)	($57,551)	85%	($57,551)	$0	($68,000)	$0	($68,000)	$0
8263		Sales - Commissions	($4,500)	($7,379)	164%	($7,379)	$0	($4,500)	$0	($4,500)	$0
8333		Operating Grants & Subsidies	$0	($55,718)	0%	($55,718)	$0	$0	$0	($39,380)	$0
8334		Operating Grant for Story Area (Digital)	$0	$0	0%	$0	$0	$0	$0	($15,860)	$0
8283		Contributions & Donations	($800)	($732)	92%	($732)	$0	($800)	$0	($1,018)	$0
8284		RV Fee Income	($2,400)	($2,029)	85%	($2,029)	$0	($2,400)	$0	($2,400)	$0
8285		Trans WA Income	$0	$288	0%	$288	$0	$0	$0	$0	$0
8286		Photocopy Charges	$0	($2)	0%	($2)	$0	$0	$0	$0	$0
8393		Sundry Misc Income - Tourism	$0	($10,990)	0%	($10,990)	$0	$0	$0	($10,990)	$0
		Sub Total - TOURISM & AREA PROMOTION KODJA OP/INC	($135,490)	($167,949)		($167,949)	$0	($135,490)	$0	($201,708)	$0
		Total - TOURISM & AREA PROMOTION KODJA PLACE	$689,210	$571,478		($167,949)	$739,427	($135,490)	$824,700	($201,708)	$853,586

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		TOURISM & AREA PROMOTION OTHER									
		OPERATING EXPENDITURE									
8101		Kojonup Marketing & Promotions	$15,310	$5,719	37%	$0	$5,719	$0	$15,310	$0	$20,919
8107		Great Southern Treasures	$20,000	$22,000	110%	$0	$22,000	$0	$20,000	$0	$22,000
8414		Wool Wagon	$250	$0	0%	$0	$0	$0	$250	$0	$250
8354		Subscriptions, Accreditation, etc.	$2,410	$379	16%	$0	$379	$0	$2,410	$0	$2,414
8374		Australia Day Breakfast	$2,000	$1,482	74%	$0	$1,482	$0	$2,000	$0	$0
8371		EV Charging Station	$0	$776	0%	$0	$776	$0	$0	$0	$800
8432		Railway Station Building Maintenance	$1,950	$773	40%	$0	$773	$0	$1,950	$0	$1,950
8402		Railway Station Building - Operating	$280	$392	140%	$0	$392	$0	$280	$0	$392
8544		Annual Bloom Festival Cash Contribution	$200	$0	0%	$0	$0	$0	$200	$0	$200
029D		Depreciation	$75,220	$87,734	117%	$0	$87,734	$0	$75,220	$0	$75,220
		Sub Total - TOURISM & AREA PROM OTHER OP/EXP	$117,620	$119,255		$0	$119,255	$0	$117,620	$0	$124,145
		OPERATING INCOME									
8494		EV Charging Station	$0	$0	0%	$0	$0	$0	$0	$0	$0
8413		Tourism - Non-Operating Grant Income	($52,411)	$0	0%	$0	$0	($52,411)	$0	($52,411)	$0
		Sub Total - TOURISM & AREA PROM OTHER OP/INC	($52,411)	$0		$0	$0	($52,411)	$0	($52,411)	$0
		Total - TOURISM & AREA PROMOTION OTHER	**$65,209**	**$119,255**		**$0**	**$119,255**	**($52,411)**	**$117,620**	**($52,411)**	**$124,145**

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		TOURISM & AREA PROMOTION - BLACK COCKATOO CAFÉ									
		OPERATING EXPENDITURE									
8502		Café Salaries	$320,833	$374,664	117%	$0	$374,664	$0	$320,833	$0	$408,749
8532		Café Superannuation	$36,404	$40,019	110%	$0	$40,019	$0	$36,404	$0	$45,500
8534		Café Utilities	$28,210	$44,501	158%	$0	$44,501	$0	$28,210	$0	$32,450
8536		Café Insurance	$2,000	$0	0%	$0	$0	$0	$2,000	$0	$2,000
8542		Café Bank Fees	$2,500	$0	0%	$0	$0	$0	$2,500	$0	$2,500
8545		Café Accrued Leave Expenses	$0	$0	0%	$0	$0	$0	$0	$0	$0
8546		Café Minor Equipment & Repairs	$5,000	$2,004	40%	$0	$2,004	$0	$5,000	$0	$5,000
8554		Café Other Minor Expenses	$5,200	$12,926	249%	$0	$12,926	$0	$5,200	$0	$5,200
8555		Café Uniforms & Safety Wear	$1,500	$1,141	76%	$0	$1,141	$0	$1,500	$0	$1,500
8556		Café Telephone & IT	$750	$1,098	146%	$0	$1,098	$0	$750	$0	$750
8557		Café Building Maintenance	$6,610	$10,454	158%	$0	$10,454	$0	$6,610	$0	$7,570
8562		Café Training Expenses	$2,000	$0	0%	$0	$0	$0	$2,000	$0	$0
8564		Café Other Employment Costs	$2,820	$413	15%	$0	$413	$0	$2,820	$0	$2,820
8567		Cost of Goods Sold - Food Supplies Purchased	$272,000	$323,898	119%	$0	$323,898	$0	$272,000	$0	$295,000
		Sub Total - TOURISM & AREA PROM CAFE OP/EXP	$685,827	$811,118		$0	$811,118	$0	$685,827	$0	$809,039
		OPERATING INCOME									
8503		Trading Income	($700,000)	($799,000)	0%	($799,000)	$0	($700,000)	$0	($780,000)	$0
8533		Catering	($15,000)	($3,015)	0%	($3,015)	$0	($15,000)	$0	($690)	$0
		Sub Total - TOURISM & AREA PROM CAFE OP/INC	($715,000)	($802,015)		($802,015)	$0	($715,000)	$0	($780,690)	$0
		Total - TOURISM & AREA PROMOTION CAFÉ	**($29,173)**	**$9,103**		**($802,015)**	**$811,118**	**($715,000)**	**$685,827**	($780,690)	$809,039

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		BUILDING CONTROL									
		OPERATING EXPENDITURE									
8552		Building Admin. Salaries	$0	$105,241	0%	$0	$105,241	$0	$0	$0	$97,772
8572		Superannuation	$0	$12,487	0%	$0	$12,487	$0	$0	$0	$13,500
8602		Other Emp Costs (Bldg)	$0	$4,105	0%	$0	$4,105	$0	$0	$0	$4,105
8612		Vehicle Operating Bld Control	$0	$13,574	0%	$0	$13,574	$0	$0	$0	$5,000
8622		Building Control Expenses	$17,000	$5,385	32%	$0	$5,385	$0	$17,000	$0	$17,000
8672		Admin Realloc Cash (Bldg)	$19,933	$16,516	83%	$0	$16,516	$0	$19,933	$0	$19,933
8682		Admin Realloc Non Cash (Bldg)	$2,284	$975	43%	$0	$975	$0	$2,284	$0	$2,284
		Sub Total - BUILDING CONTROL OP/EXP	$39,217	$158,284		$0	$158,284	$0	$39,217	$0	$159,594
		OPERATING INCOME									
8653		Building Licence Fees	($3,800)	($8,636)	227%	($8,636)	$0	($3,800)	$0	($8,164)	$0
8663		Bcitf & Brb Commissions	($180)	($406)	226%	($406)	$0	($180)	$0	($196)	$0
8633		Private Pool Inspection Charges	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - BUILDING CONTROL OP/INC	($3,980)	($9,043)		($9,043)	$0	($3,980)	$0	($8,360)	$0
		Total - BUILDING CONTROL	$35,237	$149,241		($9,043)	$158,284	($3,980)	$39,217	($8,360)	$159,594

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		OTHER ECONOMIC SERVICES									
		OPERATING EXPENDITURE									
8011		Wash Down Bay - Repairs	$9,422	$3,230	34%	$0	$3,230	$0	$9,422	$0	$9,716
8801		Wash Down Bay - Other	$728	$0	0%	$0	$0	$0	$728	$0	$658
8807		Wash Down Bay - Utility Charges	$8,315	$5,109	61%	$0	$5,109	$0	$8,315	$0	$7,350
8800		Saleyards - Ground Maintenance	$7,345	$7,895	107%	$0	$7,895	$0	$7,345	$0	$7,277
8808		Saleyards - Insurances	$425	$375	88%	$0	$375	$0	$425	$0	$375
8802		Saleyards - Other	$1,000	$150	15%	$0	$150	$0	$1,000	$0	$1,000
8872		Loan Guarantee Fee	$2,600	$3,247	125%	$0	$3,247	$0	$2,600	$0	$2,600
8862		Subdivision - Interest on Loans	$12,212	$12,212	100%	$0	$12,212	$0	$12,212	$0	$12,212
		Sub Total - OTHER ECONOMIC SERVICES OP/EXP	$42,047	$32,218		$0	$32,218	$0	$42,047	$0	$41,188
		OPERATING INCOME									
8013		Washdown Bay Fees	($14,300)	($12,449)	87%	($12,449)	$0	($14,300)	$0	($14,300)	$0
8803		Saleyards - Income	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - OTHER ECONOMIC SERVICES OP/INC	($14,300)	($12,449)		($12,449)	$0	($14,300)	$0	($14,300)	$0
		Total - OTHER ECONOMIC SERVICES	$27,747	$19,769		($12,449)	$32,218	($14,300)	$42,047	($14,300)	$41,188
		Total - ECONOMIC SERVICES	**$803,608**	**$903,257**		**($1,025,946)**	**$1,929,203**	**($946,181)**	**$1,749,789**	**($1,082,469)**	**$2,027,830**

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		OTHER PROPERTY AND SERVICES									
		PRIVATE WORKS									
		OPERATING EXPENDITURE									
9002		Private Works	$10,484	($62,727)	-598%	$0	($62,727)	$0	$10,484	$0	$14,886
9008		Pte Works-Other Councils-Roads	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - PRIVATE WORKS OP/EXP	$10,484	($62,727)		$0	($62,727)	$0	$10,484	$0	$14,886
		OPERATING INCOME									
9003		Private Works Income	($10,484)	($21,621)	206%	($21,621)	$0	($10,484)	$0	($12,800)	$0
9009		Pte Works-Income-Other Councils-Roads	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - PRIVATE WORKS OP/INC	($10,484)	($21,621)		($21,621)	$0	($10,484)	$0	($12,800)	$0
		Total - PRIVATE WORKS	**$0**	**($84,348)**		**($21,621)**	**($62,727)**	**($10,484)**	**$10,484**	**($12,800)**	**$14,886**

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		PUBLIC WORKS OVERHEADS									
		OPERATING EXPENDITURE									
9022		Salaries-Works-Supervisors; Assistance	$311,267	$382,575	123%	$0	$382,575	$0	$311,267	$0	$365,780
9042		Superannuation (Supervisors)	$45,219	$27,589	61%	$0	$27,589	$0	$45,219	$0	$31,500
9052		Conferences & Training (Supervisors)	$3,900	$136	3%	$0	$136	$0	$3,900	$0	$3,900
9062		Emp Insurances (Supervisors)	$3,225	$4,105	127%	$0	$4,105	$0	$3,225	$0	$4,105
9072		Other Staff Expenses (Inc. FBT)	$29,000	$28,681	99%	$0	$28,681	$0	$29,000	$0	$29,000
9502		Allowances	$2,000	$0	0%	$0	$0	$0	$2,000	$0	$2,000
9081		Staff Housing Subsidy (Public Works)	$0	$0	0%	$0	$0	$0	$0	$0	$0
9082		Vehicle Operating	$27,500	$26,065	95%	$0	$26,065	$0	$27,500	$0	$10,500
9084		Consulting Technical	$16,510	$7,991	48%	$0	$7,991	$0	$16,510	$0	$16,510
9092		Office Expenses	$14,705	$11,684	79%	$0	$11,684	$0	$14,705	$0	$15,305
9094		Minor Equipment/Consumables	$8,270	$7,548	91%	$0	$7,548	$0	$8,270	$0	$8,270
9095		RAMM Inventory	$12,510	$12,706	102%	$0	$12,706	$0	$12,510	$0	$12,706
9102		Training	$51,950	$49,119	95%	$0	$49,119	$0	$51,950	$0	$59,894
9112		Meetings	$21,900	$3,729	17%	$0	$3,729	$0	$21,900	$0	$6,028
9122		Annual Leave	$199,551	$185,747	93%	$0	$185,747	$0	$199,551	$0	$178,321
9132		Public Holidays	$99,776	$98,926	99%	$0	$98,926	$0	$99,776	$0	$99,776
9142		Sick Leave	$99,776	$66,522	67%	$0	$66,522	$0	$99,776	$0	$88,615
9152		Superannuation	$365,893	$220,070	60%	$0	$220,070	$0	$365,893	$0	$341,768
9162		Workers Comp Ins	$67,495	$73,534	109%	$0	$73,534	$0	$67,495	$0	$73,534
9172		Staff Functions	$4,023	$3,633	90%	$0	$3,633	$0	$4,023	$0	$4,941
9182		INSURANCE ON WORKS	$6,963	$5,720	82%	$0	$5,720	$0	$6,963	$0	$6,505
9192		Long Service Leave	$209,744	$118,562	57%	$0	$118,562	$0	$209,744	$0	$151,000
9202		Safety Equipment & P.P.E.	$22,500	$22,777	101%	$0	$22,777	$0	$22,500	$0	$22,721
9232		PWOH - NOVATED LEASE EXPENSES	$33,358	$8,982	27%	$0	$8,982	$0	$33,358	$0	$8,982
9262		Emp Insurances - Pwo	$5,745	$5,745	100%	$0	$5,745	$0	$5,745	$0	$5,745
9280		Cleaners - Annual Leave	$5,900	$2,956	50%	$0	$2,956	$0	$5,900	$0	$5,900
9281		Cleaners - Long Service Leave	$3,150	$794	25%	$0	$794	$0	$3,150	$0	$3,150
9282		Cleaners - Sick Leave	$2,150	$397	18%	$0	$397	$0	$2,150	$0	$2,150
9284		Cleaners - Public Holidays	$3,150	$1,457	46%	$0	$1,457	$0	$3,150	$0	$3,150
9286		Cleaners - Superannuation	$5,250	$1,858	35%	$0	$1,858	$0	$5,250	$0	$4,000
9254		Cleaners - Administration	$8,700	$5,044	58%	$0	$5,044	$0	$8,700	$0	$8,703
9302		Admin Realloc - Cash (Pwo)	$398,652	$330,324	83%	$0	$330,324	$0	$398,652	$0	$398,652
9332		Admin Non Cash Realloc (Pwo)	$62,805	$51,680	82%	$0	$51,680	$0	$62,805	$0	$62,805
9421		Small Items (Chainsaws, Mowers, etc)	$3,310	$0	0%	$0	$0	$0	$3,310	$0	$3,310
9422		Sundry Plant Recovery - Automatic Recoveries	$20,000	$15,775	79%	$0	$15,775	$0	$20,000	$0	$20,000
9312		Less Allocated To Works & Services	($2,175,846)	($1,688,501)	78%	$0	($1,688,501)	$0	($2,175,846)	$0	($2,225,600)
		Sub Total - PUBLIC WORKS O/HEADS OP/EXP	$0	$93,929		$0	$93,929	$0	$0	$0	($166,374)

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		OPERATING INCOME									
9323		Sundry Misc Income - Pwo	$0	$0	0%	$0	$0	$0	$0	$0	$0
9233		PWOH - NOVATED LEASE CONTRIBUTION INCOME	($33,358)	($8,982)	27%	($8,982)	$0	($33,358)	$0	($8,982)	$0
		Sub Total - PUBLIC WORKS O/HEADS OP/INC	($33,358)	($8,982)		($8,982)	$0	($33,358)	$0	($8,982)	$0
		Total - PUBLIC WORKS OVERHEADS	**($33,358)**	**$84,947**		**($8,982)**	**$93,929**	**($33,358)**	**$0**	**($8,982)**	**($166,374)**

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		PLANT OPERATION COSTS									
		OPERATING EXPENDITURE									
9372		Wages & Overheads	$138,540	$85,433	62%	$0	$85,433	$0	$138,540	$0	$119,500
9352		Tyres & Tubes	$18,000	$24,872	138%	$0	$24,872	$0	$18,000	$0	$30,000
9344		Vehicle Tracking	$22,000	$21,900	100%	$0	$21,900	$0	$22,000	$0	$22,000
9362		Parts,Ext Work & Sundries	$115,306	$175,059	152%	$0	$175,059	$0	$115,306	$0	$115,306
9382		Vehicles - Insurance	$72,441	$86,709	120%	$0	$86,709	$0	$72,441	$0	$69,000
9386		Vehicles - Licences	$0	$0	0%	$0	$0	$0	$0	$0	$0
9342		Fuels & Oils	$375,000	$281,526	75%	$0	$281,526	$0	$375,000	$0	$340,000
9363		Purchase of Tools	$3,300	$1,837	56%	$0	$1,837	$0	$3,300	$0	$3,300
9402		Less Poc Allocated To W. & S.	($744,587)	($701,549)	94%	$0	($701,549)	$0	($744,587)	$0	($1,073,188)
021D		Depreciation (Sch 12)	$396,775	$335,277	85%	$0	$335,277	$0	$396,775	$0	$396,775
025D		Depreciation W/Back	($396,775)	($443,541)	112%	$0	($443,541)	$0	($396,775)	$0	($396,775)
		Sub Total - PLANT OPERATIONS COSTS OP/EXP	$0	($132,478)		$0	($132,478)	$0	$0	$0	($374,082)
		OPERATING INCOME									
9393		Income - Diesel Fuel Rebates	($25,000)	$0	0%	$0	$0	($25,000)	$0	$0	$0
012P		Profit On Sale Of Assets	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Sub Total - PLANT OPERATIONS COSTS OP/INC	($25,000)	$0		$0	$0	($25,000)	$0	$0	$0
		Total - PLANT OPERATIONS COSTS	($25,000)	($132,478)		$0	($132,478)	($25,000)	$0	$0	($374,082)
		MATERIALS AND STOCK									
		OPERATING EXPENDITURE									
9452		Stock Variance A/C	$0	$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

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		OTHER PROPERTY AND SERVICES									
		SALARIES AND WAGES									
		OPERATING EXPENDITURE									
9482		Salaries & Wages Drawn	$4,522,470	$4,569,078	101%	$0	$4,569,078	$0	$4,522,470	$0	$4,568,510
9492		Workers Compensation	$50,000	$27,015	54%	$0	$27,015	$0	$50,000	$0	$35,000
9512		Salary & Wage Alloc To W. & S.	($4,522,470)	($4,514,337)	100%	$0	($4,514,337)	$0	($4,522,470)	$0	($4,568,510)
		Sub Total - SALARIES AND WAGES OP/EXP	$50,000	$81,755		$0	$81,755	$0	$50,000	$0	$35,000
		OPERATING INCOME									
9493		Workers Compensation Income	($60,000)	($26,858)	45%	($26,858)	$0	($60,000)	$0	($35,000)	$0
		Sub Total - SALARIES AND WAGES OP/INC	($60,000)	($26,858)		($26,858)	$0	($60,000)	$0	($35,000)	$0
		Total - SALARIES AND WAGES	($10,000)	$54,897		($26,858)	$81,755	($60,000)	$50,000	($35,000)	$35,000

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		UNCLASSIFIED									
		OPERATING EXPENDITURE									
9572		Land Survey & Leasing	$3,500	$1,454	42%	$0	$1,454	$0	$3,500	$0	$10,000
9682		Misc Expenses-Other Property	$3,596	$2,413	67%	$0	$2,413	$0	$3,596	$0	$3,596
024D		Depreciation on Assets	$18,100	$17,996	99%	$0	$17,996	$0	$18,100	$0	$18,100
		Sub Total - UNCLASSIFIED OP/EXP	$25,196	$21,863		$0	$21,863	$0	$25,196	$0	$31,696
		OPERATING INCOME									
9626		Sundry Misc Income - Other Property	$0	($59,165)	0%	($59,165)	$0	$0	$0	($10,365)	$0
9627		Sundry Inc - Insurance Premium Refund	$0	$0	0%	$0	$0	$0	$0	$0	$0
9683		Lease Of Ksc Properties	($26,300)	($26,682)	101%	($26,682)	$0	($26,300)	$0	($26,300)	$0
9695		Recoverable Costs Income	($1)	$2,737	-273687%	$2,737	$0	($1)	$0	($75)	$0
		Sub Total - UNCLASSIFIED OP/INC	($26,301)	($83,110)		($83,110)	$0	($26,301)	$0	($36,740)	$0
		Total - UNCLASSIFIED	($1,105)	($61,247)		($83,110)	$21,863	($26,301)	$25,196	($36,740)	$31,696
		Total - OTHER PROPERTY AND SERVICES	**($69,463)**	**($138,229)**		**($140,571)**	**$2,342**	**($155,143)**	**$85,680**	**($93,522)**	**($458,874)**

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		FUND TRANSFERS									
		EXPENDITURE									
		Tfr to Employee Leave Res.	$34,634	$5,836	17%	$0	$5,836	$0	$34,634	$0	$31,917
		Transfer To Plant Res.	$2,387	$5,930	248%	$0	$5,930	$0	$2,387	$0	$5,527
		Transfer to Springhaven Lodge Res.	$0	$400,000	0%	$0	$400,000	$0	$0	$0	$400,000
		Transfer to Low Income Housing Res.	$3,020	$1,999	66%	$0	$1,999	$0	$3,020	$0	$1,864
		Transfer to Sporting Facility Res.	$2,270	$1,502	66%	$0	$1,502	$0	$2,270	$0	$1,400
		Transfer to Landfill Waste Mgmt Res.	$2,897	$1,916	66%	$0	$1,916	$0	$2,897	$0	$1,787
		Transfer to Community Grants Res.	$355	$233	66%	$0	$233	$0	$355	$0	$218
		Transfer To Independent Living Units Res.	$5,725	$3,787	66%	$0	$3,787	$0	$5,725	$0	$3,531
		Transfer to Natural Resource Mgmt Res.	$3,525	$2,333	66%	$0	$2,333	$0	$3,525	$0	$2,175
		Transfer To Swimming Pool Res.	$1,464	$969	66%	$0	$969	$0	$1,464	$0	$903
		Transfer to Kodja Place Building Res.	$637	$422	66%	$0	$422	$0	$637	$0	$393
		Transfer to Sporting Complex Building Upgrade Res.	$41	$27	65%	$0	$27	$0	$41	$0	$119
		Transfer to Netball Court Surfacing Res.	$0	$24	0%	$0	$24	$0	$0	$0	$0
New		Transfer to Asset Acquisiton & Replacement Reserve				$0	$0	$0	$100,000	$0	$100,000
		Sub Total - TRANSFERS TO RESERVE	$56,955	$424,978		$0	$424,978	$0	$156,955	$0	$549,834
		INCOME									
		Transfer from Employee Reserve	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Transfer from Plant Reserve	$0	$0	0%	$0	$0	$0	$0	$0	$0
		Transfer from Springhaven Lodge Res	$0	($4,095,000)	0%	($4,095,000)	$0	$0	$0	($4,095,000)	$0
		Transfer from Sporting Facility Reserve	$0	($36,059)	0%	($36,059)	$0	$0	$0	$0	$0
		Transfer from Swimming Pool Res.	$0	$0	0%	$0	$0	$0	$0	($11,895)	$0
		Sub Total - TRANSFERS FROM RESERVE	$0	($4,131,059)		($4,131,059)	$0	$0	$0	($4,106,895)	$0
		Total - TRANSFERS	$56,955	($3,706,081)		($4,131,059)	$424,978	$0	$156,955	($4,106,895)	$549,834
		Total - FUND TRANSFER	**$56,955**	**($3,706,081)**		**($4,131,059)**	**$424,978**	**$0**	**$156,955**	**($4,106,895)**	**$549,834**

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ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		NEW - (Surplus) / Deficit - Opening 1 July	($2,619,834)	($3,200,112)		($3,200,112)	$0	($2,619,834)	$0	($3,200,112)	$0
		Sub Total - SURPLUS C/FWD	($2,619,834)	($3,200,112)		($3,200,112)	$0	($2,619,834)	$0	($3,200,112)	$0
		Total - SURPLUS	($2,619,834)	($3,200,112)		**($3,200,112)**	**$0**	**($2,619,834)**	**$0**	**($3,200,112)**	**$0**
		LIABILITY LOANS - PRINCIPAL REPAYMENT									
		EXPENDITURE									
New		Loan 150 - Communications tower	$50,333	$25,166	50%	$0	$25,166	$0	$50,333	$0	$50,333
New		Loan 137 - Medical Centre	$8,850	$8,851	100%	$0	$8,851	$0	$8,850	$0	$8,850
New		Loan 135 - Bagg St House	$10,428	$10,428	100%	$0	$10,428	$0	$10,428	$0	$10,428
New		Loan 139 - Aged Units	$10,244	$10,244	100%	$0	$10,244	$0	$10,244	$0	$10,244
New		Loan 140 - Staff Housing	$61,323	$61,323	100%	$0	$61,323	$0	$61,323	$0	$61,323
New		Loan 138 - GROH Housing	$114,210	$114,210	100%	$0	$114,210	$0	$114,210	$0	$114,210
New		Loan 144 - Staff Housing	$10,996	$10,996	100%	$0	$10,996	$0	$10,996	$0	$10,996
New		Loan 145 - GROH Housing	$10,996	$10,996	100%	$0	$10,996	$0	$10,996	$0	$10,996
New		Loan 148 - Staff Housing renovations	$15,731	$15,796	100%	$0	$15,796	$0	$15,731	$0	$15,731
New		Loan 134 - Sports Complex	$18,921	$28,041	148%	$0	$28,041	$0	$18,921	$0	$18,921
New		Loan 136 - Sports Complex Wall	$10,083	$10,083	100%	$0	$10,083	$0	$10,083	$0	$10,083
New		Loan 143 - Netball Courts & Roof	$55,342	$55,342	100%	$0	$55,342	$0	$55,342	$0	$55,342
New		Loan 142 - Oval Lighting	$24,931	$24,931	100%	$0	$24,931	$0	$24,931	$0	$24,931
New		Loan 146 - Harrison Place Toilets & Park	$36,078	$36,078	100%	$0	$36,078	$0	$36,078	$0	$36,078
New		Loan 149 - Harrison Place Toilets & Park	$25,166	$50,333	200%	$0	$50,333	$0	$25,166	$0	$25,166
New		Loan 141 - Airstrip Lighting	$10,311	$10,311	100%	$0	$10,311	$0	$10,311	$0	$10,311
New		Loan 147 - Land Development	$34,823	$34,823	100%	$0	$34,823	$0	$34,823	$0	$34,823
		Sub Total - LOAN REPAYMENTS	$508,766	$517,952		$0	$517,952	$0	$508,766	$0	$508,766
		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**
		Total - NON CURRENT LIABILITIES	$508,766	$517,952		**$0**	**$517,952**	**$0**	**$508,766**	**$0**	**$508,766**

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		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	($4,637,570)	($5,303,487)		$0	($5,303,487)	$0	($4,637,570)	$0	($4,666,164)
		Profit on Sale of Assets Written Back	$0	$75,521		$75,521	$0	$0	$0	$71,000	$0
		Write back on Land held for Resale	$0	$63,458		$0	$63,458	$0	$0	$0	$63,458
		Movement in Springhaven Lodge Bonds Reserve Bank Account	$0	$3,695,000		$3,695,000	$0	$0	$0	$4,095,000	$0
		Movement in Doubtful Debts	$0	$0		$0	$0	$0	($2,000)	$0	($2,000)
		Sub Total - DEPRECIATION WRITTEN BACK	($4,637,570)	($1,469,508)		$3,770,521	($5,240,029)	$0	($4,639,570)	$4,166,000	($4,604,706)
		Total - NON CASH ITEMS	($4,637,570)	($1,469,508)		$3,770,521	($5,240,029)	$0	($4,639,570)	$4,166,000	($4,604,706)

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		FURNITURE AND EQUIPMENT									
		GOVERNANCE - CAPITAL EXPENDITURE									
C137		ICT Plan Implementation	$450,000	$165,939	37%	$0	$165,939	$0	$450,000	$0	$400,000
		Sub Total - CAPITAL WORKS	$450,000	$165,939		$0	$165,939	$0	$450,000	$0	$400,000
		Total - GOVERNANCE	$450,000	$165,939		$0	$165,939	$0	$450,000	$0	$400,000
		Total - FURNITURE AND EQUIPMENT	**$450,000**	**$165,939**		**$0**	**$165,939**	**$0**	**$450,000**	**$0**	**$400,000**

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		LAND HELD FOR RESALE									
		COMMUNITY AMENITIES									
		CAPITAL EXPENDITURE									
C310		Subdivision Construction	$0	$19,126	0%	$0	$19,126	$0	$0	$0	$11,608
		Sub Total - CAPITAL WORKS	$0	$19,126		$0	$19,126	$0	$0	$0	$11,608
		Total- COMMUNITY AMENITIES	$0	$19,126		$0	$19,126	$0	$0	$0	$11,608
		Total - LAND	**$0**	**$19,126**		**$0**	**$19,126**	**$0**	**$0**	**$0**	**$11,608**

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		BUILDINGS									
		EDUCATION & WELFARE - CAPITAL EXPENDITURE									
C441		Old School - Re-Roof	$1,994	$0	0%	$0	$0	$0	$1,994	$0	$1,994
		Sub Total - CAPITAL WORKS	$1,994	$0		$0	$0	$0	$1,994	$0	$1,994
		TOTAL - EDUCATION & WELFARE	$1,994	$0		$0	$0	$0	$1,994	$0	$1,994

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		BUILDINGS									
		HOUSING - CAPITAL EXPENDITURE									
C157		CEO Residence - 13/15 Loton Close	$80,000	$0	0%	$0	$0	$0	$80,000	$0	$0
C156		Staff - 30 Katanning Road	$30,000	$7,269	24%	$0	$7,269	$0	$30,000	$0	$10,000
C313		Jean Sullivan Units	$10,000	$0	0%	$0	$0	$0	$10,000	$0	$10,000
C145		Loton Close Units	$10,000	$0	0%	$0	$0	$0	$10,000	$0	$10,000
		Sub Total - CAPITAL WORKS	$130,000	$7,269		$0	$7,269	$0	$130,000	$0	$30,000
		Total - HOUSING	$130,000	$7,269		$0	$7,269	$0	$130,000	$0	$30,000
		BUILDINGS									
		COMMUNITY AMENITIES - CAPITAL EXPENDITURE									
C442		Mens Shed - Construction of New	$323,768	$341,980	106%	$0	$341,980	$0	$323,768	$0	$342,000
		Sub Total - CAPITAL WORKS	$323,768	$341,980		$0	$341,980	$0	$323,768	$0	$342,000
		Total - COMMUNITY AMENITIES	$323,768	$341,980		$0	$341,980	$0	$323,768	$0	$342,000

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		BUILDINGS									
		RECREATION AND CULTURE - CAPITAL EXPENDITURE									
C198		Historic Buildings - Capital Improvement	$35,000	$0	0%	$0	$0	$0	$35,000	$0	$0
C105		Memorial Hall Capital Expenditure	$30,000	$15,545	52%	$0	$15,545	$0	$30,000	$0	$0
C295		SWIMMING POOL BUILDINGS CAPITAL EXPENDITURE	$30,000	$0	0%	$0	$0	$0	$30,000	$0	$0
C408		Harrison Place Toilets & Park	$10,000	$0	0%	$0	$0	$0	$10,000	$0	$0
		Sub Total - CAPITAL WORKS	$105,000	$15,545		$0	$15,545	$0	$105,000	$0	$0
		Total - RECREATION AND CULTURE	$105,000	$15,545		$0	$15,545	$0	$105,000	$0	$0
		BUILDINGS									
		ECONOMIC SERVICES - CAPITAL EXPENDITURE									
C177		Kodja Place Capital Expenditure	$20,000	$0	0%	$0	$0	$0	$20,000	$0	$20,000
C349		Black Cockatoo Café Capital Expenditure	$25,000	$3,479	14%	$0	$3,479	$0	$25,000	$0	$0
		Sub Total - CAPITAL WORKS	$45,000	$3,479		$0	$3,479	$0	$45,000	$0	$20,000
		Total - ECONOMIC SERVICES	$45,000	$3,479		$0	$3,479	$0	$45,000	$0	$20,000
		Total - BUILDINGS	**$605,762**	**$368,273**		**$0**	**$368,273**	**$0**	**$605,762**	**$0**	**$393,994**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	Expense	ADOPTED BUDGET 2024-25 Income	Expense	AMENDED BUDGET 30 JUNE 2025 Income	Expense
		PLANT AND EQUIPMENT									
		RECREATION AND CULTURE									
		CAPITAL EXPENDITURE									
C158		Swimming Pool Equipment	$0	$11,895	0%	$0	$11,895	$0	$0	$0	$11,895
		Sub Total - CAPITAL WORKS	$0	$11,895		$0	$11,895	$0	$0	$0	$11,895
		Total - RECREATION AND CULTURE	$0	$11,895		$0	$11,895	$0	$0	$0	$11,895
		PLANT AND EQUIPMENT									
		TRANSPORT									
		CAPITAL EXPENDITURE									
7604		Major Plant Purchases	$285,000	$60,952	21%	$0	$60,952	$0	$285,000	$0	$60,952
C162		Major Plant Repairs - Fuel Pump System	$7,490	$8,477	113%	$0	$8,477	$0	$7,490	$0	$7,490
C404		Signage - Electronic Speed Signs	$0	$0	0%	$0	$0	$0	$0	$0	$770
		Sub Total - CAPITAL WORKS	$292,490	$69,429		$0	$69,429	$0	$292,490	$0	$69,212
		Total - TRANSPORT	$292,490	$69,429		**$0**	$69,429	$0	$292,490	$0	$69,212
		Total - PLANT AND EQUIPMENT	**$292,490**	**$81,324**		**$0**	**$81,324**	**$0**	**$292,490**	**$0**	**$81,107**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

ACCOUNT	JOB	Details By function Under The Following Programme Titles And Type Of Activities Within The Programme	COMPARATIVES 30 JUNE 2025 Budget	COMPARATIVES 30 JUNE 2025 Actual	% of Annual Budget	ACTUAL 30 JUNE 2025 Income	ACTUAL 30 JUNE 2025 Expense	ADOPTED BUDGET 2024-25 Income	ADOPTED BUDGET 2024-25 Expense	AMENDED BUDGET 30 JUNE 2025 Income	AMENDED BUDGET 30 JUNE 2025 Expense
		INFRASTRUCTURE ASSETS - ROAD RESERVES									
		CAPITAL EXPENDITURE									
Roads to Recovery Projects											
C453	CJ453	Seal - Balgarup Road	$0	($729)	0%	$0	($729)	$0	$0	$0	$0
C500	CJ500	RTR - Tone Road - Failure 1	$90,000	$92,822	103%	$0	$92,822	$0	$90,000	$0	$87,157
C505	CJ505	RTR - Tone Road - Failure 2	$55,000	$38,834	71%	$0	$38,834	$0	$55,000	$0	$54,501
C506	CJ506	RTR - Tone Road - Failure 3	$70,000	$31,990	46%	$0	$31,990	$0	$70,000	$0	$68,896
C507	CJ507	RTR - Spring Street Asphalt	$347,350	$0	0%	$0	$0	$0	$347,350	$0	$374,733
C508	CJ508	RTR - Misson Road Floodway	$20,000	$0	0%	$0	$0	$0	$20,000	$0	$0
C509	CJ509	RTR - Soldier Road - Asphalt	$75,000	$0	0%	$0	$0	$0	$75,000	$0	$0
C510	CJ510	RTR - Wanwindup South Road Culvert	$25,000	$14,058	56%	$0	$14,058	$0	$25,000	$0	$0
C511	CJ511	RTR - Qualeup South Road Failure Repairs	$35,000	$34,649	99%	$0	$34,649	$0	$35,000	$0	$14,380
C512	CJ512	RTR - Newton Street Reseal	$44,000	$0	0%	$0	$0	$0	$44,000	$0	$0
C501	CJ501	Ballock Road - RTR	$0	$3,638	0%	$0	$3,638	$0	$0	$0	$3,638
7424	R2R400	R2R - Balgarup Road Tree Pruning Works	$0	$28,918	0%	$0	$28,918	$0	$0	$0	$28,918
RRG Projects											
C417	CJ417	Widening - Shamrock Road 23/24 C/Over	$383,920	$360,740	94%	$0	$360,740	$0	$383,920	$0	$378,541
C436	CJ436	Widening - Shamrock Road 24/25	$690,000	$556,219	81%	$0	$556,219	$0	$690,000	$0	$657,321
C227	CJ227	Broomehill Road Failure Repairs	$45,000	$46,784	104%	$0	$46,784	$0	$45,000	$0	$52,921
C450	CJ450	Widening - Tambellup West Road	$255,000	$222,106	87%	$0	$222,106	$0	$255,000	$0	$185,427
C319	CJ319	Bitumen Reseal - Kojonup-Frankland Road	$210,000	$118,766	57%	$0	$118,766	$0	$210,000	$0	$259,345
C320	CJ320	Bitumen Reseal - Kojonup Darkan Road	$195,000	$84,322	43%	$0	$84,322	$0	$195,000	$0	$333,623
C460	CJ460	Road Widening - Jingalup Rd 22/23	$210,000	$75,341	36%	$0	$75,341	$0	$210,000	$0	$232,379
C463	CJ463	Kojonup Darkan Shoulder Blackspot	$229,774	$219,467	96%	$0	$219,467	$0	$229,774	$0	$219,467
Commodity Route Projects											
C079	CJ079	Reillys Creek Road - Gravel Sheet	$255,000	$178,285	70%	$0	$178,285	$0	$255,000	$0	$228,873
Municipal Fund Projects											
C055	CJ055	Newton Street Kerbing	$26,000	$0	0%	$0	$0	$0	$26,000	$0	$0
C250	CJ250	Intersection - Albany Hwy/Norrish Rd	$0	($0)		$0	($0)	$0	$0	$0	$0
Bridges											
7524		BRIDGES CAPITAL EXPENDITURE	$0	$422,000		$0	$422,000	$0	$0	$0	$0
		Sub Total - CAPITAL WORKS	$3,261,044	$2,527,994		$0	$2,527,994	$0	$3,261,044	$0	$3,180,120
		Total - ROADS	$3,261,044	$2,527,994		$0	$2,527,994	$0	$3,261,044	$0	$3,180,120
		Total - INFRASTRUCTURE ASSETS ROAD RESERVES	**$3,261,044**	**$2,527,994**		**$0**	**$2,527,994**	**$0**	**$3,261,044**	**$0**	**$3,180,120**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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		INFRASTRUCTURE - FOOTPATHS									
7314	FPC02	Footpath - Newton Street	$35,000	$1,133	3%	$0	$1,133	$0	$35,000	$0	$0
		Sub Total - CAPITAL WORKS	$35,000	$1,133		$0	$1,133	$0	$35,000	$0	$0
		Total - INFRASTRUCTURE ASSETS FOOTPATHS	**$35,000**	**$1,133**		**$0**	**$1,133**	**$0**	**$35,000**	**$0**	**$0**
		INFRASTRUCTURE - PARKS - CAPITAL EXPENDITURE									
		RECREATION & CULTURE									
C357		Apex Park Playground	$0	$39,010	0%	$0	$39,010	$0	$0	$0	$39,010
C274	CJ274	Sporting Complex - Netball Court Project	$26,520	$29,808	112%	$0	$29,808	$0	$26,520	$0	$28,765
6764		Showgrounds Capital Expenditure	$30,000	$27,507	92%	$0	$27,507	$0	$30,000	$0	$27,507
6774		The Spring Reserve Capital Expenditure	$50,000	$0	0%	$0	$0	$0	$50,000	$0	$10,000
		Sub-Total - CAPITAL WORKS	$106,520	$96,325		$0	$96,325	$0	$106,520	$0	$105,282
		Total - RECREATION & CULTURE	**$106,520**	**$96,325**		$0	$96,325	$0	$106,520	$0	$105,282
		Total - INFRASTRUCTURE PARKS	**$106,520**	**$96,325**		**$0**	**$96,325**	**$0**	**$106,520**	**$0**	**$105,282**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

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		OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE									
		LAW, ORDER & PUBLIC SAFETY									
C138		Bushfire Repeater Tower	$0	$62,961	0%	$0	$62,961	$0	$0	$0	$62,961
2885		CCTV Capital Expenditure	$267,000	$226,256	85%	$0	$226,256	$0	$267,000	$0	$267,000
		Sub-Total - CAPITAL WORKS	$267,000	$289,218		$0	$289,218	**$0**	**$267,000**	**$0**	**$329,961**
		Total - LAW, ORDER & PUBLIC SAFETY	**$267,000**	**$289,218**		**$0**	**$289,218**	**$0**	**$267,000**	**$0**	**$329,961**
		OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE									
		COMMUNITY AMENITIES									
C355		Town Furniture	$20,000	$2,193	11%	$0	$2,193	$0	$20,000	$0	$2,193
C407		Refuse Site Develpoment	$115,250	$0	0%	$0	$0	$0	$115,250	$0	$0
		Sub Total - CAPITAL WORKS	$135,250	$2,193		$0	$2,193	$0	$135,250	$0	$2,193
		Total - OTHER COMMUNITY AMENITIES	**$135,250**	**$2,193**		**$0**	**$2,193**	**$0**	**$135,250**	**$0**	**$2,193**
		OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE									
		ECONOMIC SERVICES									
C054		Promotional Signage	$60,000	$0	0%	$0	$0	$0	$60,000	$0	$20,000
		Sub Total - CAPITAL WORKS	$60,000	$0		$0	$0	$0	$60,000	$0	$20,000
		Total - ECONOMIC SERVICES	$60,000	$0		**$0**	**$0**	**$0**	**$60,000**	**$0**	**$20,000**
		Total - INFRASTRUCTURE ASSETS - OTHER	**$462,250**	**$291,411**	**$0**	**$0**	**$291,411**	**$0**	**$462,250**	**$0**	**$352,154**
		GRAND TOTALS	**($98,001)**	**($2,466,504)**		**($15,896,706)**	**$13,430,202**	**($14,576,360)**	**$14,576,360**	**($15,134,448)**	**$15,127,561**

SHIRE OF KOJONUP
Detailed June 2025 Creditors List

Cheque Payments 1/6/25-30/6/25				
Chq/EFT	**Date**	**Name**	**Description**	**Amount**
14403	**18/06/2025**	**Shire of Kojonup**	**Fleet Licencing**	**-15649.05**
011123523741	20/05/2025	Shire of Kojonup	Kojonup bushfire brigade - Boxtop trailer,Boscabel bushfire brigade - Boxtop trailer, Boilup bushfire brigade - Boxtop trailer, Changerup bushfire brigade - Boxtop trailer, Muradup bushfire brigade - Boxtop trailer, Orchid Valley bushfire brigade - Boxtop trailer, Mobrup bushfire brigade - Boxtop trailer, Ryansbrook bushfire brigade - Boxtop trailer, Cherry Tree Pool bushfire brigade - Boxtop trailer, Qualeup bushfire brigade - Boxtop trailer, Tandem Box Trailer Green, Loadstar Trailer, Coastal Machinery boxtop trailer, Loadstar boxtop trailer 2015, Multi message trailer, Box top trailer 2021, Toyota Hilux Ute KO16, Toyota Hiace Van KO1022, Colorado Ute, Ford Ranger 2021 KO525, Toyota Hilux 2022 KO10, Toyota Hilux 4x4 2.8L, Toyota Hilux 4x4 2.8L - 2022, Ford Ranger Ute KO5, Holden Colorado KO528, Kubota Mower KO006, Caterpillar Front End Loader, Caterpillar Loader 2020 KO240, Caterpillar Skid Steer Loader KO736, John Deere Mower KO582, John Deere Tractor KO629, Caterpillar Forklift, Can-am Defender, Tandem Axle Trailer - Allroad, All Motor Body Builders Tandem Axle Dolly, Hino TTop Truck 2017, Hino 700 Series 2017 (KO163), Hino 700 Series Tip Truck 2017 (KO 122), Isuzu NLR Tri Tipper, Hino 300 Series 921 XXlong Auto Crew Dual Cab Truck, Hino 700 Series Tip Truck - Fs 2848 Amt 16, Hino - 4.5T Truck - Garden Sprayers, Allmbb Semitrailer 20211TCWC603, Hino AT4200 816 Wide Crew Cab Truck, Isuzu White Prime Mover 2010, Hino Prime Mover 2018, Boxtop Trailer - Howard side tipper, Allmotor Body Builders - Dolly 1TOG863, Allmotor Body Builders - Pig trailer 1TPC362, Roadswest Low Loader, Caterpillar Roller KO917, Caterpillar Roller KO170, Catepillar Steel Roller KO007, 320DLQ Hydraulic CAT Excavator KO891, Caterpillar 305E2 Miniexcavator 2016, 2016 CATERPILLAR 12m MOTOR GRADER, Caterpillar Grader 2019, 2021 Caterpillar 140 Motor Grader, Holden	15649.05
				15,649.05

EFT Payments 1/6/25-30/6/25				
EFT36246	**04/06/2025**	**MARY RACHAEL HOBBS**	**Goods for Sale**	**-60.00**
60	26/05/2025	MARY RACHAEL HOBBS	Towels for sale at KP	60.00
EFT36247	**04/06/2025**	**Telstra**	**Telecommunications**	**-269.36**
8602216000 MAY	18/05/2025	Telstra	Acc 8602216000 Charges to 7/5/25 Modem Admin office, Bushfire charges, Depot Security, Airstrip Security, Complex Security	241.76
3916895091 MAY	18/05/2025	Telstra	Acc: 3916895091 Springhaven solar panels, Avdata monitoring - washdown bay	27.60
EFT36248	**04/06/2025**	**Egabva Plumbing & Gas Service**	**Plumbing**	**-3850.73**
4979	16/05/2025	Egabva Plumbing & Gas Service	Dishwasher leaking, hot water sensor repairs and dishwasher repairs - Black Cockatoo	1264.85
5031	20/05/2025	Egabva Plumbing & Gas Service	Replace the Submersible pump drainage and backwash tank Swimming Pool complex.	2585.88
EFT36249	**04/06/2025**	**Western Australian Treasury Corporation**	**Loan repayments**	**-47882.33**
10 JUNE 2025	20/05/2025	Western Australian Treasury Corporation	Capital & Interest payment Loan 147, Capital & Interest payment Loan 146	47882.33
EFT36250	**04/06/2025**	**PFD Foodservices (Southway Distributors)**	**Food & Dry Goods**	**-2168.57**
LP855662	07/05/2025	PFD Foodservices (Southway Distributors)	Food & Cleaning supplies for BCC	2283.30
LN588019	30/10/2024	PFD Foodservices (Southway Distributors)	Credit note - Food supplies	-114.73
EFT36251	**04/06/2025**	**FULTON HOGAN INDUSTRIES PTY LTD**	**Road maintenance services**	**-16658.07**
20332757	09/05/2025	FULTON HOGAN INDUSTRIES PTY LTD	Bitumen Reseal - Broomehill Rd - 1195m2, Bitumen Reseal - Qualeup South Rd - 570m2	16658.07
EFT36252	**04/06/2025**	**Clarke's Furniture & Kitchen Design**	**Carpentry**	**-2363.60**
3174	29/05/2025	Clarke's Furniture & Kitchen Design	Manufacture & install storage shelving for records at Admin Office - 50% deposit	2363.60
EFT36253	**04/06/2025**	**Premier Smash Repairs**	**Smash repairs**	**-1180.00**
20648	27/05/2025	Premier Smash Repairs	New windscreen for Toyota Hilux	1180.00
EFT36254	**04/06/2025**	**Dardanup Butchering Company**	**Meat supplies**	**-608.98**
BW397208	12/05/2025	Dardanup Butchering Company	Meat supplies for Black Cockatoo Cafe, Consignment fee	608.98
EFT36255	**04/06/2025**	**Grande Food Service**	**Food & Cleaning supplies**	**-4515.68**
4248184	22/04/2025	Grande Food Service	Food & Cleaning supplies for Black Cockatoo Café	2885.55
4249965	28/05/2025	Grande Food Service	Food & Cleaning supplies for Black Cockatoo Café	190.63
4249961	28/05/2025	Grande Food Service	Food & Cleaning supplies for Black Cockatoo Café	1439.50
EFT36256	**04/06/2025**	**Leaf Bean Machine**	**Coffee supplies & service**	**-990.70**

136973	26/05/2025	Leaf Bean Machine	Coffee supplies & service - Black Cockatoo Café	990.70
EFT36257	**04/06/2025**	**BGL Solutions PTY LTD**	**Turf Maintenance**	**-638.00**
INV-0007244	23/05/2025	BGL Solutions PTY LTD	Mowing sports fields	638.00
EFT36258	**04/06/2025**	**OCP Sales T/A Six Axis Nominees Pty Ltd**	**Communications products**	**-1728.87**
71589	15/05/2025	OCP Sales T/A Six Axis Nominees Pty Ltd	Radio and batteries with speacker mics for Bushfire Brigade	1728.87
EFT36259	**06/06/2025**	**Payroll Deductions - Shire of Kojonup**	**Payroll deductions**	**-1128.00**
DEDUCTION	03/06/2025	Payroll Deductions - Shire of Kojonup	Payroll deductions	1128.00
EFT36260	**06/06/2025**	**Child Support Agency**	**Payroll deductions**	**-439.30**
DEDUCTION	03/06/2025	Child Support Agency	Payroll deductions	439.30
EFT36261	**06/06/2025**	**Australian Services Union (LGO)**	**Payroll deductions**	**-26.50**
DEDUCTION	03/06/2025	Australian Services Union (LGO)	Payroll deductions	26.50
EFT36262	**06/06/2025**	**Australian Services Union (MEU)**	**Payroll deductions**	**-177.50**
DEDUCTION	03/06/2025	Australian Services Union (MEU)	Payroll deductions	177.50
EFT36263	**11/06/2025**	**Department of Biodiversity, Conservation and Attractions**	**Goods for Sale**	**-513.63**
P1-01-033583	04/03/2025	Department of Biodiversity, Conservation and Attractions	Assorted Bush Books for Visitor Centre Shop	513.63
EFT36264	**11/06/2025**	**Russell Watson**	**Reimburse over payment**	**-670.79**
REQ 100625	10/06/2025	Russell Watson	Overpayment of rent for 7 Loton Close	670.79
EFT36265	**11/06/2025**	**Hi-Way Sales & Service**	**Hardware**	**-759.13**
270580	01/05/2025	Hi-Way Sales & Service	make hydraulic hose	133.21
270581	01/05/2025	Hi-Way Sales & Service	make hydraulic hose	101.83
270579	02/05/2025	Hi-Way Sales & Service	Make Hydraulic Hose	99.84
271237	30/05/2025	Hi-Way Sales & Service	Starter Panels, 2 x 4 x 3/8, 2 x nuloc x 3/8, Spark Plug, Filter, R clips & clevis pins, Key cutting & tabs, Filing kit 586 93 85-01, Bar & chain combo, Chain, 3 x spark plugs, 2 x T wrench	370.50
271324	03/06/2025	Hi-Way Sales & Service	11.99L ULP @ $1.80/L	21.57
271385	05/06/2025	Hi-Way Sales & Service	17.89 L ULP @ $1.80/L	32.18
EFT36266	**11/06/2025**	**Kojonup Agricultural Supplies**	**Agricultural supplies**	**-2335.01**
10239609	19/05/2025	Kojonup Agricultural Supplies	20L Red Envirodye	654.50
10239704	20/05/2025	Kojonup Agricultural Supplies	210 L Concoco 15W40 engine oil	1680.51
EFT36267	**11/06/2025**	**Telstra**	**Telephone**	**-495.18**
3916895109 MAY	25/05/2025	Telstra	Acc: 3916895109 Mobile phones 25/4/25-24/5/25; CEO, Swimming Pool coordinator, Depot Manager, Foreman, Technical Officer, TWIG Zone devices, CCTV Data charges, Standpipe controllers, Emergency phone, Data charges	495.18
EFT36268	**11/06/2025**	**Kojonup Tyre Service**	**Tyre repairs**	**-1758.68**
INV-13462	30/04/2025	Kojonup Tyre Service	2x new steer tyres	1632.40
INV-13732	26/05/2025	Kojonup Tyre Service	Swapped 2 Tyres on Rims	126.28
EFT36269	**11/06/2025**	**BK Thomson Electrical Service**	**Electrician**	**-549.01**
3453	05/12/2024	BK Thomson Electrical Service	Pump works Show grounds pump - Test, replace faulty capacitors	549.01
EFT36270	**11/06/2025**	**RENTOKIL INITIAL PTY LTD**	**Memorial Hall cleanup**	**-18007.00**
20826790	02/06/2025	RENTOKIL INITIAL PTY LTD	Bird trapping, Bird Proofing Memorial Hall	18007.00
EFT36271	**11/06/2025**	**BOC Gases**	**Industrial gases**	**-41.26**
4039275766	29/05/2025	BOC Gases	Industrial oxygen container hire 28/4/25-28/5/25	41.26
EFT36272	**11/06/2025**	**Egabva Plumbing & Gas Service**	**Plumber**	**-462.00**
5022	16/05/2025	Egabva Plumbing & Gas Service	Complex RPZD Annual Test, Springhaven RPZD Annual Test	308.00
5057	04/06/2025	Egabva Plumbing & Gas Service	Standpipe Katanning/Dearle Rd - RPZD Annual Test	154.00
EFT36273	**11/06/2025**	**Winc Australia Pty Ltd**	**Stationery**	**-98.49**
9047964658	22/05/2025	Winc Australia Pty Ltd	Stationery supplies - floor mat, screen cable, self adhesive notes	98.49
EFT36274	**11/06/2025**	**Synergy - Street Lights**	**Electricity**	**-5402.84**
2002507750	26/05/2025	Synergy - Street Lights	Acc 131337630 Electricity for street lighting 25/3/25-24/4/25	5402.84
EFT36275	**11/06/2025**	**Main Roads W.A.**	**Line Marking**	**-5317.00**
8023235	20/05/2025	Main Roads W.A.	Centre Line marking Kojonup-Frankland Rd	5317.00
EFT36276	**11/06/2025**	**Shire of Cranbrook**	**Local Government**	**-4341.89**
6859	19/05/2025	Shire of Cranbrook	Contribution towards CESM Jan-Mar 2025	4341.89
EFT36277	**11/06/2025**	**Kojonup Aboriginal Corporation**	**Goods sold on consignment**	**-47.59**
MAY 2025	31/05/2025	Kojonup Aboriginal Corporation	Goods sold on consignment Kodja Place - May 2025	47.59
EFT36278	**11/06/2025**	**Team Global Express Pty Ltd**	**Freight**	**-162.00**
0583-S104118	01/06/2025	Team Global Express Pty Ltd	Freight for corsign	162.00
EFT36279	**11/06/2025**	**Optus Billing Services Pty Ltd**	**Telecommunications**	**-172.40**
508749069	20/05/2025	Optus Billing Services Pty Ltd	Internet charges 20/5/25-19/6/25 for Admin & Swimming Pool	172.40
EFT36280	**11/06/2025**	**Warren Blackwood Waste**	**Waste Management**	**-580.00**
19805	05/06/2025	Warren Blackwood Waste	Apex Park & Kojonup Tourist Railway - Front Lift bins - May 2025, Kodja Place - Front Lift bins - May 2025	580.00
EFT36281	**11/06/2025**	**Public Transport Authority**	**Bus Tickets**	**-230.17**
MAY 2025	31/05/2025	Public Transport Authority	Bus ticket Sales May 2025	230.17
EFT36282	**11/06/2025**	**Jamie Rose McVee**	**Goods sold on consignment**	**-740.00**
REQ MAY 25	31/05/2025	Jamie Rose McVee	Goods sold on consignment Kodja Place - May 2025	740.00
EFT36283	**11/06/2025**	**Readytech T/A IT Vision Australia PTY LTD**	**IT support**	**-5230.50**
INITV042116	15/05/2025	Readytech T/A IT Vision Australia PTY LTD	Synergysoft upgrade (afterhours)	1419.00
INITV042115	15/05/2025	Readytech T/A IT Vision Australia PTY LTD	Migration of SynergySoft Database and SynergyOnline to a New Server	3811.50
EFT36284	**11/06/2025**	**LANDGATE**	**Land valuations**	**-178.15**

403360	16/05/2025	LANDGATE	Country urban UV revaluation 2024/2025	178.15
EFT36285	**11/06/2025**	**PFD Foodservices (Southway Distributors)**	**Cleaning & Food supplies**	**-1379.25**
LP927890	14/05/2025	PFD Foodservices (Southway Distributors)	Cleaning supplies for BCC, Food supplies for BCC	1309.15
LP927891	14/05/2025	PFD Foodservices (Southway Distributors)	Food supplies for BCC	70.10
EFT36286	**11/06/2025**	**Spare Parts Puppet Theatre**	**Puppet theatre**	**-165.00**
INV-0428	27/05/2025	Spare Parts Puppet Theatre	Puppet Playtime Regional Tour 1 x session at Kodja Place C Centre	165.00
EFT36287	**11/06/2025**	**William Warrick Riley**	**Goods sold on consignment**	**-25.00**
REQ MAY 25	31/05/2025	William Warrick Riley	Goods sold on consignment Kodja Place - May 2025	25.00
EFT36288	**11/06/2025**	**Christie Leanne McVee**	**Goods sold on consignment**	**-386.47**
REQ MAY 25	31/05/2025	Christie Leanne McVee	Goods sold on consignment Kodja Place - May 2025	386.47
EFT36289	**11/06/2025**	**MARGARET RAE HILL**	**Goods sold on consignment**	**-25.00**
REQ MAY 25	31/05/2025	MARGARET RAE HILL	Goods sold on consignment Kodja Place - May 2025	25.00
EFT36290	**11/06/2025**	**Edge Planning & Property**	**Town Planning Advice**	**-2117.50**
2838	14/03/2025	Edge Planning & Property	Town Planning Advice - February 2025 13.75 hours	2117.50
EFT36291	**11/06/2025**	**Gower Industries**	**PPE supplies**	**-27.50**
4201	14/05/2025	Gower Industries	Box 100 x gloves	27.50
EFT36292	**11/06/2025**	**Everlon**	**Cemetary Plaque**	**-321.20**
19760	13/05/2025	Everlon	Plaque	321.20
EFT36293	**11/06/2025**	**Leonie Jane Smith**	**Goods sold on consignment**	**-10.00**
REQ MAY 25	31/05/2025	Leonie Jane Smith	Goods sold on consignment Kodja Place - May 2025	10.00
EFT36294	**11/06/2025**	**Dardanup Butchering Company**	**Food supplies**	**-385.63**
BW397643	19/05/2025	Dardanup Butchering Company	Food supplies for Black Cockatoo Cafe, Consignment fee	385.63
EFT36295	**11/06/2025**	**Grande Food Service**	**Food supplies**	**-993.71**
4250284	04/06/2025	Grande Food Service	Food supplies for Black Cockatoo Café	993.71
EFT36296	**11/06/2025**	**Bouquet Cleaning Services**	**Carpet cleaning**	**-660.00**
917	30/05/2025	Bouquet Cleaning Services	Carpets in Memorial hall deep cleaned	660.00
EFT36297	**11/06/2025**	**DOR Trading Pty Limited T/A IMCO Australasia**	**Asphalt supply**	**-2420.00**
INV-1620	27/05/2025	DOR Trading Pty Limited T/A IMCO Australasia	1 X pallet (50 x 20kg bags) PAR coldpatch asphalt & freight	2420.00
EFT36298	**11/06/2025**	**Data#3 Limited**	**Software services**	**-125.04**
SIN000291583	19/05/2025	Data#3 Limited	Microsoft 365 Business Premium - subscription April 2025,	125.04
EFT36299	**11/06/2025**	**Caroline Louise Highman**	**Goods sold on consignment**	**-315.00**
REQ MAY	31/05/2025	Caroline Louise Highman	Goods sold on consignment Kodja Place - May 2025	315.00
EFT36300	**11/06/2025**	**Corsign WA Pty Ltd**	**Signage**	**-3410.00**
95117	26/05/2025	Corsign WA Pty Ltd	200 Quide Posts for Tampellup West Road	3410.00
EFT36301	**11/06/2025**	**3E Advantage Pty Ltd**	**Printing Charges**	**-1433.95**
INV-156528-F6S2H8	28/05/2025	3E Advantage Pty Ltd	Printing Charges May 2025	1433.95
EFT36302	**11/06/2025**	**BGL Solutions PTY LTD**	**Turf maintenance**	**-1061.50**
INV-0007282	02/06/2025	BGL Solutions PTY LTD	Garden Maintenance for 34 Katanning Road for June 2025	181.50
INV-0007286	05/06/2025	BGL Solutions PTY LTD	Mowing Oval and Hockey field	880.00
EFT36303	**11/06/2025**	**Estelle Lottering**	**Staff reimbursement**	**-142.86**
REIM 050625	05/06/2025	Estelle Lottering	Mobile phone charges - May 2025, Pet barrier - Dogs, Stamp	142.86
EFT36304	**11/06/2025**	**Oztrology Australian Greeting cards**	**Goods sold on consignment**	**-22.50**
REQ MAY 25	31/05/2025	Oztrology Australian Greeting cards	Goods sold on consignment Kodja Place - May 2025	22.50
EFT36305	**11/06/2025**	**Jill Watkin**	**Goods sold on consignment**	**-40.50**
REQ MAY	31/05/2025	Jill Watkin	Goods sold on consignment May 2025	40.50
EFT36306	**11/06/2025**	**AusQ Training**	**Training provider**	**-1500.00**
10838	03/06/2025	AusQ Training	Basic worksite traffic management reaccreditation 12 participants - deposit	1500.00
EFT36307	**11/06/2025**	**Zone 50 Engineering Surveys Pty Ltd**	**Edgeline marking**	**-1452.00**
INV-1359	26/05/2025	Zone 50 Engineering Surveys Pty Ltd	Audible edge line pick up of the Darkan Kojonup Rd SLK 0.0 to 30.41 for MRWA approval	1452.00
EFT36308	**11/06/2025**	**Monique Sackers T/A 3 Bridges Collections**	**Goods sold on consignment**	**-113.80**
REQ MAY 25	31/05/2025	Monique Sackers T/A 3 Bridges Collections	Goods sold on consignment Kodja Place - May 2025	113.80
EFT36309	**11/06/2025**	**Du-wayne Lottering**	**Staff reimbursement**	**-75.00**
REIM 050625	05/06/2025	Du-wayne Lottering	Mobile phone charges May 2025	75.00
EFT36310	**11/06/2025**	**Nature on Linen - Kaylene Shepherd**	**Goods sold on consignment**	**-56.00**
REQ MAY 25	31/05/2025	Nature on Linen - Kaylene Shepherd	Goods sold on consignment Kodja Place - May 2025	56.00
EFT36311	**11/06/2025**	**Richard Nash T/A Old School Honey**	**Goods sold on consignment**	**-17.00**
REQ MAY 25	31/05/2025	Richard Nash T/A Old School Honey	Goods sold on consignment Kodja Place - May 2025	17.00
EFT36312	**11/06/2025**	**Bronwyen Teale T/A Daisy Nation**	**Goods sold on consignment**	**-16.00**
REQ MAY 25	31/05/2025	Bronwyen Teale T/A Daisy Nation	Goods sold on consignment Kodja Place - May 2025	16.00
EFT36313	**11/06/2025**	**Harvey Fresh (1994) Ltd T/A Lactalis**	**Dairy products and fruit juices**	**-899.28**
241211002	22/05/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Dairy products & fruit juices for Black Cockatoo Cafe, Service fee	245.26

241259690	29/05/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Dairy products and fruit juices for Black Cockatoo Cafe, Service fee for Black Cockatoo Cafe	738.98
241273320	30/05/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Credit note - Food supplies	-84.96
EFT36314	**11/06/2025**	**QHSE Integrated Solution (Skytrust)**	**WHS Subscription**	**-1097.80**
INV-38425	18/04/2025	QHSE Integrated Solution (Skytrust)	Skytrust - WHS Subscription April 2025	548.90
INV-38932	18/05/2025	QHSE Integrated Solution (Skytrust)	Skytrust - WHS May 2025	548.90
EFT36315	**11/06/2025**	**Blue Wren Park**	**Goods sold on consignment**	**-89.00**
REQ MAY 25	31/05/2025	Blue Wren Park	Goods sold on consignment Kodja Place - May 2025	89.00
EFT36316	**11/06/2025**	**Rodrigo Lamug**	**Staff Reimbursement**	**-1689.93**
REIM 291024	05/06/2025	Rodrigo Lamug	Training for HR B licence	1689.93
EFT36317	**11/06/2025**	**Anne McIntosh T/A Jacaranda and Pine**	**Goods sold on consignment**	**-260.00**
REQ MAY 25	31/05/2025	Anne McIntosh T/A Jacaranda and Pine	Goods sold on consignment Kodja Place - May 2025	260.00
EFT36318	**11/06/2025**	**Tracey Reeves - trading as Wonky Wombat**	**Goods sold on consignment**	**-38.00**
REQ MAY 25	31/05/2025	Tracey Reeves - trading as Wonky Wombat	Goods sold on consignment Kodja Place - May 2025	38.00
EFT36319	**11/06/2025**	**Supagas Pty Ltd**	**Bulk Gas**	**-602.55**
923562D14	15/05/2025	Supagas Pty Ltd	328.4 L LPG Bulk for BCC	602.55
EFT36320	**11/06/2025**	**Sarah Stutley**	**Catering**	**-70.95**
5	05/06/2025	Sarah Stutley	Cupcakes for celebration	70.95
EFT36321	**11/06/2025**	**Lisa Berry**	**Staff reimbursement**	**-192.30**
REIM 100625	10/06/2025	Lisa Berry	Travel Reimbursement 26/5/25-8/6/25	192.30
EFT36322	**11/06/2025**	**Lerrom P/L T/as Kojonup Auto Electrics**	**Auto Electrician**	**-1478.86**
166	08/05/2025	Lerrom P/L T/as Kojonup Auto Electrics	UHF radio 12/24V 80ch compact	241.45
230	16/05/2025	Lerrom P/L T/as Kojonup Auto Electrics	Scan and check Ad Blue fault - repaired broken wire on sensor	261.06
565	04/06/2025	Lerrom P/L T/as Kojonup Auto Electrics	rewire new UHF antenna	367.17
582	04/06/2025	Lerrom P/L T/as Kojonup Auto Electrics	Fault diagnose and repair on dead short in indicators & brake lights	311.96
455	05/06/2025	Lerrom P/L T/as Kojonup Auto Electrics	new battery - Bosch N88h,	297.22
EFT36323	**11/06/2025**	**Michael Magic**	**Tour guide**	**-120.00**
52	07/06/2025	Michael Magic	Conducting 2x tours at The Kodja Place for Echidna Tours - 10 March and 26 March 2025	120.00
EFT36324	**18/06/2025**	**Department of Fire & Emergency Services (DFES)**	**ESL contribution**	**-12839.30**
1549330	21/05/2025	Department of Fire & Emergency Services (DFES)	ESL 4th quarter contribution	12839.30
EFT36325	**18/06/2025**	**Hi-Way Sales & Service**	**Fuel supplies**	**-119.76**
271582	11/06/2025	Hi-Way Sales & Service	29.99L ULP @ $1.80L	53.95
271649	13/06/2025	Hi-Way Sales & Service	35.4L ULP @ $1.86/L	65.81
EFT36326	**18/06/2025**	**Synergy**	**Electricity**	**-190.44**
2010457723	03/06/2025	Synergy	Acc 392675750 PowerWatch 400 HPS WP 1/5/25-30/5/25	190.44
EFT36327	**18/06/2025**	**Kojonup Supermarket**	**Groceries**	**-2178.28**
800 MAY	31/05/2025	Kojonup Supermarket	Groceries for Black Cockatoo Café	2122.17
45 MAY	31/05/2025	Kojonup Supermarket	Acc 45 Billy tea & damper ingedients - Kodja Place	56.11
EFT36328	**18/06/2025**	**Synergy - Street Lights**	**Electricity supply**	**-5228.54**
2042431466	03/06/2025	Synergy - Street Lights	Acc: 131337630 Electricity for street lighting 25/4/25-24/5/25	5228.54
EFT36329	**18/06/2025**	**Shire of Cranbrook**	**Local Government**	**-9712.77**
6875	09/06/2025	Shire of Cranbrook	Long service leave liability - SW 483 weeks of service	9712.77
EFT36330	**18/06/2025**	**Western Australian Treasury Corporation**	**Loan Repayments**	**-5844.69**
23 JUNE 2025	04/06/2025	Western Australian Treasury Corporation	Interest payment for Loan 135, Capital payment for Loan 135	5844.69
EFT36331	**18/06/2025**	**Jill Johnson**	**Staff reimbursement**	**-255.00**
REIM 160625	16/06/2025	Jill Johnson	Phone & Internet expenses - 3 months - March, April, May 2025 - $85/month	255.00
EFT36332	**18/06/2025**	**Warren Blackwood Waste**	**Waste management**	**-30647.05**
19837	06/06/2025	Warren Blackwood Waste	240 Lt Bins Pick up, KJP Bins Pickup, Travel costs, 240 Lt Recycling Bins Pick up, Service town Area Bins	20425.39
19836	06/06/2025	Warren Blackwood Waste	KJP Transfer Station Management May 2025, Transfer Station Extra costs May 2025, Transfer Bulk Bins Waste & recycle May 2025	10221.66
EFT36333	**18/06/2025**	**Readytech T/A IT Vision Australia PTY LTD**	**IT support**	**-64487.89**
INITV042289	22/05/2025	Readytech T/A IT Vision Australia PTY LTD	IT Vision Annual subscription 1/7/25-30/6/26	64487.89
EFT36334	**18/06/2025**	**ABCO Products**	**Cleaning supplies**	**-4838.56**
INV1046104	12/05/2025	ABCO Products	Cleaning Supplies May 2025	4838.56
EFT36335	**18/06/2025**	**KOJONUP BMC EMBROIDERY**	**Uniform**	**-56.00**
11065	08/06/2025	KOJONUP BMC EMBROIDERY	Work jacket for works manager	56.00

EFT36336	**18/06/2025**	**PFD Foodservices (Southway Distributors)**	**Food & Cleaning supplies**	**-1449.20**
LP996556	21/05/2025	PFD Foodservices (Southway Distributors)	Food & Cleaning supplies for BCC	1449.20
EFT36337	**18/06/2025**	**Ramped Technology & Management Systems Pty Ltd**	**IT Support**	**-4411.00**
INV-13372	09/06/2025	Ramped Technology & Management Systems Pty Ltd	IT Support June 2025	4411.00
EFT36338	**18/06/2025**	**Edge Planning & Property**	**Town Planning advice**	**-385.00**
`2914	09/06/2025	Edge Planning & Property	Town Planning Advice - May 2025. 2.5 hours	385.00
EFT36339	**18/06/2025**	**Lucindas Everlastings**	**Goods for Sale**	**-330.50**
17962	06/06/2025	Lucindas Everlastings	Everlasting seeds for sale in Visitor Centre Shop - 25x 10gm Packets, 10x 20gm Packets and 2x 50gm Packets,	330.50
EFT36340	**18/06/2025**	**Dardanup Butchering Company**	**Meat Supplies**	**-976.89**
BW396926	26/05/2025	Dardanup Butchering Company	Meat supplies for Black Cockatoo Cafe	358.90
BW398047	26/05/2025	Dardanup Butchering Company	Food supplies for Black Cockatoo Cafe, Service fee	617.99
EFT36341	**18/06/2025**	**Grande Food Service**	**Food supplies**	**-1379.51**
420502	10/06/2025	Grande Food Service	Food supplies for Black Cockatoo Cafe	47.58
4250594	11/06/2025	Grande Food Service	Food supplies for Black Cockatoo Cafe	1480.87
6019348	13/06/2025	Grande Food Service	Credit note - Food supplies	-148.94
EFT36342	**18/06/2025**	**Leaf Bean Machine**	**Coffee supplies & service**	**-1340.94**
137403	09/06/2025	Leaf Bean Machine	Coffee supplies & service - Black Cockatoo Café	1340.94
EFT36343	**18/06/2025**	**Kristel Thomson**	**Staff reimbursement**	**-87.00**
REIM 130625	13/06/2025	Kristel Thomson	Working with Children Renewal	87.00
EFT36344	**18/06/2025**	**JTB Japanese Trucks & Bus Spares**	**Machinery parts**	**-1072.10**
587717	12/06/2025	JTB Japanese Trucks & Bus Spares	new radiator	1072.10
EFT36345	**18/06/2025**	**Warriedar Kojonup**	**Seedlings**	**-77.00**
102	11/06/2025	Warriedar Kojonup	Seedlings purchased for Koji Kids After School activities	77.00
EFT36346	**18/06/2025**	**Kojonup Light Civil**	**Sand supplies**	**-2250.00**
726	07/06/2025	Kojonup Light Civil	1 cube sand for grave digging May 2025	450.00
725	07/06/2025	Kojonup Light Civil	4 cubes sand for Boscabel Grave works	1800.00
EFT36347	**18/06/2025**	**Vivicka Renia Kahn**	**Staff reimbursement**	**-563.14**
REIM 170625	17/06/2025	Vivicka Renia Kahn	Travel 492.2km @ 88c/km for Audit 16-18 June, Mobile phone plan 7/5/25-6/6/25, Mobile phone plan 7/6/25-6/7/25	563.14
EFT36348	**18/06/2025**	**Lilly's Garden**	**Goods for sale**	**-348.00**
1	07/06/2025	Lilly's Garden	33 jars of assorted jams and relish for sale in Black Cockatoo Cafe	198.00
7	07/06/2025	Lilly's Garden	25 jars of assorted jams and relish for sale in Visitor Centre Shop	150.00
EFT36349	**18/06/2025**	**T&T WA Pty Ltd T/As Albany Ford**	**Vehicle service**	**-485.00**
2154073	30/05/2025	T&T WA P/L T/As Albany Ford	Car Service 30000km	485.00
EFT36350	**18/06/2025**	**Boyup Property Maintenance**	**Property Maintenance**	**-5775.00**
180	10/06/2025	Boyup Property Maintenance	Gutter cleaning Community buildings; Admin building, Memorial hall, Harrison Place toilet, Kodja Place, Black cockatoo, Old Post office, RSL Hall, Showground wool shed, Sporting Complex, Hockey Club, Elverd Cottage, Old Barracks, Day Care Centre, Apex Park toilet, Playgroup	5775.00
EFT36351	**18/06/2025**	**Teletrac Navman and Transtech**	**Vehicle Tracking Devices**	**-2035.50**
93308107	05/05/2025	Teletrac Navman and Transtech	Vehicle Tracking Devices and Service Fees May 2025	2035.50
EFT36352	**18/06/2025**	**Harvey Fresh (1994) Ltd T/A Lactalis**	**Dairy products and fruit juices**	**-351.54**
241348696	12/06/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Dairy products and fruit juices for Black Cockatoo Cafe, service fee	351.54
EFT36353	**18/06/2025**	**Rabobank**	**Bond refund**	**-550.00**
REQ 180625	18/06/2025	Rabobank	Bond refund for Hire of Sporting Complex on 6/3/2024	550.00
EFT36354	**18/06/2025**	**SAPIO Mandurah WA Office SAPIO Pty Ltd**	**CCTV installation**	**-99501.83**
297230	24/03/2025	SAPIO Mandurah WA Office SAPIO Pty Ltd	Claim 3 for CCTV installation in Shire of Kojonup	74690.00
SP297963	31/03/2025	SAPIO Mandurah WA Office SAPIO Pty Ltd	Final claim for CCTV installation in Shire of Kojonup	24811.83
EFT36355	**18/06/2025**	**WA Fuel Supplies Pty Ltd**	**Diesel supplies**	**-5264.26**
217296	10/06/2025	WA Fuel Supplies Pty Ltd	3219 L Diesel @ $1.4867/L	5264.26
EFT36356	**18/06/2025**	**Phillip Gunn**	**Staff reimbursement**	**-42.80**
REQ 12/6/25	17/06/2025	Phillip Gunn	Hazmat incident 2/6/25 - meals & refreshments	42.80
EFT36357	**25/06/2025**	**Payroll Deductions - Shire of Kojonup**	**Payroll deductions**	**-1128.00**
DEDUCTION	17/06/2025	Payroll Deductions - Shire of Kojonup	Payroll deductions	1128.00
EFT36358	**25/06/2025**	**Child Support Agency**	**Payroll deductions**	**-439.30**
DEDUCTION	17/06/2025	Child Support Agency	Payroll deductions	439.30
EFT36359	**25/06/2025**	**Australian Services Union (LGO)**	**Payroll deductions**	**-26.50**
DEDUCTION	17/06/2025	Australian Services Union (LGO)	Payroll deductions	26.50
EFT36360	**25/06/2025**	**Australian Services Union (MEU)**	**Payroll deductions**	**-177.50**
DEDUCTION	17/06/2025	Australian Services Union (MEU)	Payroll deductions	177.50
EFT36361	**26/06/2025**	**Air Liquide**	**Industrial gases**	**-26.06**
NF9527	31/05/2025	Air Liquide	Cylinder Fee 31 days 1/5/25-31/5/25	26.06
EFT36362	**26/06/2025**	**Department of Fire & Emergency Services (DFES)**	**Government services**	**-14238.00**
158998	17/03/2025	Department of Fire & Emergency Services (DFES)	2023-2024 BRM Planning LG Grant Agreement (BRPC)	14238.00
EFT36363	**26/06/2025**	**Australia Post**	**Postal services**	**-193.69**

1014039629	03/06/2025	Australia Post	Postage & Freight May 2025	193.69
EFT36364	**26/06/2025**	**Hi-Way Sales & Service**	**Fuel supplies**	**-214.87**
271804	18/06/2025	Hi-Way Sales & Service	35.76L ULP @ $1.86/L	66.48
271774	18/06/2025	Hi-Way Sales & Service	30.02L ULP @ $1.86	55.81
271935	24/06/2025	Hi-Way Sales & Service	ULP 49.80L @ $1.86	92.58
EFT36365	**26/06/2025**	**Kojonup Agricultural Supplies**	**Agricultural supplies**	**-1970.00**
10240593	18/06/2025	Kojonup Agricultural Supplies	2 x 300mm recycled pipe, 2 x 375mm recycled pipe	1970.00
EFT36366	**26/06/2025**	**Carony Pty Ltd**	**Hardware**	**-4202.40**
03-157003	01/05/2025	Carony Pty Ltd	Financial Diary A4 - Works Foreman	25.95
03-157336	06/05/2025	Carony Pty Ltd	Spray paint - gloss orange - Playgroup repairs	11.25
03-157428	07/05/2025	Carony Pty Ltd	USB cab charger socket - Works Foreman	22.40
03-157463	07/05/2025	Carony Pty Ltd	Ground markers - Sporting ovals	19.15
03-157521	08/05/2025	Carony Pty Ltd	sandpaper, paint rollers, hand sander, rags - Hall bench	67.80
03-157542	08/05/2025	Carony Pty Ltd	Padlock for KP	45.25
01-250240	09/05/2025	Carony Pty Ltd	Paint brush & Jarrah varnish - Hall seating	91.75
03-157761	12/05/2025	Carony Pty Ltd	connector hose	20.50
03-157762	12/05/2025	Carony Pty Ltd	Tap adaptor - 12mm - Apex Park	7.10
03-157869	13/05/2025	Carony Pty Ltd	A4 Display book	2.25
01-250362	13/05/2025	Carony Pty Ltd	Decking oil building maintenance, painting supplies - brush, roller extension, roller tray	726.55
03-157948	14/05/2025	Carony Pty Ltd	Decking oil building maintenance - Painting supplies	249.15
03-158021	14/05/2025	Carony Pty Ltd	Twin pack - padlocks for records	19.75
03-158318	19/05/2025	Carony Pty Ltd	Work Boots Replacement EB	263.50
03-158387	20/05/2025	Carony Pty Ltd	Padlocks- for footy club roller door	34.25
03-158810	26/05/2025	Carony Pty Ltd	Hand sanitiser - KP	3.65
03-158834	26/05/2025	Carony Pty Ltd	450mm broom - tradesman	34.50
03-158789	26/05/2025	Carony Pty Ltd	Decking oil building maintenance, Decking oil building maintenance	2154.00
03-158888	27/05/2025	Carony Pty Ltd	Muradup cemetary repairs - wire brush, caulking gun, liquid nails	30.60
01-250721	27/05/2025	Carony Pty Ltd	3 x 20kg cement	50.25
01-250729	27/05/2025	Carony Pty Ltd	2m spirit level, 1.35kg club hammer with wooden handle, 600mm wrecking bar,	317.50
03-159112	29/05/2025	Carony Pty Ltd	Bolt for hockey club steps	5.30
EFT36367	**26/06/2025**	**Shire Of Katanning**	**Refuse site fees**	**-10177.20**
48189	06/06/2025	Shire Of Katanning	Refuse site fees - May 2025	10177.20
EFT36368	**26/06/2025**	**Synergy**	**Electricity**	**-4698.55**
3000239727	13/06/2025	Synergy	Electricity Acc: 673260350 Admin Office 12/3/25-12/5/25, CWA Hall 11/3/25-12/5/25, Elverds Cottage 8/3/25-9/5/25, Turkeys nest 8/3/25-9/5/25, Swimming Pool 15/4/25-19/5/25, Sporting complex 15/4/25-19/5/25, RSL Hall 12/3/25-12/5/25, Memorial Hall 14/5/25-10/6/25, Information Bay 12/3/25-12/5/25	3679.50
2034464900	23/06/2025	Synergy	Electricity Acc 375598810 26 Katanning Rd, 18/4/25-20/6/25	1019.05
EFT36369	**26/06/2025**	**BK Thomson Electrical Service**	**Electrician**	**-2975.24**
3708	18/06/2025	BK Thomson Electrical Service	Electrical fault in Flashing light 4 Loton Close, lights not working, lights not working in public toilets	2975.24
EFT36370	**26/06/2025**	**RENTOKIL INITIAL PTY LTD**	**Sharps disposal & Cleaning**	**-1693.46**
98296173	16/06/2025	RENTOKIL INITIAL PTY LTD	Sharps disposal service & Urinal descale - Apex Park toilets, Sport complex, RSL Hall, Memorial Hall, Kojonup Spring toilets, Sporting complex downstairs, Harrison Place toilets, Sanitary disposal service - Playgroup,	1693.46
EFT36371	**26/06/2025**	**Westrac Equipment**	**Machinery service**	**-15171.56**
SI1839416	16/06/2025	Westrac Equipment	fuel injector and wiring harness issues- cost for diagnose, repair and parts	14244.28
PI1100330	24/06/2025	Westrac Equipment	elbow hyd fitting and hyd fitting, 2x new batteries	927.28
EFT36372	**26/06/2025**	**Wurth Australia Pty Ltd**	**Mechanical supplies**	**-43.95**
4321438931	20/06/2025	Wurth Australia Pty Ltd	Dry lubricant spray - 6 pack	43.95
EFT36373	**26/06/2025**	**Winc Australia Pty Ltd**	**Stationery**	**-579.97**
9048129406	16/06/2025	Winc Australia Pty Ltd	Paper Trimmer, 3x Paper Clips, 5x Air Duster Cans, paper clips	226.19
9048129407	16/06/2025	Winc Australia Pty Ltd	Avery File Racks x4, Avery Quickvue Lateral File x2	353.78
EFT36374	**26/06/2025**	**Main Roads W.A.**	**Main Roads**	**-464200.00**
8023391	15/06/2025	Main Roads W.A.	Samson Road Bridge work 2024/2025 Grant Commission Allocation 2023/2024	431200.00
8023390	15/06/2025	Main Roads W.A.	Grants Commission Allocation (2023/24) Samson Road - Substructure repairs	33000.00
EFT36375	**26/06/2025**	**ABA Security**	**Security Alarm Monitoring**	**-479.96**
46286	13/06/2025	ABA Security	Depot Building - Security Alarm Monitoring - 13/6/25-12/9/25	239.98
46343	19/06/2025	ABA Security	The Kodja Place Building - Security Alarm Monitoring - 19/6/25-18/9/25,	239.98
EFT36376	**26/06/2025**	**Hersey's Safety Pty Ltd**	**PPE supplies**	**-264.00**
INV-4231	03/06/2025	Hersey's Safety Pty Ltd	Replacement workboots JH	264.00
EFT36377	**26/06/2025**	**The West Australian**	**Advertising**	**-760.50**
10168388202505 31	31/05/2025	The West Australian	22/05/25 Great Southern Herald - Advertising Audit, Risk and Improvement Committee Independant Chairperson	760.50
EFT36378	**26/06/2025**	**CGS ENGINEERS**	**Engineering**	**-439.97**
27728	19/06/2025	CGS ENGINEERS	10 x cemetry flower holders	439.97
EFT36379	**26/06/2025**	**Western Australian Treasury Corporation**	**Loan repayments**	**-65205.34**
30 JUNE 2025	04/06/2025	Western Australian Treasury Corporation	Capital & Interest Payment for Loan 134, Capital & Interest Payment for Loan 148, Capital & Interest Payment for Loan 150, Capital & Interest Payment for Loan 149	65205.34

EFT36380	**26/06/2025**	**McLeods Lawyers Pty Ltd**	**Legal advice**	**-946.22**
145787	30/05/2025	McLeods Lawyers Pty Ltd	Kojonup Sporinghaven Frail Aged Hostel - legal advice	946.22
EFT36381	**26/06/2025**	**Team Global Express Pty Ltd**	**Freight**	**-179.09**
0393-80774145	15/06/2025	Team Global Express Pty Ltd	Freight ex Herseys (PPE), Freight ex Westrac	139.85
0584-S104118	15/06/2025	Team Global Express Pty Ltd	Freight ex - Best Office	39.24
EFT36382	**26/06/2025**	**Optus Billing Services Pty Ltd**	**Telecommunications**	**-1941.00**
511955325	07/06/2025	Optus Billing Services Pty Ltd	Acc:62203522008 Telephone charges - Springhaven - 7/5/25-6/6/25	460.00
511955324	07/06/2025	Optus Billing Services Pty Ltd	Acc 62203521984 Telephone charges Admin office 7/5/25-6/6/25	1109.00
512489008	10/06/2025	Optus Billing Services Pty Ltd	Acc 622035121992 KP Telephone charges 10/5/25-9/6/25,	372.00
EFT36383	**26/06/2025**	**Kojonup Vet Hospital**	**Vet services**	**-200.00**
1/201330	02/05/2025	Kojonup Vet Hospital	Feral Cat Euthanasia	200.00
EFT36384	**26/06/2025**	**LANDGATE**	**Land valuations**	**-125.96**
1481844	03/06/2025	LANDGATE	Town Planning expenses - online purchase	31.60
404359	09/06/2025	LANDGATE	2 x Rural UV Interim Valuations	94.36
EFT36385	**26/06/2025**	**PFD Foodservices (Southway Distributors)**	**Food Supplies**	**-5800.40**
LQ275085	28/05/2025	PFD Foodservices (Southway Distributors)	Food supplies for BCC	71.10
LQ265896	28/05/2025	PFD Foodservices (Southway Distributors)	Cleaning supplies for BCC, Food supplies for BCC	1107.05
LQ265894	28/05/2025	PFD Foodservices (Southway Distributors)	Cleaning supplies for BCC, Food supplies for BCC	93.00
LQ265895	28/05/2025	PFD Foodservices (Southway Distributors)	Food supplies for BCC	68.55
LQ398115	11/06/2025	PFD Foodservices (Southway Distributors)	Food supplies for BCC	71.95
LQ397674	11/06/2025	PFD Foodservices (Southway Distributors)	Cleaning supplies for BCC, Food supplies for BCC	1434.50
LQ468546	18/06/2025	PFD Foodservices (Southway Distributors)	Food supplies BCC	70.10
LQ468564	18/06/2025	PFD Foodservices (Southway Distributors)	Food supplies BCC	1714.75
LQ537283	25/06/2025	PFD Foodservices (Southway Distributors)	Food supplies BCC	1169.40
EFT36386	**26/06/2025**	**BETTA ROADS**	**Roadworks supplies**	**-9240.00**
637	23/06/2025	BETTA ROADS	Polycom stabiliser Reillys Creerk Road	9240.00
EFT36387	**26/06/2025**	**TMSW Pty Ltd t/a Traffic Force**	**Traffic Management Plan**	**-1689.60**
40291	26/05/2025	TMSW Pty Ltd t/a Traffic Force	Traffic management plan & traffic guidance scheme design	1689.60
EFT36388	**26/06/2025**	**BJ Systems**	**Monitoring Sport Complex**	**-144.10**
819875	20/06/2025	BJ Systems	Monitoring Sport Complex	144.10
EFT36389	**26/06/2025**	**GREAT SOUTHERN GRAMMAR SCHOOL**	**REFUND BOND FOR HIRE OF SPORTING COMPLEX**	**-550.00**
T240	25/06/2025	GREAT SOUTHERN GRAMMAR SCHOOL	GREAT SOUTHERN GRAMMER - BOND	550.00
EFT36390	**26/06/2025**	**Nightingale's Nest Nursery**	**Nursery**	**-98.40**
941	10/06/2025	Nightingale's Nest Nursery	Assorted kangaroo paw for planting at KP - Kids after school Activities	98.40
EFT36391	**26/06/2025**	**Dardanup Butchering Company**	**Meat supplies**	**-1613.42**
BW398877	09/06/2025	Dardanup Butchering Company	Meat supplies for Black Cockatoo Cafe, Service fee	703.83
BW399413	16/06/2025	Dardanup Butchering Company	Meat supplies for Black Cockatoo Cafe, Consignment fee	408.18
BW399784	23/06/2025	Dardanup Butchering Company	Meat supplies for Black Cockatoo Cafe, Consignment fee	501.41
EFT36392	**26/06/2025**	**Grande Food Service**	**Food supplies**	**-2039.30**
4250877	18/06/2025	Grande Food Service	Food & Cleaning supplies for Black Cockatoo Café	1909.30
4250878	18/06/2025	Grande Food Service	Food supplies for Black Cockatoo Cafe	130.00
EFT36393	**26/06/2025**	**Leaf Bean Machine**	**Coffee supplies & service**	**-1179.69**
137629	16/06/2025	Leaf Bean Machine	Coffee supplies & service - Black Cockatoo Café	578.84
137831	23/06/2025	Leaf Bean Machine	Coffee supplies & service - Black Cockatoo Café	600.85
EFT36394	**26/06/2025**	**Stuart Richardson**	**REFUND BOND FOR HIRE OF SPORTING COMPLEX**	**-550.00**
T239	25/06/2025	Stuart Richardson	NUTRIEN AG BOND	550.00
EFT36395	**26/06/2025**	**WA Contract Ranger Services**	**Contract Ranger**	**-2769.25**
6338	31/05/2025	WA Contract Ranger Services	Ranger Contract services 21/5/25-29/5/25	2769.25
EFT36396	**26/06/2025**	**Jayne Thorn**	**REFUND BOND FOR HIRE OF SPORTING COMPEX**	**-400.00**
T227	25/06/2025	Jayne Thorn	Bond for Sporting Complex - 18/06/2025	400.00
EFT36397	**26/06/2025**	**Catalyse Pty Ltd**	**community Survey**	**-11080.30**
INV-1437	30/01/2025	Catalyse Pty Ltd	GSRGC - 2023 Markyt Community Scorecard	11080.30
EFT36398	**26/06/2025**	**Data#3 Limited**	**IT licences**	**-339.58**
SIN000298783	16/06/2025	Data#3 Limited	Acrobat Pro for Teams New	339.58
EFT36399	**26/06/2025**	**Lilly's Garden**	**Goods for sale**	**-1494.00**
220625	22/06/2025	Lilly's Garden	Assorted Jams, Relish and Pickles for sale in BCC	996.00
22062025	22/06/2025	Lilly's Garden	Assorted Jams, Relish and Pickles for sale in Visitor Centre	498.00
EFT36400	**26/06/2025**	**Corsign WA Pty Ltd**	**Signs**	**-3820.30**
96039	18/06/2025	Corsign WA Pty Ltd	100 x hessian sandbags	275.00
96046	18/06/2025	Corsign WA Pty Ltd	10 x Chevron 600 x 600 Black & Yellow corflute MMS-ADV-44	198.00
95293	19/06/2025	Corsign WA Pty Ltd	50 white PVC MRWA Guide posts, 2 x Street tag 150mm d/sided black on white, 2 x MR HM 1 Hazard markers, 6 x overhead powerline banners, 6 x carry bags flag pole kit, 6 x Flag Spike	3347.30
EFT36401	**26/06/2025**	**SIRM24 PTY LTD**	**Rangehood maintenance**	**-1200.00**
INV-1425	19/06/2025	SIRM24 PTY LTD	Range hood deep clean - Memorial Hall	1200.00
EFT36402	**26/06/2025**	**Jessica Romic**	**Laundry**	**-250.00**

7	19/06/2025	Jessica Romic	Washing tea towels for BCC 5 weeks @ $50/week Week ending 23/6/25	250.00
EFT36403	**26/06/2025**	**Estelle Lottering**	**Staff reimbursement**	**-195.00**
REIM 230625	23/06/2025	Estelle Lottering	Scrapbook cases for FCOs permit books & documents, Mobile phone charges June 2025	195.00
EFT36404	**26/06/2025**	**Boyup Property Maintenance**	**Gutter cleaning**	**-4500.00**
185	21/06/2025	Boyup Property Maintenance	Gutter Cleaning 25 x Shire houses and units	4500.00
EFT36405	**26/06/2025**	**AusQ Training**	**Training**	**-1183.00**
10874	19/06/2025	AusQ Training	Traffic management reaccreditation 12 participants, Accommodation for trainer	1183.00
EFT36406	**26/06/2025**	**D & T Window Cleaning**	**Routine Window cleaning @ Black Cockatoo - June 2025**	**-240.00**
1443	23/06/2025	D & T Window Cleaning	Routine Window cleaning @ Black Cockatoo - June 2025,	240.00
EFT36407	**26/06/2025**	**Teletrac Navman and Transtech**	**Vehicle tracking**	**-2035.50**
93327199	05/06/2025	Teletrac Navman and Transtech	Vehicle tracking - June 2025	2035.50
EFT36408	**26/06/2025**	**Harvey Fresh (1994) Ltd T/A Lactalis**	**Dairy products and fruit juices**	**-447.08**
241395726	19/06/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Dairy products and fruit juices for Black Cockatoo Cafe, service fee	447.08
EFT36409	**26/06/2025**	**Pronghorn One Pty Ltd T/A Metropolitan Cash Register Co (MCR)**	**Point of sale services**	**-202.40**
INV-8605	20/06/2025	Pronghorn One Pty Ltd T/A Metropolitan Cash Register Co (MCR)	IdealPOS Full Licence Hybrid Development fee & Stock control; IdealPOS Payments Linkly Hybrid Development fee	202.40
EFT36410	**26/06/2025**	**QHSE Integrated Solution (Skytrust)**	**WHS Annual Subscription**	**-548.90**
INV-398427	18/06/2025	QHSE Integrated Solution (Skytrust)	Skytrust - WHS Annual Subscription - June 2025	548.90
EFT36411	**26/06/2025**	**Scavenger Supplies Pty Ltd**	**PPE**	**-9522.81**
INV-22684	19/06/2025	Scavenger Supplies Pty Ltd	FF-402 FUll Face Mask, 6059 Filter Pair, P3 Filter to Suit FF 402, 501 A Retainer Clip to Attach the P3 to the 6059 Per pair	1644.06
INV-22683	19/06/2025	Scavenger Supplies Pty Ltd	Wildland J545 Jackets 5x sz87, 4x sz92, 4x sz97, 5x sz102, 3x sz107, Wildland Trousers T540 2x sz92, 3x sz97, 3x sz102, 3x sz112, BR9 Helmets White Wide Brim x 10, Helmet Stickers - BFB Logo x 10,	7878.75
EFT36412	**26/06/2025**	**Josephine Clare Hayes trading as Gneiss Design**	**Film production**	**-700.00**
0107	03/06/2025	Josephine Clare Hayes trading as Gneiss Design	Editing and production of 2 short films	700.00
EFT36413	**26/06/2025**	**Supagas Pty Ltd**	**Bulk Gas supplies**	**-1530.31**
932373D23	03/06/2025	Supagas Pty Ltd	432 L Bulk LPG	792.63
936431D21	12/06/2025	Supagas Pty Ltd	LPG Bulk gas - 126L @ $1.065/L	147.61
938502D23	17/06/2025	Supagas Pty Ltd	321.60L LPG Bulk gas for BCC	590.07
EFT36414	**26/06/2025**	**Elizabeth French Consulting**	**EHO service**	**-2160.90**
250504	30/05/2025	Elizabeth French Consulting	May 2025 EHO Services 15 hours @ $144.06/hour	2160.90
EFT36415	**26/06/2025**	**Lisa Berry**	**Staff reimbursement**	**-192.30**
REIM 240625	24/06/2025	Lisa Berry	Travel reimbursement Fortnight ending 22/6/25	192.30
EFT36416	**26/06/2025**	**Smarter Tourism Technology Pty Ltd**	**Tourism training**	**-1320.00**
INV-1255	17/06/2025	Smarter Tourism Technology Pty Ltd	5 hour Work Sessions to Upgrade The Town and Country and Noongar Screens at The Kodja Place	1320.00
EFT36417	**26/06/2025**	**Craig Jamie Mcvee**	**Easisalary refund**	**-6679.07**
250625	25/06/2025	Craig Jamie Mcvee	Novated lease overpayment - C McVee 1HKS786	6679.07
EFT36418	**26/06/2025**	**Roger Frederick Bilney**	**Councillor Fees**	**-12950.00**
APR-JUN 25	30/06/2025	Roger Frederick Bilney	Claim for Councillor Fees and Reimbursement 01/04/25 - 30/06/25	12950.00
EFT36419	**26/06/2025**	**Cr Edwin James Radford**	**Councillor Fees**	**-3895.00**
APR-JUN 25	30/06/2025	Cr Edwin James Radford	Claim for Councillor Fees and Reimbursement 01/04/25 - 30/06/25	3895.00
EFT36420	**26/06/2025**	**Cr Michael Mathwin**	**Councillor Fees**	**-3895.50**
APR-JUN 25	30/06/2025	Cr Michael Mathwin	Claim for Councillor Fees and Reimbursement 01/04/25 - 30/06/25	3895.50
EFT36421	**26/06/2025**	**Cr Paul Webb**	**Councillor Fees**	**-3895.00**
APR-JUN 25	30/06/2025	Cr Paul Webb	Claim for Councillor Fees and Reimbursement 01/04/25 - 30/06/25	3895.00
EFT36422	**26/06/2025**	**Cr Kerryn Raelene Mickle**	**Coucillor Fees**	**-3895.50**
APR-JUN 25	30/06/2025	Cr Kerryn Raelene Mickle	Claim for Councillor Fees and Reimbursement 01/04/25 - 30/06/25	3895.50
EFT36423	**26/06/2025**	**Cr. Alan Egerton- Warburton**	**Councillor Fees**	**-3895.00**
APR-JUN 25	30/06/2025	Cr. Alan Egerton- Warburton	Claim for Councillor Fees and Reimbursement 01/04/25 - 30/06/25	3895.00
EFT36424	**26/06/2025**	**Cr Cynthia Wieringa**	**Councillor Fees**	**-5795.50**
APR-JUN 25	30/06/2025	Cr Cynthia Wieringa	Claim for Councillor Fees and Reimbursement 01/04/25 - 30/06/25	5795.50
EFT36425	**30/06/2025**	**DL Consulting**	**Financial Consulting**	**-7078.50**
1303	31/05/2025	DL Consulting	Financial Consulting Support May 2025	7078.50
EFT36426	**30/06/2025**	**Synergy**	**Electricity supply**	**-363.57**
2034464901	23/06/2025	Synergy	Electricity Acc: 375598950 28 Katanning Rd 18/4/25-20/6/25	363.57
EFT36427	**30/06/2025**	**Kojonup Supermarket**	**Groceries**	**-559.69**

617 MAY25	31/05/2025	Kojonup Supermarket	Acc: 617 Groceries for councillors, staff, Kindy Cafe, Library coffee & chat, Cleaning supplies, Koji Kids after school activities, Depot, DFES meetings	364.40
617 MAY	31/05/2025	Kojonup Supermarket	Acc 617 Koji Kids After School Activities - Brownies in a Jar	195.29
EFT36428	**30/06/2025**	**Kojonup Country Kitchen**	**Catering**	**-607.10**
3104 JUNE	10/06/2025	Kojonup Country Kitchen	Catering for Town Planning Workshop - 10/06/25 - 11people	234.50
3105	17/06/2025	Kojonup Country Kitchen	Catering - Council Briefing Session 17/06/25 - 9 people	211.05
3106	24/06/2025	Kojonup Country Kitchen	Catering - Council Meeting 24 June 2025 - 9 People	161.55
EFT36429	**30/06/2025**	**Station Motors Vehicle Group**	**Mechanic**	**-260.11**
35919	10/06/2025	Station Motors Vehicle Group	2x pipes and a bracket for DPF exhaust.	260.11
EFT36430	**30/06/2025**	**Team Global Express Pty Ltd**	**Freight**	**-105.16**
0394-80774145	22/06/2025	Team Global Express Pty Ltd	Freight ex Japanese Truck parts, Freight ex Herseys Safety	105.16
EFT36431	**30/06/2025**	**Optus Billing Services Pty Ltd**	**Telecommunications**	**-240.00**
513018690	13/06/2025	Optus Billing Services Pty Ltd	Acc: 62203522214 Depot Phone loop 13/5/25-12/6/25	240.00
EFT36432	**30/06/2025**	**Readytech T/A IT Vision Australia PTY LTD**	**ERP - Project**	**-16634.40**
INITVC042447	27/06/2025	Readytech T/A IT Vision Australia PTY LTD	ERP System - Project commencement 20% deposit	11048.40
INITV042442	27/06/2025	Readytech T/A IT Vision Australia PTY LTD	Update Synergy Play Account	554.40
INITV042439	27/06/2025	Readytech T/A IT Vision Australia PTY LTD	2025/2026 Rates Billing Preparation and Processing	4200.00
INITV042466	30/06/2025	Readytech T/A IT Vision Australia PTY LTD	Refresh Play account on 27/06/25 afterhours in preparation of payroll year end process	831.60
EFT36433	**30/06/2025**	**BEST OFFICE SYSTEMS**	**Printing supplies**	**-418.00**
646759	10/06/2025	BEST OFFICE SYSTEMS	2x Ricoh Toners	418.00
EFT36434	**30/06/2025**	**PFD Foodservices (Southway Distributors)**	**Food & Cleaning supplies**	**-1097.25**
LQ344751	05/06/2025	PFD Foodservices (Southway Distributors)	Cleaning supplies for BCC, Food supplies for BCC	1278.50
LQ344790	05/06/2025	PFD Foodservices (Southway Distributors)	Credit note - Food supplies	-181.25
EFT36435	**30/06/2025**	**Autosmart WA Southwest**	**Mechanical supplies**	**-273.76**
2404239	06/06/2025	Autosmart WA Southwest	rags, 20L of G101, Smart Glass 20LT	273.76
EFT36436	**30/06/2025**	**Amity Settlements**	**Settlement service**	**-256.50**
2500224A	30/06/2025	Amity Settlements	Landgate Application Fee - Katanning Road Subdivision	256.50
EFT36437	**30/06/2025**	**Clarke's Furniture & Kitchen Design**	**Cabinet making**	**-2363.65**
3178	25/06/2025	Clarke's Furniture & Kitchen Design	Manufacture & install storage shelving for records main admin office, New door lock, remove section of office desk	2363.65
EFT36438	**30/06/2025**	**Edge Planning & Property**	**Town Planning**	**-11000.00**
2910A	25/06/2025	Edge Planning & Property	Town planning Scheme 4 Phase 1 - prepare draft scheme, instruct DPLH mapping team	11000.00
EFT36439	**30/06/2025**	**Grande Food Service**	**Food supplies**	**-1844.38**
4251195	25/06/2025	Grande Food Service	Food supplies for Black Cockatoo Café	1844.38
EFT36440	**30/06/2025**	**Vivicka Renia Kahn**	**Staff reimbursement**	**-462.88**
REIM 290625	29/06/2025	Vivicka Renia Kahn	Travel 526km @ 88c/km	462.88
EFT36441	**30/06/2025**	**3E Advantage Pty Ltd**	**Printing charges**	**-1200.85**
INV-159854-H5L7Z3	27/06/2025	3E Advantage Pty Ltd	Printing Charges June 2025	1200.85
EFT36442	**30/06/2025**	**Epos Systems Pty Ltd**	**Point of Sale service**	**-834.90**
420273	26/06/2025	Epos Systems Pty Ltd	Annual Subsciption for Kodja Place and Visitor Centre Point of Sale	834.90
EFT36443	**30/06/2025**	**Light Application Pty Ltd**	**Oval lights**	**-1188.00**
INV/2025/00675	06/06/2025	Light Application Pty Ltd	SaaS - LP - LightPIN Service Fee 17/06/2025 - 16/06/2025 - Kojonup netball courts	1188.00
EFT36444	**30/06/2025**	**Harvey Fresh (1994) Ltd T/A Lactalis**	**Dairy products and fruit juices for Black Cockatoo Cafe**	**-439.51**
241304026	05/06/2025	Harvey Fresh (1994) Ltd T/A Lactalis	Dairy products and fruit juices for Black Cockatoo Cafe - service fee	439.51
EFT36445	**30/06/2025**	**Jack in the Box**	**Entrance signage**	**-15752.00**
12228	26/06/2025	Jack in the Box	Consult for Kojonup Town Entrance Signs - with council and Kojonup Community. Conceptualisation and design of entrance signs and community feedback session and consult.	15752.00
				1,192,705.09

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Direct Deposits 1/6/2025-30/6/2025				
DD24598.1	**03/06/2025**	**Aware Super**	**Payroll deductions**	**-8838.46**
SUPER	03/06/2025	Aware Super	Payroll Deduction	7654.06
DEDUCTION	03/06/2025	Aware Super	Payroll Deduction	1084.40
DEDUCTION	03/06/2025	Aware Super	Payroll Deduction	100.00
DD24598.2	**03/06/2025**	**Sparky Downs Superannuation Fund**	**Superannuation contributions**	**-137.42**
SUPER	03/06/2025	Sparky Downs Superannuation Fund	Superannuation contributions	137.42
DD24598.3	**03/06/2025**	**Hesta Super**	**Payroll deductions**	**-576.21**
SUPER	03/06/2025	Hesta Super	Superannuation contributions	524.45
DEDUCTION	03/06/2025	Hesta Super	Payroll deductions	51.76
DD24598.4	**03/06/2025**	**AMP Super Fund**	**Superannuation contributions**	**-323.73**
SUPER	03/06/2025	AMP Super Fund	Superannuation contributions	323.73
DD24598.5	**03/06/2025**	**Retirement Portfolio Service**	**Payroll deductions**	**-568.98**

SUPER	03/06/2025	Retirement Portfolio Service	Superannuation contributions	441.00
DEDUCTION	03/06/2025	Retirement Portfolio Service	Payroll deductions	127.98
DD24598.6	**03/06/2025**	**Bendigo SmartStart Super**	**Superannuation contributions**	**-362.69**
SUPER	03/06/2025	Bendigo SmartStart Super	Superannuation contributions	362.69
DD24598.7	**03/06/2025**	**Vanguard Super**	**Payroll deductions**	**-391.52**
SUPER	03/06/2025	Vanguard Super	Superannuation contributions	300.47
DEDUCTION	03/06/2025	Vanguard Super	Payroll deductions	91.05
DD24598.8	**03/06/2025**	**ANZ Smart Choice Super**	**Payroll deductions**	**-364.34**
SUPER	03/06/2025	ANZ Smart Choice Super	Superannuation contributions	329.34
DEDUCTION	03/06/2025	ANZ Smart Choice Super	Payroll deductions	35.00
DD24598.9	**03/06/2025**	**Colonial First State FirstChioce Superannuation Trust**	**Payroll deductions**	**-1172.49**
SUPER	03/06/2025	Colonial First State FirstChioce Superannuation Trust	Superannuation contributions	515.68
DEDUCTION	03/06/2025	Colonial First State FirstChioce Superannuation Trust	Payroll deductions	156.27
DEDUCTION	03/06/2025	Colonial First State FirstChioce Superannuation Trust	Payroll deductions	500.54
DD24604.1	**03/06/2025**	**AUSTRALIAN TAXATION OFFICE**	**PAYGW**	**-32945.62**
24/25 PP25 WEEK50	03/06/2025	AUSTRALIAN TAXATION OFFICE	STP 76188, STP 76189 PAY 188 Final pay reversal, STP 76190 PAY 188 Final pay correction	32945.62
DD24606.1	**03/06/2025**	**Easigroup**	**Novated Lease Payments**	**-781.49**
24/25 PP25 WEEK50	03/06/2025	Easigroup	JJ - Novated Lease Post Tax, Novated Lease Pre Tax	781.49
DD24612.1	**23/06/2025**	**Caltex Star Card**	**Fuel Purchase**	**-2174.30**
JUNE	23/06/2025	Caltex Star Card	Starcard 224.52L Diesel KO10 June, Starcard 224.92L Diesel KO5 June, Starcard 250.67L Diesel KO118 June, Starcard 351.89L Diesel 1KO June, Starcard 100.70L Diesel 2KO June, Starcard Card fes	2174.30
DD24614.2	**04/06/2025**	**Ampol**	**Ampol Fuel Card**	**-1484.82**
967332	21/05/2025	Ampol	105.87L Diesel KO784 May, 289.93L Diesel KO914 May, 175.44L ULP KO662 May, 209.88L Diesel KO118 May, Ampol Card fee	1484.82
DD24616.1	**21/06/2025**	**Ampol**	**Card fees June**	**-76.46**
1024606	21/06/2025	Ampol	Card fees June	76.46
DD24620.1	**04/06/2025**	**Ampol**	**reversal of payment - incorrect payment date**	**1484.82**
MAY REVERSAL	21/05/2025	Ampol	Reversal of fuel card - incorrect date	-1484.82
DD24628.1	**17/06/2025**	**Aware Super**	**Payroll deductions**	**-8743.99**
SUPER	17/06/2025	Aware Super	Superannuation contributions	7557.09
DEDUCTION	17/06/2025	Aware Super	Payroll deductions	1086.90
DEDUCTION	17/06/2025	Aware Super	Payroll deductions	100.00
DD24628.2	**17/06/2025**	**Sparky Downs Superannuation Fund**	**Superannuation contributions**	**-23.78**
SUPER	17/06/2025	Sparky Downs Superannuation Fund	Superannuation contributions	23.78
DD24628.3	**17/06/2025**	**Hesta Super**	**Payroll deductions**	**-584.83**
SUPER	17/06/2025	Hesta Super	Superannuation contributions	533.07
DEDUCTION	17/06/2025	Hesta Super	Payroll deductions	51.76
DD24628.4	**17/06/2025**	**AMP Super Fund**	**Superannuation contributions**	**-322.26**
SUPER	17/06/2025	AMP Super Fund	Superannuation contributions	322.26
DD24628.5	**17/06/2025**	**Retirement Portfolio Service**	**Payroll deductions**	**-559.64**
SUPER	17/06/2025	Retirement Portfolio Service	Superannuation contributions	431.66
DEDUCTION	17/06/2025	Retirement Portfolio Service	Payroll deductions	127.98
DD24628.6	**17/06/2025**	**Bendigo SmartStart Super**	**Superannuation contributions**	**-362.69**
SUPER	17/06/2025	Bendigo SmartStart Super	Superannuation contributions	362.69
DD24628.7	**17/06/2025**	**Vanguard Super**	**Superannuation contributions**	**-391.52**
SUPER	17/06/2025	Vanguard Super	Superannuation contributions	300.47
DEDUCTION	17/06/2025	Vanguard Super	Payroll deductions	91.05
DD24628.8	**17/06/2025**	**ANZ Smart Choice Super**	**Payroll deductions**	**-373.68**
SUPER	17/06/2025	ANZ Smart Choice Super	Superannuation contributions	338.68
DEDUCTION	17/06/2025	ANZ Smart Choice Super	Payroll deductions	35.00
DD24628.9	**17/06/2025**	**Colonial First State FirstChioce Superannuation Trust**	**Payroll deductions**	**-1172.49**
SUPER	17/06/2025	Colonial First State FirstChioce Superannuation Trust	Superannuation contributions	515.68
DEDUCTION	17/06/2025	Colonial First State FirstChioce Superannuation Trust	Payroll deductions	156.27
DEDUCTION	17/06/2025	Colonial First State FirstChioce Super	Payroll deductions	500.54
DD24629.1	**3/06/2025**	**Aware Super**	**Superannuation contributions**	**-69.05**
SUPER	17/06/2025	Aware Super	Superannuation contributions	69.05
DD24631.1	**17/06/2025**	**Easigroup**	**Novated Lease Payment**	**-781.49**
24/25 PP26 WEEK52	17/06/2025	Easigroup	JJ - Novated Lease Post Tax, Novated Lease Pre Tax	781.49
DD24636.1	**17/06/2025**	**AUSTRALIAN TAXATION OFFICE**	**PAYGW**	**-31077.62**
24/25 PP26 WEEK52	17/06/2025	AUSTRALIAN TAXATION OFFICE	STP 76602, STP 76603 PAY 680 omitted in error	31077.62
DD24655.1	**23/06/2025**	**Bond Administrator**	**Bond for 7 Loton Close**	**-1000.00**
37363/25	23/06/2025	Bond Administrator	RC Receipt 177771 Paid 19/06/25	1000.00
DD24664.1	**30/06/2025**	**NAB**	**NAB June Credit Card**	**-1644.02**
JUNE 2025	22/05/2025	Beacon Lighting	12 x lightbulbs CEO House	$ 142.29
JUNE 2025	22/05/2025	Megacinos	WALGA Zone meeting	$ 135.00
JUNE 2025	9/06/2025	Hilton Perth	Accommodation Shire President - Forum	$ 427.39

JUNE 2025	16/06/2025	CPP Convention Centre	Parking - WALGA Convention	$ 26.25
JUNE 2025	18/06/2025	NAB	Card Fee	$ 3.25
JUNE 2025	22/05/2025	Seek	Advertise Gardener/general Hand	$ 478.50
JUNE 2025	23/05/2025	Black Cockatoo	Meeting expenses	$ 35.30
JUNE 2025	23/05/2025	Temu	Supplies for KKASA	$ 28.57
JUNE 2025	26/05/2025	Office Works	Office Stationery	$ 176.45
JUNE 2025	27/05/2025	Shire of Kojonup	Drivers licence JA	$ 46.85
JUNE 2025	2/06/2025	Shire of Kojonup	Drivers licence JH	$ 48.20
JUNE 2025	2/06/2025	WA Newspapers	Subscription	$ 32.00
JUNE 2025	11/06/2025	Benesse Busselton	Meeting with Jack in the Box	$ 60.72
JUNE 2025	18/06/2025	NAB	Card Fee	$ 3.25
DD24598.10	**3/06/2025**	**HOSTPLUS**	**Superannuation contributions**	**-722.45**
DEDUCTION	3/06/2025	HOSTPLUS	Payroll deductions	65.44
SUPER	3/06/2025	HOSTPLUS	Superannuation contributions	657.01
DD24598.11	**03/06/2025**	**Prime Super**	**Superannuation contributions**	**-1568.12**
DEDUCTION	3/06/2025	Prime Super	Payroll deductions	40.00
SUPER	3/06/2025	Prime Super	Superannuation contributions	1528.12
DD24598.12	**3/06/2025**	**Australian Super Pty Ltd**	**Superannuation contributions**	**-2929.67**
DEDUCTION	3/06/2025	Australian Super Pty Ltd	Payroll deductions	235.18
SUPER	3/06/2025	Australian Super Pty Ltd	Superannuation contributions	2694.49
DD24598.13	**03/06/2025**	**REST SUPERANNUATION**	**Superannuation contributions**	**-427.15**
SUPER	03/06/2025	REST SUPERANNUATION	Superannuation contributions	427.15
DD24598.14	**03/06/2025**	**Panorama Super**	**Superannuation contributions**	**-50.81**
SUPER	03/06/2025	Panorama Super	Superannuation contributions	50.81
DD24598.15	**03/06/2025**	**Australian Retirement Trust**	**Superannuation contributions**	**-1144.50**
SUPER	03/06/2025	Australian Retirement Trust	Superannuation contributions	1144.50
DD24598.16	**03/06/2025**	**Commonwealth Superannuation Savings Account**	**Superannuation contributions**	**-729.81**
SUPER	03/06/2025	Commonwealth Superannuation Savings Account	Superannuation contributions	729.81
DD24628.10	**17/06/2025**	**HOSTPLUS**	**Superannuation contributions**	**-734.70**
DEDUCTION	17/06/2025	HOSTPLUS	Payroll deductions	68.29
SUPER	17/06/2025	HOSTPLUS	Superannuation contributions	666.41
DD24628.11	**17/06/2025**	**Prime Super**	**Superannuation contributions**	**-1505.84**
DEDUCTION	17/06/2025	Prime Super	Payroll deductions	40.00
SUPER	17/06/2025	Prime Super	Superannuation contributions	1465.84
DD24628.12	**17/06/2025**	**Australian Super Pty Ltd**	**Superannuation contributions**	**-2537.65**
DEDUCTION	17/06/2025	Australian Super Pty Ltd	Payroll deductions	153.14
SUPER	17/06/2025	Australian Super Pty Ltd	Superannuation contributions	2384.51
DD24628.13	**17/06/2025**	**REST SUPERANNUATION**	**Superannuation contributions**	**-1110.67**
SUPER	17/06/2025	REST SUPERANNUATION	Superannuation contributions	1110.67
DD24628.14	**17/06/2025**	**Panorama Super**	**Superannuation contributions**	**-53.23**
SUPER	17/06/2025	Panorama Super	Superannuation contributions	53.23
DD24628.15	**17/06/2025**	**Australian Retirement Trust**	**Superannuation contributions**	**-1135.16**
SUPER	17/06/2025	Australian Retirement Trust	Superannuation contributions	1135.16
DD24628.16	**17/06/2025**	**Commonwealth Superannuation Savings Account**	**Superannuation contributions**	**-729.81**
SUPER	17/06/2025	Commonwealth Superannuation Savings Account	Superannuation contributions	729.81
FEES		**2025**	**Centrelink Charge**	**-6.93**
GJ24251201			**June iiNet**	**-620.89**
GJ24251201		**NAB**	**June Bank Charges**	**-165.50**
GJ24251201			**June Miscellaneous**	**-120.00**
GJ24251201			**June Payroll Creditors**	**-220712.63**
GJ24251201			**June Transport Licensing**	**-71280.60**
				404,106.89

Summary for June 2025	
Cheque 14403	15,649.05
EFT 36246 - 36445	1,192,705.09
Direct Debits	404,106.89
Total	**1,612,461.03**

Shire of Kojonup

LIST OF FEES & CHARGES

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Introduction

The Shire of Kojonup has seven (7) methods of setting its fees and charges, as follows:

1. Set by Legislation (Internal) - e.g. Local Law
2. Set by Legislation (External) - e.g. State Law
3. Upper Limit Cost (s6.17(3)(a) of the Act) - Copies of Information (s.5.96 of the Act)
4. Upper Limit Cost (s6.17(3)(b) of the Act) - Approvals (s.6.16(d) of the Act)
5. General - Commercial Activity e.g. Leisure Centre
6. General - Community Activity e.g. Hall Hire
7. Other - Limited by Other Legislation - e.g. National Competition Policy

The method of setting each particular fee or charge is shown in the "Policy" column in this list.

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Rates							
Property Listing - Electronic	$ 55.00	$ 55.00	3. Copies of Information	$ 55.00	N	1283	GRO
Ownership Details	$ 50.00	$ 50.00	3. Copies of Information	$ 50.00	N		
Property Settlement/Account Enquiry							
- Standard	$ 65.00	$ 65.00	3. Copies of Information	$ 65.00	N		
- Detailed	$ 110.00	$ 110.00	3. Copies of Information	$ 110.00	N		
Special Payment Arrangement (Rates)							
Administration Fee per Instalment (2nd,3rd & 4th)	$ 9.00	$ 9.00	7. Limited by other Legislation	$ 9.00	N	1073	GRO
Interest Charge - Late Payment	7%	7%	7. Limited by other Legislation	7%	N	1043	
Interest Charge - Instalments	5.5%	5.5%	7. Limited by other Legislation	5.5%	N	1063	
Freedom of Information Fees							
Application Fee	$ 30.00	$ 30.00	2. External Legislation	$ 30.00	N	2053	RO
Research Fee & Supervision of Document Viewing - per hr	$ 30.00	$ 30.00	2. External Legislation	$ 30.00	N		
(25% concession on Financially Disadvantaged People)							
Photocopying	$ 0.20	$ 0.20	2. External Legislation	$ 0.20	Y		
Postage - Standard Envelope	At Cost	At Cost	2. External Legislation	At Cost	N		
Motor Vehicle Licensing							
Shire of Kojonup Local Authority Number Plates (This is addition to the Dept of Transport fees set by the Dept of Transport - as at 1 July 2025)	$ 275.00	$ 275.00	5. Commercial	$ 50.00	N	2053	MCFC
Other Administration							
Single or Double Sided							
- A4	$ 0.60	$ 0.60	5. Commercial	$ 0.60	Y	2143	MCFC
- A3	$ 1.00	$ 1.00	5. Commercial	$ 1.00	Y		
- A4 Coloured Paper	$ 1.00	$ 1.00	5. Commercial	$ 1.00	Y		
Electoral Rolls	$ 50.00	$ 50.00	3. Copies of Information	$ 50.00	Y	2053	GRO
Council Agendas and Minutes (free on web or via email) - per meeting	$ 20.00	$ 20.00	3. Copies of Information	$ 20.00	Y		
Council Agendas and Minutes (free on web or via email) - Annual Subscription	$ 150.00	$ 150.00	3. Copies of Information	$ 150.00	Y		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026			
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Animal Control							
Pound Fees - Weekdays							
Surrender of a Cat or Dog	$ 125.00	$ 125.00		$ 125.00	Y		
Seizure of a dog or cat without Impounding	$ 75.00	$ 75.00		$ 75.00	N		
Seizure of a compliant cat or dog without Impounding	$ 37.50	$ 37.50		$ 37.50	N		
Seizure and Impounding of a dog or cat	$ 110.00	$ 110.00	6. Community Activity	$ 110.00	N		
Seizure and Impounding of a compliant dog or cat	$ 55.00	$ 55.00		$ 55.00	N		
Sustenance Fee (per day or part thereof)	$ 20.00	$ 20.00		$ 20.00	Y		
Dog Trap - Daily Hire	$ 10.00	$ 10.00		$ 10.00	Y	2663	
Dog Trap - Refundable Deposit	$ 100.00	$ 100.00		$ 100.00	Y		
Pound Fees - Weekends/After Hours							
Seizure of a dog or cat without Impounding	$ 130.00	$ 130.00		$ 130.00	N		
Seizure of a compliant dog or cat without Impounding	$ 65.00	$ 65.00	6. Community Activity	$ 65.00	N		
Seizure and Impounding of a dog or cat	$ 180.00	$ 180.00		$ 180.00	N		
Seizure and Impounding of a compliant dog or cat	$ 90.00	$ 90.00		$ 90.00	N		Ranger
Other Stock - Local Government (Miscellaneous Provisions) Act 1960							
Impounding - All stock/head			6. Community Activity	$ 110.00	N		
Daily Sustenance fees/head				$ 55.00	N	2703	
Destruction - All stock /head				$ 110.00	N		
Dog Registrations - Statutory Fees - as set and amended by Dog Regulations 1976							
All registrations expire 31st October							
Dogs Registered after 31st May for one year - 50% of appropriate fee							
Dangerous Dog - 1 Year	$ 50.00	$ 50.00		$ 50.00	N		
Dog Kept in an Approved Kennel Establishment (per kennel establishment)	$ 200.00	$ 200.00		$ 200.00	N		
1 Year Registration - Sterilised			2. External Legislation			2673	
Dog or Bitch	$ 20.00	$ 20.00		$ 20.00	N		
Working Dog or Bitch	$ 5.00	$ 5.00		$ 5.00	N		
Pensioner Concessional Rate	$ 10.00	$ 10.00		$ 10.00	N		
1 Year Registration - Unsterilised							
Dog or Bitch	$ 50.00	$ 50.00		$ 50.00	N		
Working Dog or Bitch	$ 12.50	$ 12.50	2. External Legislation	$ 12.50	N	2673	Ranger
Pensioner Concessional Rate	$ 25.00	$ 25.00		$ 25.00	N		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	**2024/2025**	**Policy**	**Fee/Charge**	**GST**	**G/L Account**	**Responsible Officer**
3 Year Registration - Sterilised							
Dog or Bitch	$ 42.50	$ 42.50		$ 42.50	N		
Working Dog or Bitch	$ 10.60	$ 10.60		$ 10.60	N		
Pensioner Concessional Rate	$ 21.25	$ 21.25		$ 21.25	N		
3 Year Registration - Unsterilised							
Dog or Bitch	$ 120.00	$ 120.00		$ 120.00	N		
Working Dog or Bitch	$ 30.00	$ 30.00		$ 30.00	N		
Pensioner Concessional Rate	$ 60.00	$ 60.00	2. External Legislation	$ 60.00	N		
						2673	Ranger
Lifetime Registration - Sterilised							
Dog or Bitch	$ 100.00	$ 100.00		$ 100.00	N		
Working Dog or Bitch	$ 25.00	$ 25.00		$ 25.00	N		
Pensioner Concessional Rate	$ 50.00	$ 50.00		$ 50.00	N		
Lifetime Registration - Unsterilised							
Dog or Bitch	$ 250.00	$ 250.00		$ 250.00	N		
Working Dog or Bitch	$ 62.50	$ 62.50		$ 62.50	N		
Pensioner Concessional Rate	$ 125.00	$ 125.00		$ 125.00	N		
Refunds if Sterilised:							
Paid in accordance with the Dog Regulations 2009 depending on time of sterilisation (refer Circular 5/2017)							
Cat Registrations - Statutory Fees - as set and amended by the Cat Act							
All registrations expire 31st October							Ranger
Cats Registered after 31st May for one year - 50% of appropriate fee							
Registration - 1 Year	$ 20.00	$ 20.00		$ 20.00	N		
Registration - 3 Years	$ 42.50	$ 42.50	2. External Legislation	$ 42.50	N	2674	
Registration - Lifetime	$ 100.00	$ 100.00		$ 100.00	N		
Pensioner Concession Rate (50% discount of standard fee)					N		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Ranger Services Labour Hire (per hour)							
Ranger Attendance (8am -5pm)			6. Community Activity	$ 90.00	Y	2633	Ranger
Ranger Attendance (5pm - 8am)				$ 216.00	Y		
Vehicle Usage per Kilometre	$ 0.85	$ 0.85		$ 0.85	Y		
Application to Keep More than Prescribed Amount of Dogs	$ 120.00	$ 120.00		$ 120.00	Y		
Application to Keep More than Prescribed Amount of Cats	$ 120.00	$ 120.00		$ 120.00	Y		
Approval to Breed Dogs - 1 Year/per breeding				$ 100.00	Y	2673	
Approval to Breed Cats - 1 Year/per breeding				$ 100.00	Y	2674	
Application and License to keep approved dog kennel establishment (Annual)				$ 200.00	Y	2633	
Application and License to keep approved cat pound establishment (Annual)				$ 150.00	Y		
Dog kept in approved kennel establishment licensed under section 27 (Normal dog)				$ 200.00	Y		
Dog kept in approved kennel establishment licensed under section 27 (Working dog)				$ 50.00	Y		
Microchipping of Impounded Dog	$ 30.00	$ 30.00		$ 55.00	Y		
Microchipping of Impounded Cat	$ 30.00	$ 30.00		$ 55.00	Y		
Rangering Labour Resource Sharing with Other Local Governments (per hour)	$ 100.00	$ 100.00		$ 100.00	Y	2673	
Vehicle Fuel Usage for Resource Sharing per kilometre	$ 0.85	$ 0.85		$ 0.85	Y	2674	
Disposal of small animal carcasses				$ 110.00	Y	2633	
Disposal of large animal carcasses	$ 150.00	$ 150.00		$ 150.00	Y	3283	
Cat Trap - Daily Hire	$ 5.00	$ 5.00	6. Community Activity	$ 5.00	Y	2633	
Cat Trap - Refundable Deposit	$ 50.00	$ 50.00		$ 50.00	N		
Dog Trap - Daily Hire	$ 10.00	$ 10.00		$ 10.00	Y		
Dog Trap - Refundable Deposit	$ 100.00	$ 100.00		$ 100.00	N		
Fire Maps							
Fire Maps - A3 size			6. Community Activity	$ 5.00	Y	2383	CESM
Fire Maps - A1 Size	$ 20.00	$ 20.00		$ 30.00	Y		
Installing of Fire Breaks - Contract work				At cost	Y		
Administration Fee to arrange Non-compliant fire breaks				$ 137.41	Y	2292	
Fines Enforcement Registry - Registration Fee Increase 2025-2026							
Final Demand			2. External Legislation	$ 27.60	N	2812	Enforcement
Fee for Enforcement Certificate				$ 23.50	N		
Fee for Registering Infringement				$ 88.50	N		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Health Services							
Environmental Health Officer							
Food Premises Registration				$ 255.00	Y		
Food Premises inspection and licence renewal - High Risk	$ 300.00	$ 300.00		$ 300.00	Y	3223	
Food Premises inspection and licence renewal - Medium Risk	$ 200.00	$ 200.00	5. Commercial Activity	$ 200.00	Y		PMRS/EHO
Food Premises inspection and licence renewal - Low Risk	$ 100.00	$ 100.00		$ 100.00	Y		
Resource Sharing with Other Local Governments (per hour)	$ 100.00	$ 100.00		POA	Y		
Vehicle Usage per kilometre in accordance with ATO	$ 0.85	$ 0.85		$ 0.88	Y	3283	
Public Septic Inspections	$ 150.00	$ 150.00		POA	Y		
Trading in Public Places							
Application and Licence	$ 550.00	$ 550.00		$ 550.00	N		
Annual Renewal Fee	$ 550.00	$ 550.00	1. Local Law	$ 550.00	N	3223	
Temporary Fee (1 month)	$ 100.00	$ 100.00		$ 100.00	N		
Concessions							PMRS/EHO
- Half Year Licences	50% of Annual Fees	50% of Annual Fees	1. Local Law	50% of Annual Fees	Y	3223	
- Kojonup Community Organisations	Exempt from Fees	Exempt from Fees		Exempt from Fees	N		
Public Buildings - Health (Public Buildings) Regulations 1992							
Application for a public building (under s176 of the Act) or an application to vary a certificate of approval (Regulation 9) - Fee equal to the cost of considering the application not exceeding fee amount:	$ 871.00	$ 871.00	2. External Legislation	$ 871.00	N	3223	PMRS/EHO

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Preventative Services - Inspections / Administration - in accordance with Health (Offensive Trades Fees) Regulations 1976							
Slaughterhouses	$ 298.00	$ 298.00	2. External Legislation	$ 298.00	N	3223	PMRS/EHO
Piggeries	$ 298.00	$ 298.00		$ 298.00	N		
Artificial Manure Depots	$ 211.00	$ 211.00		$ 211.00	N		
Bone Mills	$ 171.00	$ 171.00		$ 171.00	N		
Places for Storing, Drying or Preserving Bones	$ 171.00	$ 171.00		$ 171.00	N		
Fat Melting, fat extracting or tallow melting establishments:							
- Butcher Shops and similar	$ 171.00	$ 171.00	2. External Legislation	$ 171.00	N		
- Larger Establishments	$ 298.00	$ 298.00		$ 298.00	N		
Blood Drying	$ 171.00	$ 171.00		$ 171.00	N		
Gut Scraping, preparation of sausage skins	$ 171.00	$ 171.00		$ 171.00	N		
Fellmongeries	$ 171.00	$ 171.00		$ 171.00	N		
Manure Works	$ 211.00	$ 211.00		$ 211.00	N		
Fish curing establishments	$ 211.00	$ 211.00		$ 211.00	N		
Laundries & Dry-cleaning Establishments	$ 147.00	$ 147.00		$ 147.00	N		
Bone Merchant Premises	$ 171.00	$ 171.00		$ 171.00	N		
Flock factories	$ 171.00	$ 171.00		$ 171.00	N		
Knackeries	$ 298.00	$ 298.00		$ 298.00	N		
Poultry Processing establishments	$ 298.00	$ 298.00		$ 298.00	N		
Poultry Farming	$ 298.00	$ 298.00		$ 298.00	N		
Rabbit Farms	$ 298.00	$ 298.00		$ 298.00	N		
Fish Processing establishments in which whole fish are cleaned and prepared	$ 298.00	$ 298.00		$ 298.00	N		
Shellfish and crustacean processing establishments	$ 298.00	$ 298.00		$ 298.00	N		
Any other offensive trade not specified	$ 298.00	$ 298.00		$ 298.00	N		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026			
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Caravan Park or Camping Grounds (schedule 3 of Regulations)							
Grant or renew licence (pa) minimum or $6/Bay & $3/campsite whichever is greater	$ 200.00	$ 200.00	2. External Legislation	$ 200.00	N	3223	PMRS/EHO
Additional Fee for renewal after expiry	$ 20.00	$ 20.00		$ 20.00	N		
Temporary Licence (Charge as 1 above with a minimum of…)	$ 100.00	$ 100.00		$ 100.00	N		
Transfer of Licence	$ 100.00	$ 100.00		$ 100.00	N		
Registration of Lodging Houses			1. Local Law	$ 250.00	N		
Care of Families and Children							
Kojonup Child Care Centre - Lot 38 Elverd Street (Annual Rent)	Lease	Lease	6. Community Activity	Lease	N	3463	MPS
Low Income Housing (Jean Sullivan Units)	As per Homeswest Rates	As per Homeswest Rates	6. Community Activity	As per Homeswest Rates	N	4203	
Independent Living Units (Loton Close)							
4 Weekly Maintenance - Units	n/a	n/a			Y		
North Units - Rent per week (existing tenants as at 1 July 2015)	$ 140.00	$ 140.00	5. Commercial Activity	$ 145.00	N	4083	CEO
North Units - Rent per week (new tenants after 1 July 2015)	$ 180.00	$ 180.00		$ 185.00	N		
South Units - Rent per week	$ 250.00	$ 250.00		$ 255.00	N		
Soldier Rd Units - Rent per week	$ 250.00	$ 250.00		$ 255.00	N		
Bond	(4 weeks rental)	(4 weeks rental)		(4 weeks rental)	N	011F	

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Housing Rental - Per Week							
Excludes negotiated employment packages (Bond of 4 weeks rent)			5.80%				
8a Newton Street	$ 235.00	$ 235.00		Leased	N		
8b Newton Street	$ 235.00	$ 235.00		Leased	N		
8c Newton Street	$ 265.00	$ 265.00		$ 270.00	N		
12a Elverd Street	$ 265.00	$ 265.00		Leased	N		
12b Elverd Street	$ 325.00	$ 325.00		$ 330.00	N		
Lot 8 Soldier Road	$ 325.00	$ 325.00		$ 330.00	N		
26 Katanning Road	$ 375.00	$ 375.00		$ 380.00	N		
30 Katanning Road	$ 315.00	$ 315.00	5. Commercial Activity	$ 320.00	N	3703	CEO
34 Katanning Road	$ 315.00	$ 315.00		$ 320.00	N		
39 Vanzuilecom Street	Leased	Leased		Leased	N		
1a Bagg Street (per **week**) 1 Bedroom unit	$ 350.00	$ 350.00		$ 350.00	N		
1b Bagg Street (per **week**) 2 Bedroom unit	$ 450.00	$ 450.00		$ 450.00	N		
1a Bagg Street (per **night**) 1 Bedroom unit	$ 100.00	$ 100.00		$ 100.00	N		
1b Bagg Street (per **night**) 2 Bedroom unit	$ 125.00	$ 125.00		$ 125.00	N		
15 Loton Close	$ 385.00	$ 385.00		$ 390.00	N		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Cemeteries							
Right of Burial							
Form of Grant of Right of Burial/Interment						6013	SLO/RO
Land 2.4m x 1.2m where directed by Trustees	$ 570.00	$ 570.00	5. Commercial Activity	$ 585.00	N		
Reservation of Plot	$ 120.00	$ 120.00		$ 125.00	Y		
Interment Fees							
Adult Grave	$ 1,250.00	$ 1,250.00		$ 1,250.00	Y		
Child Grave (under 12 years)	$ 900.00	$ 900.00		$ 900.00	Y		
Grave to be Sunk Deeper than 1.8m (max 2.4m)			5. Commercial Activity				
- Machine Dug per Additional 300mm or part Thereof (Min $50)	$ 500.00	$ 500.00		$ 500.00	Y		
Stillborn Child Grave	$ 800.00	$ 800.00		$ 800.00	Y		
Double Interment at the same time				$ 1,500.00	Y		
Interment of Ashes into burial plot				$ 500.00	Y		
Reopening Fees for Interment in Existing Grave	$ 2,000.00	$ 2,000.00		$ 2,000.00	Y		
Exhumation							
Service Not Offered to public - Contact Metropolitan Cemeteries Board for Details	N/A	N/A		N/A	Y		
If required by law				At Cost	Y		
Additional Cemetery Charges							
Interment Without Due Notice (2 days)	$ 800.00	$ 800.00	5. Commercial Activity	$ 800.00	Y		
Interment Not in Usual Working Hours							
- Tuesday to Friday before 7am and after 3pm	$ 500.00	$ 500.00		$ 500.00	Y		
- Saturdays, Sundays , Public Holidays and Mondays	$ 1,000.00	$ 1,000.00		$ 1,000.00	Y		
Concrete Plinths (Lawn Cemetery)	$ 350.00	$ 350.00		$ 350.00	Y		
Miscellaneous Cemetery Charges							
Registration of Transfer of Form of Grant of Right of Burial	$ 70.00	$ 70.00	3. Copies of Information	$ 70.00	Y		
Copy of Local Laws	$ 20.00	$ 20.00		$ 20.00	Y		
Niche Wall - Single and Double Opening	$ 500.00	$ 500.00	5. Commercial Activity	$ 500.00	Y		
- 2nd Opening for Double	$ 350.00	$ 350.00		$ 350.00	Y		
Urn & Decanting of Ashes (if required)	$ 80.00	$ 80.00		$ 100.00	Y		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Memorial Plaques							
Administration Fees to arrange:							
- Single Memorial Plaque with Standard Inscription	$ 100.00	$ 100.00	5. Commercial Activity	$ 100.00	Y	6013	SLO/RO
- Double Memorial Plaque with Standard Inscription	$ 100.00	$ 100.00		$ 100.00	Y		
- Second Inscription on Double Memorial Plaque	$ 100.00	$ 100.00		$ 100.00	Y		
Note: Cost of Freight and the Plaque shall be paid by the purchaser							
Cemetery Licences							
Licence to Erect a Headstone and / or Kerbing	$ 70.00	$ 70.00	5. Commercial Activity	$ 70.00	Y	6023	SLO/RO
Licence to Erect a Monument	$ 70.00	$ 70.00		$ 70.00	Y		
Licence to Erect a Nameplate	$ 70.00	$ 70.00		$ 70.00	Y		
Funeral Directors Single Licence for one Interment	$ 150.00	$ 150.00		$ 150.00	Y		
Funeral Directors Annual Licence Fee	$ 350.00	$ 350.00		$ 350.00	Y		
Monumental Licence Annual Licence Fee				$ 350.00	Y		
Sanitation - Refuse							
Rubbish & Recycling Collection - per 240L service (Annual Charge)	$ 420.00	$ 420.00	5. Commercial Activity	$ 420.00	N	5023	PMRS
* Note: Rubbish weekly, Recycling fortnightly							
Additional Recycling Service	$ 210.00	$ 210.00		$ 210.00	N		
Additional Rubbish Service	$ 250.00	$ 250.00		$ 250.00	N		
Additional Rubbish Bin				$ 120.00	Y	5262	GRO
Sanitation - Other							
Tip Fees							
Builders Rubble at Landfill Site (per cubic metre)	$ 25.00	$ 25.00	6. Community Activity	$ 25.00	Y	5103	
Animal Carcasses (each) Landfill Site	$ 25.00	$ 25.00		$ 25.00	Y		
Asbestos (per cubic metre) - No Service Available	$ 100.00	$ 100.00		N/A	Y		
Sewerage							
Septic Tank/Apparatus Installation Fees							PMRS
Local Government Application Fee	$ 118.00	$ 118.00	2. External Legislation	$ 118.00	N		
Issuing a 'Permit to Use an Apparatus' (Septic Commissioning Included)	$ 118.00	$ 118.00		$ 118.00	Y	3233	
Local Government Report Fee (when EHO approval is needed)				$ 118.00	Y		
Liquid Waste Pond							
Liquid Waste Disposal Fee (per Kilolitre)	$ 90.00	$ 90.00	5. Commercial Activity	$ 90.00	Y	5103	

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Town Planning Applications							
Part 1 - as provided in Planning & Development Regulations 2009							
Development Applications:							
1. Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is:							
a) not more than $50,000	$ 147.00	$ 147.00	2. External Legislation	$ 147.00	N	5973	Town Planner/PMRS
b) more than $50,000 but not more than $500,000	0.32% of Value	0.32% of Value		0.32% of Value	N		
c) more than $500,000 but not more than $2.5 m	$1,700 + 0.257% per $1 > $500,000	$1,700 + 0.257% per $1 > $500,000		$1,700 + 0.257% per $1 > $500,000	N		
d) more than $2.5m but not more than $5 m	$7,161 + 0.206% for every $1 >$2.5m	$7,161 + 0.206% for every $1 >$2.5m		$7,161 + 0.206% for every $1 >$2.5m	N		
e) more than $5 m but not more than $21.5 m	$12,633 + 0.123% for every $1 > $5m	$12,633 + 0.123% for every $1 > $5m		$12,633 + 0.123% for every $1 > $5m	N		
f) more than $21.5 million	$34,196	$34,196		$34,196	N		
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	The fee in item 1 plus, by way of penalty, twice that fee.	The fee in item 1 plus, by way of penalty, twice that fee.		The fee in item 1 plus, by way of penalty, twice that fee.			
Determine an application to amend or cancel development approval	$295	$295		$295	N	5973	

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026			
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Extractive Industry:							
3. Determining a development application for an extractive industry where the development has not commenced or been carried out	$739.00	$739.00	2. External Legislation	$739.00	N	5973	Town Planner/PMRS
4. Determining a development application for an extractive industry where the development has commenced or been carried out	The fee in item 3 plus, by way of penalty, twice that fee.	The fee in item 3 plus, by way of penalty, twice that fee.		The fee in item 3 plus, by way of penalty, twice that fee.			
Subdivisions:							
5. Providing a subdivision clearance for:							
a) not more than 5 lots	$73.00 per lot	$73.00 per lot	2. External Legislation	$73.00 per lot	N	5973	
b) more than 5 lots but not more than 195 lots	$73.00 per lot for first 5 lots and then $35.00 per lot	$73.00 per lot for first 5 lots and then $35.00 per lot		$73.00 per lot for first 5 lots and then $35.00 per lot	N		
c) more than 195 lots	$ 7,393.00	$ 7,393.00		$ 7,393.00	N		
Home Occupations:							
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced	$ 222.00	$ 222.00	2. External Legislation	$ 222.00	N	5973	
7. Determining an initial application for approval of a home occupation where the home occupation has commenced	The fee in item 6 plus, by way of penalty, twice that fee.	The fee in item 6 plus, by way of penalty, twice that fee.	2. External Legislation	The fee in item 6 plus, by way of penalty, twice that fee.	N	5973	
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires	$73.00	$73.00	2. External Legislation	$73.00	N		
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval expires	The fee in item 8 plus, by way of penalty, twice that fee.	The fee in item 8 plus, by way of penalty, twice that fee.	2. External Legislation	The fee in item 8 plus, by way of penalty, twice that fee.	N	5973	

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Other:							
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration , extension or change has not commenced or been carried out	$295.00	$295.00	2. External Legislation	$295.00	N	5973	
11. Determining an application for change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration , extension or change has commenced or been carried out	The fee in item 10 plus, by way of penalty, twice that fee.	The fee in item 10 plus, by way of penalty, twice that fee.	2. External Legislation	The fee in item 10 plus, by way of penalty, twice that fee.	N	5973	
12. Zoning Certificate	$ 73.00	$ 73.00	2. External Legislation	$ 73.00	N		Town Planner/PMRS
13. Reply to a property settlement questionnaire	$ 73.00	$ 73.00		$ 73.00	N		
14. Issue of written planning advice	$ 73.00	$ 73.00		$ 73.00	N	5973	
Part 1 - as provided in Planning & Development Regulations 2009							
Director/Shire Planner (per hour)	$ 95.00	$ 95.00	2. External Legislation	$ 95.00	N	3283	
Manager/Senior Planner (per hour)	$ 75.00	$ 75.00		$ 75.00	N		
Planning Officer (per hour)	$ 45.00	$ 45.00		$ 45.00	N		
Other Staff e.g. Environmental Health Officer (per hour)	$ 90.13	$ 90.13		$ 90.13	N		
Maintenance (BMO)	$ 65.00	$ 65.00		$ 65.00	N		
Secretary/Administrative Staff (per hour)	$ 35.00	$ 35.00		$ 45.00	N		
Direct Costs e.g.. Advertising	At Cost	At Cost		At Cost	N		
Scheme Amendment / Structure Plan							
The fees, charges and costs associated with processing and considering Amendments and Structure Plans are determined using the prescribed hourly rates, guidelines and relevant forms set out in the Planning and Development Regulations 2009. The fees will be determined after making allowance for officer's time, direct costs involved and a percentage allowance to recover operating overhead costs. GST will be charged where applicable. Alternatively, proponents may opt to accept the following fees:							Town Planner/PMRS
LPS Amendment - Basic		Council		$ 3,500.00	Y	3283	
LPS Amendment - Standard				$ 6,600.00	Y		
LPS Amendment - Complex				$ 9,900.00	Y		
Structure Plan				$ 6,600.00	Y		
Development Assessment Panel Application							
Joint Development Assessment Panel				Variable	Y	3283	
ɒulated in Schedule 1 - Planning and Development (Development Assessment Panels) Regulations 2011.							
** Note: State fee is additional to any fees payable to the Local Government							

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Kevin O'Halloran Memorial Swimming Pool							
Daily Admission Charges (Including Vacation Swimming)							
Adults	$ 3.00	$ 3.00	6. Community Activity	$ 3.00	Y	6296	MPS
Seniors	$ 2.00	$ 2.00		$ 2.00	Y		
Children (3 years old and above)	$ 2.00	$ 2.00		$ 2.00	Y		
Children (0 to 3 years old)	Free	Free		Free	Y		
Spectators	Free	Free		Free	Y		
All School based (Education Department) activities as per above entry fees	As per Entry Fee or Season Pass	As per Entry Fee or Season Pass		As per Entry Fee or Season Pass	Y		
Seasonal Passes							
Child Single Season Pass	$ 65.00	$ 65.00	6. Community Activity	$ 65.00	Y	6294	MPS
Seniors Single Season Pass	$ 65.00	$ 65.00		$ 65.00	Y		
Adult Single Season Pass	$ 85.00	$ 85.00		$ 85.00	Y		
Family (2 Adults & 2 Children under 16 years)	$ 175.00	$ 175.00		$ 175.00	Y		
If family has more than 4 members, then additional children shall be $10 per child					Y		
Other							
Aquatic Education Class fee	$ 10.00	$ 10.00	5. Commercial Activity	$ 10.00	Y	6296	MPS
Aqua Aerobics - Season Member	$ 8.00	$ 8.00		POA	Y	6294	
Aqua Aerobics - Non Member	$ 10.00	$ 10.00		POA	Y	6296	

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Memorial and Lesser Hall							
DAY AND EVENING:							
Private and/or Commercial							
Main Hall	$ 250.00	$ 250.00	5. Commercial Activity	$ 250.00	Y	6203	CEO
Lesser Hall	$ 170.00	$ 170.00		$ 170.00	Y		
Kitchen	$ 150.00	$ 150.00		$ 150.00	Y		
Entire Facility	$ 550.00	$ 550.00		$ 550.00	Y		
Backstage area for meeting (no charge for Theatrical Society)	$ 40.00	$ 40.00		$ 40.00	Y		
Pre-function Preparation (refer additional charges)							
Community Group							
Main Hall	$ 125.00	$ 125.00	6. Community Activity	$ 125.00	Y		
Lesser Hall	$ 85.00	$ 85.00		$ 85.00	Y		
Kitchen	$ 75.00	$ 75.00		$ 75.00	Y		
Entire Facility	$ 250.00	$ 250.00		$ 250.00	Y		
Backstage area for meeting (no charge for Theatrical Society)	$ 20.00	$ 20.00		$ 20.00	Y		
Pre-function Preparation (refer additional charges)							
DAY OR EVENING (or part thereof):							
Private and/or Commercial							
Main Hall	$ 180.00	$ 180.00	5. Commercial Activity	$ 180.00	Y		
Lesser Hall	$ 130.00	$ 130.00		$ 130.00	Y		
Kitchen	$ 150.00	$ 150.00		$ 150.00	Y		
Entire Facility	$ 320.00	$ 320.00		$ 320.00	Y		
Backstage area for meeting	$ 30.00	$ 30.00		$ 30.00	Y		
Pre-function Preparation (refer additional charges)							
Community Group							
Main Hall	$ 90.00	$ 90.00	6. Community Activity	$ 90.00	Y		
Lesser Hall	$ 65.00	$ 65.00		$ 65.00	Y		
Kitchen	$ 75.00	$ 75.00		$ 75.00	Y		
Entire Facility	$ 180.00	$ 180.00		$ 180.00	Y		
School Productions & Rehearsals for Community Production 50% of appropriate fee hire							

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LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Memorial Hall and Lesser Hall							
Hourly Rate - Community Groups only	$ 35.00	$ 35.00	6. Community Activity	$ 35.00	Y	6203	
Memorial Hall and Lesser Hall - Additional Charges							
Memorial Hall and Lesser Hall - **Bonds** (**Refundable**)							
- Standard Hire Bond	$ 450.00	$ 450.00	5. Commercial & 6. Community Activity	$ 450.00	N		
- With liquor per booking	$ 400.00	$ 400.00		$ 600.00	N		
Casual Hirers Insurance per booking	Free	Free		Free	Y		
Additional Cleaning Charge - per hour	$ 125.00	$ 125.00		$ 125.00	Y		
RSL Hall Hire							
Day or Evening (or part thereof)						6213	CEO
- Private / Commercial	$ 250.00	$ 250.00	5. Commercial Activity	$ 250.00	Y		
- Community Groups / Organisations	$ 100.00	$ 100.00	6. Community Activity	$ 100.00	Y		
Day & Evening							
- Private / Commercial	$ 180.00	$ 180.00	5. Commercial Activity	$ 180.00	Y		
- Community Groups / Organisations	$ 90.00	$ 90.00	6. Community Activity	$ 90.00	Y		
RSL Hall - Specified Use per hour - Community Groups only	$ 35.00	$ 35.00		$ 35.00	Y		
RSL Hall - Additional Charges							
- Standard Hire Bond (Refundable)	$ 300.00	$ 300.00	6. Commercial Activity	$ 300.00	N		
- With Liquor per Booking Bond (Refundable)	$ 450.00	$ 450.00		$ 450.00	N		
Additional Cleaning Charge - per hour	$ 125.00	$ 125.00		$ 125.00	Y		
CWA Building							CEO
CWA Lease	lease	Lease	6. Community Activity	Lease	Y		
Kojonup CWA exempt from hire of CWA, or other Council venue, up to 11 times per year.							

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Hall Equipment (External to Hall)							
Note: No equipment is to be hired external to the facility (that it belongs to) other than from the RSL Hall as per Council Policy 2.3.1.							
Equipment Hire Bond	$ 250.00	$ 250.00	5. Commercial & 6. Community Activity	$ 250.00	Y	6213	CEO
Table Hire per Day	$ 5.50	$ 5.50		$ 5.50	Y		
Chair Hire per Day	$ 2.50	$ 2.50		$ 2.50	Y		
Crockery - excludes cups and saucers (per set per day)	$ 1.20	$ 1.20		$ 1.20	Y		
Crockery - cups /saucers (per set incl teaspoon per day)	$ 0.90	$ 0.90		$ 0.90	Y		
Cutlery (per setting per day)	$ 0.75	$ 0.75		$ 0.75	Y		
Breakages - charged at replacement cost	At Cost	At Cost		At Cost	Y		
Old School Buildings							
Annual Contribution per user Group - Playgroup and Toy Library	$ 220.00	$ 220.00	6. Community Activity	$ 220.00	N	3473	

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026			
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Recreation Sporting Complex							
Recreation Sporting Complex - Day OR Evening (or part thereof)							
Private and/or Commercial:							
Meetings - per / hour (minimum charge - 2 hours)	$65.00	$65.00	6. Community Activity	$65.00	Y	6523	CSAO
Main Upstairs Function Room & Kitchen	$350.00	$350.00		$400.00	Y		
Change rooms (per hour / per room)	$35.00	$35.00		$35.00	Y		
Community Organisation:							
Meetings - per / hour (minimum charge - 2 hours)	$40.00	$40.00	6. Community Activity	$40.00	Y	6523	
Main Upstairs Function Room & Kitchen	$175.00	$175.00		$175.00	Y		
Change rooms (per hour / per room)	$20.00	$20.00		$20.00	Y		
Recreation Sporting Complex - Day AND Evening							
Private and/or Commercial:							
Main Upstairs Function Room & Kitchen	$350.00	$350.00	6. Community Activity	$350.00	Y	6523	
Community Organisation:							
Main Upstairs Function Room & Kitchen	$200.00	$200.00	6. Community Activity	$200.00	Y	6523	
Recreation Sporting Complex - Specified Use (Schools 50%)							
Dancing Lessons, Aerobics, Self Defence, Fitness & Church Services - per hour	$20.00	$20.00	6. Community Activity	$20.00	Y	6523	
Recreation Sporting Complex - Additional Charges							
Recreation Sporting Complex - Bonds (Refundable)							
- Standard Hire Bond	$400.00	$400.00	5. Commercial Activity	$400.00	N	6523	
- Hire Bond (with alcohol)	$550.00	$550.00		$600.00	N		
Additional Cleaning Charge - per hour (allows for weekend cleaning)	$125.00	$125.00		$125.00	Y		
Note: No Set-up Assistance can be provided at the Sporting Complex							

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026			
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Oval Hire							
Daily (6am- 5pm)	$ 80.00	$ 80.00	6. Community Activity	$ 80.00	Y	6523	CSAO
Night (5pm - 12pm) (including lights)	$ 150.00	$ 150.00		$ 150.00	Y		
Per hour	$ 20.00	$ 20.00		$ 20.00	Y		
Squash Court Hire							
Per hour	$ 25.00	$ 25.00		$ 25.00	Y	6523	
Sporting Club Members - Oval & Squash Court Hire Fee	Nil	Nil		Nil			
Netball Court Hire							
Half Day	$ 50.00	$ 50.00	6. Community Activity	$ 50.00	Y	6523	CSAO
Full Day	$ 100.00	$ 100.00		$ 100.00	Y		
Per hour	$ 20.00	$ 20.00		$ 20.00	Y		
Evening (includes lights)	$ 100.00	$ 100.00		$ 100.00	Y		
Season Pass (PiN code for lights for 12 months)	$ 250.00	$ 250.00		$ 250.00	Y		
Netball Club Included in Annual Charge.							
Key Bonds at $25 per key (Refundable when returned at the end of fixtured season)							
Senior Football Club - (up to 3 sets G & F)	$ 160.00	$ 160.00	6. Community Activity	$ 160.00	N	6523	CSAO
Junior Football Club - (up to 3 sets G & F)	$ 160.00	$ 160.00		$ 160.00	N		
Squash Club - (up to 6 sets G & S)	$ 320.00	$ 320.00		$ 320.00	N		
Hockey Club - (4 keys G only)	$ 120.00	$ 120.00		$ 120.00	N		
Netball Club - (2 keys G only)	$ 80.00	$ 80.00		$ 80.00	N		
Cricket Club - (2 keys G only)	$ 80.00	$ 80.00		$ 80.00	N		
No Additional Keys are supplied							
Recreational Facilities - Annual Fees							
Cricket - November each year	NA	NA	6. Community Activity	NA	N	029B	CSAO
Junior Cricket	NA	NA		NA	N		
Football (Complex, Oval & Change rooms) - March each year	NA	NA		NA	N		
Hockey (Complex & Oval) - March each year	NA	NA		NA	N		
Squash (Complex, Courts & Change rooms) March each year	NA	NA		NA	N		
Netball - March each year	NA	NA		NA	N		
Croquet Club (Hockey Oval)	NA	NA		NA	N		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026			
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Miscellaneous Planning Fees							
Permanent road closure application			6. Community Activity	$ 1,500.00	Y	5942	Building Surveyor/PMRS
Information Research (Town Planner) per hour				$ 186.00	Y		
Advertising (Newspaper)				At cost plus 15% Admin	Y		
* Any fees that are not listed above are as per WA Planning and Development Regulations 2009.							
Building (as per Building Regulations 2012)							Building Surveyor/PMRS
Building Permits			2.External Legislation				
Minimum Fee (in all cases)	$ 110.00	$ 110.00		$ 110.00	N	8653	
Class 1 and 10 Buildings							
Uncertified Application	Value of works x	Value of works x		Value of works x 0.32%	N	8653	
Certified Application	Value of works x 0.19%	Value of Works x 0.19%		Value of Works x 0.19%	N		
Demolition	$ 110.00	$ 110.00		$ 110.00	N		
Class 2 to 9 Buildings			2. External Legislation			8653	Building Surveyor/PMRS
Certified Application	Value of works x 0.09%	Value of Works x 0.19%		Value of Works x 0.19%	N		
Demolition (per storey)	$ 110.00	$ 110.00		$ 110.00	N		
Application for Occupancy Permit	$ 110.00	$ 110.00		$ 110.00	N		
Application for Occupancy Permit (unauthorised work)	0.18% of	0.18% of		0.18% of Estimated	N		
Minor Amendment to Permits (including extensions)	$ 110.00	$ 110.00		$ 110.00	N		
Preliminary Plans - For the examination of, and report on	25% of the fee	25% of the Fee for Issue of a		25% of the Fee for Issue of a Licence	Y		
Application For Building Approval Certificate For Unauthorised Building Work	Value of works x 0.38%	Value of Works x 0.38%		Value of Works x 0.38%	N	8653	
Approval of battery operated smoke alarms	$ 179.40	$ 179.40		$ 179.40	N	8653	

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026			
	2023/2024	**2024/2025**	**Policy**	**Fee/Charge**	**GST**	**G/L Account**	**Responsible Officer**
Construction Training Levy							
Council acts as an agent for the Construction Training Fund and the fees are							
Based on 0.20% of the Value of Construction When the Value Exceeds $20,000	Based on 0.20%				N		
e.g. of the value of construction - $100,000 = fees $200.00	of the value	Based on 0.20%		Based on 0.20% of the	N	8653	
Note: $8.25 . GST fee is retained by the Council		of the Value		Value	N		
Building Services Levy (in accordance with Building Services Levy Act 2011, as amended)			2. External Legislation				
Value $45,000 or Below:							
Building Permit	$ 61.65	$ 61.65		$ 61.65	N		
Demolition Permit	$ 61.65	$ 61.65		$ 61.65	N	011C	
Occupancy Permit or Building Approval Cert. ss47, 49, 50 or52	$ 61.65	$ 61.65		$ 61.65	N		
Occupancy Permit or Building Approval Cert. Unauthorised Work	$ 123.30	$ 123.30		$ 123.30	N		
Note: $5.00 Inc. GST of this fee is retained by the Council							
Value Over $45,000:							Building Surveyor/PMRS
Building Permit	value of the	value of the		the Work	N		
Demolition Permit	0.137% of the value of the work	0.137% of the value of the work		0.137% of the Value of the Work	N	011E	
Occupancy Permit or Building Approval Cert. ss47, 49, 50 or52	$ 61.65	$ 61.65	2. External Legislation	$ 61.65	N		
Occupancy Permit or Building Approval Cert. Unauthorised Work	0.274% of the value of the work	0.274% of the value of the work		0.274% of the Value of	N		
Note: $5.00 Inc. GST of this fee is retained by the Council				the Work	Y	8663	
Building Plan Search Fee	$ 25.00	$ 25.00	3. Copies of Information	$ 25.00	N	2873	
Private Swimming Pool Inspection Fee (every three years)	$ 58.45	$ 58.45		$ 58.45	N		
Water Standpipe Charges							
- Per kilolitre (Potable)	$ 11.00	$ 11.00		$ 11.00	N		
- Per kilolitre (Non-Potable)	$ 4.50	$ 4.50		$ 5.00	N		
- Minimum charge	$ 20.00	$ 20.00	5. Commercial Activity	$ 20.00	Y	8003	MPS
- Per kilolitre (Potable) Muradup	$ 5.50	$ 5.50		$ 5.50	N		
- Fob key	$ 40.00	$ 40.00		$ 40.00	Y		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Waybill books	$ 20.00	$ 20.00	7. Limited by other Legislation	$ 20.00	Y	8003	PMRS
Tourist Railway							
Old Railway Goods Shed Museum - annual rent							
Tourism Railway	Peppercorn Rent	Peppercorn Rent	6. Community Activity	Peppercorn Rent	Y	8402	CEO
The Kodja Place Precinct							
Kodja Place Entry Fees (Local Residents Free of Charge)							
Adult	donation	donation	5. Commercial Activity	Donation	Y	8205	MCFC
Senior or concession card	donation	donation		Donation	Y		
Child and /or student (under 3 free)	donation	donation		Donation	Y		
Family 2 adults + 2 or more children	donation	donation		Donation	Y		
Visitor(s) accompanied by Kojonup Resident	N/A	N/A		N/A	Y		
Groups over 10 (per person)	$ 10.00	$ 10.00		$ 10.00	Y		
School Groups over 10 (per person)	$ 5.00	$ 5.00		$ 5.00	Y		
School Groups over 10 (per person) with activity kits (additional charge)	$ 5.00	$ 5.00		$ 5.00	Y		
Guided Tour - per person	$ 15.00	$ 15.00		$ 15.00	Y		
Guided Tour - per family (4)	$ 30.00	$ 30.00		$ 30.00	Y		
Additional Services							
Billy Tea and Damper (per person, minimum 8 people & 24 hours pre-booked)	$ 5.00	$ 5.00	External Legislation	$ 5.00	Y	8205	
After Hours and Public Holiday Fee - per hour							
Noongar Guide	$ 75.00	$ 75.00	5. Commercial Activity	$ 75.00		8205	
Kodja Place staff	$ 60.00	$ 60.00		$ 60.00			
Kodja Place staff (public holiday)	$ 150.00	$ 150.00		$ 150.00			

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative		2025/2026				
	2023/2024	**2024/2025**	**Policy**	**Fee/Charge**	**GST**	**G/L Account**	**Responsible Officer**
Room & Equipment Hire							
Glenys Russell Room Hire							
Community Groups:							
- Half Day	$ 65.00	$ 65.00	6. Community Activity	$ 50.00	Y	8203	MCFC
- Full Day	$ 120.00	$ 120.00		$ 120.00	Y		
Glenys Russell Room Hire							
Private &/or Commercial:							
- Half Day	$ 65.00	$ 65.00	5. Commercial Activity	$ 70.00	Y	8203	
- Full Day	$ 120.00	$ 120.00		$ 130.00	Y		
Business Hub							
Private &/or Commercial							
- Half Day	$ 60.00	$ 60.00	5. Commercial Activity	$ 60.00	Y	8203	
- Full Day	$ 120.00	$ 120.00		$ 120.00	Y		
Community Area							
Private &/or Commercial			5. Commercial Activity	POA	Y	8203	
Community Group				Discount negotiable	Y		
Additional Hire Services (Private &/or Commercial):							
- Projector - External Hire	$ 50.00	$ 50.00	5. Commercial Activity	$ 50.00	Y	8203	MCFC
- Screen - External Hire	$ 20.00	$ 20.00		$ 20.00	Y		
Mipro Amplifier only (includes radio microphone, microphone stand)	$ 75.00	$ 75.00		$ 75.00	Y		
Mipo Amplifier and Speaker (includes radio microphone and stand, 2 speaker stands	$ 100.00	$ 100.00		$ 100.00	Y		
Hire of Rose Maze or stage area (full day during business hours) / Court Yard	$ 220.00	$ 220.00		$ 220.00	Y		
Hire of Rose Maze or stage area - Bond (Full day hire and Events)	$ 220.00	$ 220.00		$ 220.00	N		
Set of table and 4 Chairs per day	$ 15.00	$ 15.00		$ 10.00	Y		
Crockery - excludes cups and saucers (per set per day) External to G.R. Room	$ 2.00	$ 2.00		$ 2.00	Y		
Crockery - cups and saucers (per set incl teaspoon per day) External to G.R. Room	$ 3.00	$ 3.00		$ 3.00	Y		
Cutlery (per setting per day) External to G.R. Room	$ 3.00	$ 3.00		$ 3.00	Y		
Breakages - charged at replacement cost.					Y		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Visitor Centre							
Operator (DL Brochure racking fee)	$ 85.00	$ 85.00	5. Commercial Activity	$ 85.00	Y	8223	MCFC
Operator (A4 Brochure racking fee)	$ 100.00	$ 100.00		$ 100.00	Y		
Commissions:							
- KAC Retail	15%	15%		15%	Y	8223	MCFC
- Retail	35%	35%		35%	Y		
Information Bay Advertising							
Artwork	At Cost	At Cost	5. Commercial Activity	At Cost	Y	8223	MCFC
RV Stay - Per Night			6. Community Activity	$ 5.00	Y	8284	MCFC
Saleyard and Washdown Bay							
Washdown Bay - per minute	$ 2.00	$ 2.00	5. Commercial Activity	$ 2.00	Y	8013	MPS
Washdown Bay - minimum charge	$ 20.00	$ 20.00		$ 20.00	Y		
Fob Key				$ 40.00	Y		
Vehicle Impound Fees							
Vehicle Impound Fees	$ 500.00	$ 500.00	5. Commercial Activity	$ 500.00	Y	2832	Ranger/PMRS
- Plus On charge of Cost to Remove Vehicle e.g. Towing Fees				At Cost	Y		
- Storage of Abandoned Vehicles (per day)	$ 10.00	$ 10.00		$ 15.00	Y		

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Private Works / Plant Hire							
Plant Hire (per hour with operator - Normal Hours)							
Grader	$ 300.00	$ 300.00	5. Commercial Activity	$ 300.00	Y	9003	MWI
Skid Steer	$ 250.00	$ 250.00		$ 250.00	Y		
Loader	$ 300.00	$ 300.00		$ 300.00	Y		
Excavator	$ 350.00	$ 350.00		$ 350.00	Y		
Excavator Plus Pruning Attachment	$ 380.00	$ 380.00		$ 380.00	Y		
Mini Digger	$ 250.00	$ 250.00		$ 250.00	Y		
Prime Mover	$ 250.00	$ 250.00		$ 250.00	Y		
Prime Mover and Tanker (33,000ltrs)	$ 300.00	$ 300.00		$ 300.00	Y		
Prime Mover and Low Loader	$ 300.00	$ 300.00		$ 300.00	Y		
Prime Mover and Side tipping Trailer	$ 300.00	$ 300.00		$ 300.00	Y		
Light Truck up to 2T	$ 200.00	$ 200.00		$ 200.00	Y		
3T Tipper	$ 200.00	$ 200.00		$ 200.00	Y		
13T Tipper	$ 250.00	$ 250.00		$ 250.00	Y		
13T Tipper - including Plant Trailer	$ 300.00	$ 300.00		$ 300.00	Y		
13T Tipper - including Side Tipping Trailer	$ 300.00	$ 300.00		$ 300.00	Y		
Tractor	$ 220.00	$ 220.00		$ 220.00	Y		
Tractor Plus Attachments	$ 220.00	$ 220.00		$ 220.00	Y		
Self Propelled Vibrating Roller	$ 250.00	$ 250.00		$ 250.00	Y		
Multi Tyred Roller	$ 250.00	$ 250.00		$ 250.00	Y		
Ride on Mower	$ 250.00	$ 250.00		$ 250.00	Y		
Small Tanker 10,000ltr - includes 13T Tipper	$ 250.00	$ 250.00		$ 250.00	Y		
Forklift	$ 200.00	$ 200.00		$ 200.00	Y		
Light Vehicles	$ 200.00	$ 200.00		$ 200.00	Y		
Note:							
1. Where the Prime Mover and Low Loader are used to transport plant to a job and they remain on the site without being used only those							
2. The Chief Executive Officer has delegated authority to negotiate on very large jobs. Refer Delegation.							
3. Plant is available for "Dry Hire" under Policy 4.9 Private use of Council Plant and Equipment.							
4. If Shire labour, including plant operators is required out of ordinary depot operating hours, then the appropriate overtime rate will be charged to the person or organisation requesting the private works.							

Shire of Kojonup

LIST OF FEES & CHARGES

	Comparative			2025/2026				
	2023/2024	2024/2025	Policy	Fee/Charge	GST	G/L Account	Responsible Officer
Small Equipment Hire 1 Day							
Turf Cutter	$ 50.00	$ 50.00	5. Commercial Activity	$ 50.00	Y	9003	MWI
High Volume Pump	$ 50.00	$ 50.00		$ 50.00	Y		
Mobile Compressor	$ 55.00	$ 55.00		$ 55.00	Y		
Chainsaw	$ 45.00	$ 45.00		$ 45.00	Y		
Whipper Snipper	$ 45.00	$ 45.00		$ 45.00	Y		
Wacker Packer	$ 45.00	$ 45.00		$ 45.00	Y		
Trailer	$ 35.00	$ 35.00		$ 35.00	Y		
Labour Hire (per hour) Normal Working Hours - (overtime rates apply outside of normal working hours)							
Labour Hire - Private Works	$ 140.00	$ 140.00	Activity	$ 145.00	Y	9003	MWI

Kojonup

One community, many choices

ELECTED MEMBER CHARTER

PURPOSE

To provide councillors with information that will assist in performing their duties as a local government councillor.

SCOPE

Establish the roles, responsibilities and overarching functions required for elected members to perform their roles using best practice principles of modern governance.

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~~INTRODUCTION~~INTRODUCTION

Local government is the 'grass roots' level of government in Australia. Its council members are ideally placed to monitor the changing needs of local communities, to plan and implement strategies to meet those needs and to bring local concerns to the attention of the State and Federal sectors of government.

Local government's main strength is its closeness to its community and its ability to take account of, and to respond to, local views and ideas.

Elected members do not have an authority to act or make decisions as individuals. They are members of an elected body that makes decisions on behalf of the local government through a formal meeting process.

Functions of Local Government

The work of Local Government is varied but it touches almost all areas of our day to day life as residents, whether we live in cities, towns or country areas.
The roles and responsibilities of Local Government includes:

- infrastructure and property services including local roads, bridges, footpaths, drainage, waste collection and management;
- provision of recreation facilities such as parks, sports fields and stadiums, golf courses, swimming pools, sport centres, halls, camping grounds and caravan parks;
- health services such as water and food inspection, toilet facilities, septic tanks, sewerage, noise control, meat inspection and animal control;
- building services including inspections, licensing, certification and enforcement;
- planning and development approval;
- administration of facilities such as airports and aerodromes, ports and marinas, cemeteries, parking facilities and street parking; and
- cultural facilities and services such as libraries, art galleries and museums.

Local government's core business does not include the provision of services such as licensing, child care, aged care and accommodation, medical, community care or welfare services. These services are the realm of state or commonwealth government and/or private enterprise however where these providers fail, local government often is the "provider of last resort". Local government should regularly assess and evaluate its financial, infrastructure, and human resources before offering non-core services. ~~Local government must continually evaluate its capability (that is, financial, infrastructure, and human resource capabilities) to provide the services it is intended to provide when considering the provision of services that do not represent its core business.~~
Furthermore under Division 1 of the Act the general functions of the local government are as follows:

(1) The general function of a local government is to provide for the good government of persons in its district.

(1A) Without limiting subsection (1), the general function of a local government must be performed having regard to the following —

(a) the need —

(i) to promote the economic, social and environmental sustainability of the district; and

(ii) to plan for, and to plan for mitigating, risks associated with climate change; and

(iii) in making decisions, to consider potential long-term consequences and impacts on future generations;

(b) the need —

(i) to recognise the particular interests of Aboriginal people; and

(ii) to involve Aboriginal people in decision-making processes;

(c) the need to consider collaboration with other local governments.

(2) The scope of the general function of a local government is to be construed in the context of its other functions under this Act or any other written law and any constraints imposed by this Act or any other written law on the performance of its functions.

(3) A liberal approach is to be taken to the construction of the scope of the general function of a local government.

Legislation

There are literally hundreds of Acts and Regulations which give power to govern and impose responsibilities and obligations upon local government. The most common Acts affecting the Shire of Kojonup are:

- *Local Government Act 1995 (Act)*
- *Local Government Amendment Act 2024*
- *Planning and Development Act 2005*
- *Health Act 1911*
- *Public Health Act 2016*
- *Bush Fires Act 1954*
- *Dog Act 1976*
- *Cat Act 2011*
- *Library Board of Western Australia Act 1951*
- *Cemeteries Act 1986*
- *Dividing Fences Act 1961*
- *Local Government (Miscellaneous Provisions) Act 1960*

Current Acts and subsidiary legislation can be found at: https://www.legislation.wa.gov.au/

The Acts listed above give local governments the ability to adopt local laws and Town Planning Schemes which are confined to a geographic area (such as the Shire of Kojonup); for example, the Shire of Kojonup Town Planning Scheme Number 3. The Shire of Kojonup has the following Local Laws in effect:

1. Activities in Thoroughfares and Trading in Public Places
2. Cemeteries

3. Health
4. Local Government Property
5. Standing Orders (proposed to become Meeting Procedures Local Law)

In conjunction with the Southern Link VROC (see separate section), the Shire is in the process of adopting the following model local laws:

6. Bush Fire Brigades;
7. Dogs;
8. Fencing; and
9. Urban Environment & Nuisance

State Government

The Department of Local Government, Industry Regulation and Safety ~~Sport and Cultural Industries~~ (DLGIRS~~SC~~) provides support and advisory services to WA's 138 local governments, including those in the Indian Ocean Territories. These services are targeted at improving the capacity of local governments to respond to community demands and expectations, while at the same time improving levels of accountability and legislative compliance.

DLGIRS~~C~~ is also an active partner in the development of policy and strategies aimed at improving services to regional communities. It provides advice, financial and other assistance and information to regional communities throughout Western Australia to enhance their economic and social development and also communications and information services to regional communities.

The link to the DLGIRS~~C~~ webpage is: ~~https://www.dlgsc.wa.gov.au/local-government~~ https://www.wa.gov.au/organisation/department-of-local-government-industry-regulation-and-safety

Western Australian Local Government Association (WALGA)

WALGA is local government's membership body, advocating on behalf of the 138 local governments in Western Australia. The WALGA State Council is the decision-making body, representative of all member councils, with councillors to the State Council being elected by WALGA *Zone* groups. Kojonup is part of the Great Southern Zone who has one state councillor.

Zones provide input into policy formation and provide advice on various matters. The Shire of Kojonup is represented on the Great Southern Zone of WA Local Government Association and Council appoints its delegate and a deputy to the Zone following each biennial local government election.

On the local government sector's behalf, WALGA undertakes policy work, offers subscription services and advice covering areas such as local laws, emergency management, employee and industrial relations, governance and strategy, infrastructure, planning and waste. WALGA, also delivers training services to local government offices and elected members.

Networking with other local government elected members is achieved through attendance at forums, meetings, and training sessions provided in the main by WALGA. The Shire of Kojonup promotes elected member attendance at the annual WALGA conference.

~~Southern Link~~Great Southern Voluntary Regional Organisation of Councils (GSVROC)

The GSVROC represents ~~four independent~~ a group of Great Southern Shire's ~~(Broomehill-Tambellup, Cranbrook, Kojonup and Plantagenet)~~ working together to achieve mutually beneficial outcomes. The Shires have achieved good collaboration and results on priorities such as the provision of aged housing and independent living facilities, the development of regional records archiving, water recycling and regional road initiatives. For further information, see the GSVROC Strategic ~~Directions~~ Overview ~~(2015-2020)~~ document which ~~can~~ will be provided by the Shire~~found on the Southern Link VROC link within the Shire of Kojonup website~~.

BEING AN ELECTED MEMBER

Our Guiding Values

As an organisation, these four values have been developed and adopted. It is how we approach everything that we do:

INTEGRITY

We will act in an honest, professional, and accountable manner that maintains the community trust.

CARE AND RESPECT FOR PEOPLE

We will treat people with respect in all of our interactions. We are committed to the safety and wellbeing of our community and employees, and will show care and empathy when addressing issues.

RESPONSIBLE

We are mindful of our role as custodian of the community's assets and will make decisions in a responsible manner. We will consider value for money in decision making and ensure that our operations and systems promote efficiency and good governance.

OPEN AND RELIABLE

We will carry out our business in a transparent and approachable way, respecting diverse views and valuing the input and contributions from the community. We will act consistently and communicate clearly.

Elected Members – Signature Behaviours

Each local government is required to have a separate Code of Conduct for Elected Members and Employees which ~~helps to~~ sets the parameters of acceptable behaviour for ~~staff~~ Team Members and Elected Members alike. The Shire of Kojonup's Elected Member Code of Conduct is attached at Appendix 1~~ and is also located in the Council Policy Manual (Policy 3.1).~~.

Beyond the Code of Conduct, Elected members are encouraged to embrace the following as defined by the Australian Institute of Company Directors to increase performance and improve governance:

1. *Leave ego at the door;*
2. *Listen to others attentively;*
3. *Respect others opinions;*
4. *Ask questions in preference to making statements;*
5. *Make your contributions relevant and brief;*
6. *Stay strategic – always focus on the big picture; and*
7. *Never agree to something you don't understand*.

Importance of Honesty and Integrity

It is essential for Elected Mmembers ~~own~~ benefit~~,~~ that their local government and that of the community, ~~that at all times~~ they act with the utmost honesty, integrity, transparency and accountability at all times. This can be achieved through ~~F~~following the Council's Guiding Values and abiding by the~~se~~ principles in this code of conduct. It also sets ~~will serve to set~~ the professional tone and expected culture of the organisation. ~~Any Board (Council) sets t~~The ~~tone~~ culture and values of ~~the~~ any organisation start from the top – leading by example cannot be over-emphasised.

Councillors should be cognitive of the role perception plays in influencing people as judgements about the Council and Shire have the potential to be perception based; that is, they are sometimes based on incomplete and/or unverified information. Whilst a positive perception of Council and the Shire is strived for, factors including the diversity of its constituents, finite resources and the need to make decisions that may not (or cannot) satisfy everyone, can lead to Council or individual councillors being perceived as not listening to or comprehending the needs of its constituents. However, there are statutory requirements and a range of conduct behaviours that assist in mitigating negative perception.

Items before Council for consideration that stand to benefit an individual councillor require that individual Councillor to '*declare an interest',* leave the room and to not participate in discussion or decision making to do with that item. Council and operational compliance requirements assist in ensuring transparency of local government functions that, in turn, assists with positive perception.

The Local Government Act 1995 contains penalties of up to 2 years jail or $10,000 fine for breaches of conflicts of interest. Conduct that increases the likelihood of being perceived positively includes:

- Listening to others
- Ensuring everyone's views are heard
- Doing what we say we will do
- Owning mistakes
- Displaying leadership
- Maintaining relationships beyond roles
- Making informed decisions
- Demonstrating foresight; and
- Being solution focussed.

Elected members must avoid conduct that uses confidential information to gain improper advantage for themselves, takes advantage of the councillor role to improperly influence another person in the performance of their duties or functions, or that will improperly cause harm, detriment or unfair advantage/disadvantage to another person or organisation.
Accordingly, any possible dishonesty or misconduct on the part of any other elected member should be brought to the notice of the Shire President.

Minor breaches of the Local Government Act 1995 are dealt with by the Local Government Standards Panel. Enquiries and complaints. For enquiries related to the Local Government

Standards Panel, please email regulation@lgirs.wa.gov.au ~~minorbreachcomplaints@dlgsc.wa.gov.au~~

Complaints relating to a council member committing a serious breach of the Local Government Act should be forwarded to the Department of Local Government, Industry Regulation and Safety ~~Sport and Cultural Industries~~. Email the "Complaints of Serious Breach Form" to ~~regulation@dlgsc.wa.gov.au~~ regulation@lgirs.wa.gov.au

ELECTED MEMBER INDUCTION PROCESS

Your First Week:

Congratulations on being elected and the opportunity to represent your community!

Following Election Day, you will also be provided with this Elected Members Charter and other documentation which you will be required to read, prior to your induction session.

The Office of the Chief Executive will contact newly elected members to arrange a time for them to attend the Administration Centre for an induction session with the Shire President, other Councillors and the Senior Management Team. You should use this opportunity to clarify any preliminary queries or questions you may have.

New elected members will also be provided with a general tour of the Shire's facilities.

Information & Communication Technology Requirements

You will be required to provide your own IT device for Council business. ***This is very important and should be attended to as soon as possible*** (please make contact with the Manager Financial and Corporate ~~and Community~~ Services to discuss this specifically). All written communication with the organisation will be circulated electronically via this device including Agendas and Minutes of meetings.

A policy on ICT Usage for Councillors is included in Council's Policy Manual (Policy 3.14~~8~~ – Elected Members – Information & Communication Technology) which is reviewed annually as part of the Policy Manual's annual review. A copy of this Policy is also included at Appendix 2.

The First Council Meeting

You may have been declared elected unopposed or as the result of voting on Election Day. Either way, you are now a ***'councillor-elect'*** until you have completed your ***Declaration*** and your '***swearing in***' takes place. This will occur on the Tuesday following the Elections, usually at a Special Council Meeting. This meeting will also deal with:

- The election (by secret ballot) of the Shire President and Deputy Shire President for a two (2) year term
- Seating arrangements at the Council Table; and
- Voting of members to Council Advisory Committees, Government Bodies, Regional Organisations, Working Groups and Community Groups who wish to have a Council Representative.

It is likely that other elected members will make informal contact with you seeking your support for the positions of President and Deputy President. The Chief Executive Officer (CEO) and employees have no involvement in these discussions. These decisions will be made, by Elected Members via a secret ballot at this special meeting.

Primary Returns and Annual Returns

A primary return is a snapshot of personal information as it exists upon his/her start date and *must* be lodged within three (3) months of the start date. The start date for an elected member is the day on which he or she made their declaration.

An annual return retrospectively discloses an annual update to the information previously disclosed in the primary return or new interests accumulated for the period since completing the primary return or last annual return and must be lodged no later than 31 August in every subsequent year.

The information you must disclose in returns relates to you personally. You do not have to disclose any information relating to your spouse, children or any other person.

The value, amount or extent of any asset, income, debt or disposition does not have to be disclosed. The only exception is the requirement to disclose the actual value of any gift or contribution to travel that you receive (sections ~~5.82 and 5.83~~5.87A of the Act).

Those persons required to disclose information in returns should be aware at all times of the link between the disclosure of information in a return and the possible need to disclose an interest when dealing with a matter at a meeting.

A copy of the explanatory notes regarding Primary and Annual Returns can be found at: ~~https://www.dlgsc.wa.gov.au/department/publications/publication/disclosure-of-financial-interests-in-returns~~https://www.cits.wa.gov.au/department/news/news-articles/2021/08/11/local-government-annual-returns

Conflicts of Interest

Conflicts of Interest can and do arise and MUST, be disclosed in writing to the CEO before the meeting or at the meeting directly before the item is discussed.

Declaration of interest fit into one of the categories listed below:

- Financial (Direct)
- Financial (Indirect)
- Impartiality
- Proximity

Further information can be found at Appendix 3 - Shire of Kojonup - Declaration of Interests.

It is the elected member's personal responsibility to 'declare' their interest where any of the circumstances set out in the *Act* apply.

In some cases a member who makes a disclosure of interest is required to leave the Chamber whilst that matter is being dealt with.

RELATIONSHIPS

The Community

Consultation with the community is vital to the work of Council. In addition to adding value to decision making and complying with statutory requirements, it assists in building partnerships with key stakeholders and allows for community input and feedback. Council's Strategic Community Plan is based on consultation with the community and, whilst formal consultation must occur every four (4) years, Council may consult with the community at any time. The Shire keeps the community informed by way of documentation being available both online and in hard copy via, for example, agendas and minutes of meetings and other relevant information in local paper based and electronic media forms.

Council will be required to make decisions that will not be to the satisfaction of all of the Shire's constituents. It must be emphasised that decisions should be well informed and for the 'greater good' where at all possible.

Shire Employees

There are approximately 75~~96~~ employees working for the Shire of Kojonup spread across 36~~42~~ full-time, 9~~23~~ part time and 30~~1~~ casual positions: 2~~3~~0 employees work within Works and Services~~, 37 at the Springhaven Aged Care Facility~~, 18 at Property Services including 4 Parks and Gardens, 1 Building Maintenance, 7 Cleaners and 5 Swimming Pool, ~~6~~7 at Kodja Place, 4 at the Swimming Pool, 15 at the Black Cockatoo Cafe and 15~~9~~ across the Corporate~~/Regulatory~~ and Executive Services. A number of volunteers assist the Shire~~, mainly~~ at Kodja Place~~ and Springhaven~~.

It is ***inappropriate*** for elected members to have direct dealings with employees of the local government except through the CEO. The *Local Government Act 1995* defines that Council sets policy and the CEO is charged with policy implementation and the managing and directing of Council staff.

In the Shire of Kojonup a management structure has been implemented whereby there are senior managers for each strategic area of the local government and these officers are authorised by the CEO to liaise with elected members in their areas of responsibility, or to authorise other subordinate officers to do so.

GETTING ON WITH BUSINESS

Council Meetings

Council determine its meeting arrangements so long as it complies with minimum requirements of the *Act*. Currently, ordinary meetings of Council are held on the ~~third~~ fourth Tuesday of every month except December (when the meeting is held on the ~~second~~ third Tuesday) and January (when there is no meeting) and commence at 3pm. The quorum for Council meetings is four (4). All meetings of Council are held in the Council Chamber, with seating allocated by the Shire President and name plaques and personal badges organised by the CEO's Executive Assistant. The dress standard for Council and Committee meetings is smart, neat attire.

Generally, all meetings of Council and its committees are open to the public with the exception being those parts of a meeting which may be closed to the public to deal with matters of a private or confidential nature as provided for in the *Act*. Time is allocated for public question time at the beginning of every meeting.

A member has a **statutory obligation to vote on every matter** before a meeting of Council or its committees except when they have declared a financial or proximity interest in any matter (refer to s.5.21 of the *Act*). Each member is entitled to one vote with the exception of the presiding member of the meeting who may cast a second vote if votes are equally divided.

Agendas and Minutes

Members are provided with the agenda and related documentation electronically via the Docs On Tap App at least 72 hours prior to the meeting to which they relate.

Absence from Meetings

A member who has prior knowledge that he or she will be unable to attend an ordinary meeting of Council should endeavour to advise, at the preceding meeting, and seek a formal leave of absence for the meeting (or meetings).

A member who is absent throughout three (3) consecutive ordinary meetings of the Council, without first obtaining leave of absence, is automatically disqualified from continuing his or her role as councillor under the *Local Government Act 1995*.

Leave of absence may not be granted to a member for more than six (6) consecutive ordinary meetings unless approval to do so is obtained from the Minister for Local Government.

Training & Available Resources

It is the practice of the Shire of Kojonup to offer its elected members the opportunity to attend training useful and relevant to their role. From time to time WALGA provides training in various aspects of local government. A comprehensive list of available training and courses can be found at: https://walga.asn.au/Training/Our-Courses/Elected-Member-Courses.aspx

Fees, Expenses & Allowances

Elected members are entitled to receive an annual meeting fee allowance and annual ICT allowance.

Elected members are also entitled to receive reimbursement for such things as expenses for travelling to and from council and committee meetings, and childcare expenses.

The President and Deputy President are eligible to receive an additional allowance pertinent to fulfilling those positions in addition to their role as an elected member.

The responsibility for determining the allowances that can be paid to local government Elected Members resides with the Salaries and Allowances Tribunal (SAT) and is reviewed on an annual basis. In establishing the framework for the payment of fees, allowances and expenses, the SAT adopted a banding model to differentiate between the responsibilities carried out by Presidents, Deputies and Councillors throughout the State.

The Shire of Kojonup's policy (3.~~10~~ 7 Councillors Fees and Reimbursements) sets its elected members fees and allowances to be 75% of the maximum level permitted under the *Local Government Act 1995* and the *Salaries and Allowances Act 1975*. The Information and Communication Technology allowance is set at $3,000 or 75% of the maximum level permitted, whichever is the greater. For more detailed information regarding payment of fees and allowances and reimbursement of expenses, please see Council Policy 3.~~10~~7.

Briefing Sessions

Council briefing sessions are held on the ~~first and third~~ third Tuesday of each month with the exception of December and January and may comprise some or all of the following:

- Councillor Q&A - Councillors can ask operational questions of the Chief Executive Officer.
- Projects Forum: Senior Management/officers provide monthly Status Reports on Projects adopted via the Annual Budget or when a formal request has been directed by Council to the CEO.

- Agenda Forum: Officers provide a status update or seek guidance in the work up of an item for a future agenda. This allows Councillors to stay informed and ensure items have been adequately researched by the time the item is formally presented to Council. No decisions are made on the item and all aspects considered will form part of the officer's report.

- Concept Forum: Is where plans, strategies, and opportunities can be work shopped between staff and Councillors to guide the initial stages of development and test concepts before allocating further resources to the concept work up. This is normally not open to the public unless otherwise advised, where the workshop may involve members of a committee or community group.

Discussion on such proposals in a public forum would be counter-productive. Privacy and informality allows elected members to propose ideas, ask questions and discuss issues for the better understanding of those in attendance. Such forums assist individuals to become better informed and to clarify their views.

Information Bulletins

Councillors are provided with Information Bulletins, usually as part of the Briefing Session Agenda. The Information Bulletins are an additional form of communication to Councillors which generally contain information pertinent to local government and Council, but not requiring of formal consideration through the Council meeting process.

Use of Council Property and Equipment

Elected members will be scrupulously honest in their use of the Local Government's resources and shall not misuse them or permit their misuse (or the appearance of misuse) by any person.

Elected members will not use the local government's resources (including the services of Council employees) for private purposes.

Use of telephones or photocopier facilities must relate strictly to Council business, Committees of Council or be approved by Council should special circumstances exist.

Media Comment

The President is the ***only*** Elected Member who is authorised by the *Act* (refer s. 2.8(b~~d~~)) to speak on behalf of and represent the views of the Council to the media and other third parties, as required. The CEO ~~may~~ can only ~~also~~ speak on behalf of the local government if so authorised by the President (refer s. 5.41(~~f~~4(b)).

An elected member may not purport to represent the local government or its views in any way or by any means, except to the extent and in the manner so authorised.

Record Keeping Requirements

The *State Records Act 2000* applies to State organisations unless this *Act* or another written law expressly says otherwise (refer s.7).

Elected members are to abide by the administrative policies of the Shire of Kojonup in that an elected member's mail and other documents (or copies thereof) associated with their role as a councillor are to be lodged with the Shire as soon as possible after receipt by the member (see Policy 2.3.2 - Records Management Policy).

OTHER

Parking

Elected members generally utilise the car park to the north of the Council building.

Use of Council Vehicles

When elected members are attending official meetings as delegates of Council, Council owned vehicles are to be utilised wherever possible and, where applicable, subject to prior arrangement with relevant staff.

Access to Administration Building

In principle the Shire does not provide open access or issue keys to Councillors. If a ~~Any~~ key~~s~~ is issued to you as a Councillor~~s for the Shire of Kojonup offices~~it should only be used to gain access to the Reception Lounge/Council Chambers.

Any access to the administration offices area should be via ~~a staff member~~the CEO. ~~Only the Shire President and Deputy President have access to a key.~~ Remember that ~~W~~with access to a key comes the responsibility of ensuring security of the building upon vacation.

House Rules

All Shire facilities and vehicles are Smoke Free Zones. The use of and access to refreshments will be addressed by the President/CEO during their briefing.

The local government will provide such meals and refreshments as are necessary or appropriate as a consequence of elected members attending meetings and engagements related to their role of elected members. Consumption of alcohol during Council or Committee meetings is not permitted.

~~**Business Cards**~~

~~Members will be provided with an initial allocation of business cards in the format approved by the Shire. Business cards provided to elected members are not to be used for electioneering purposes.~~

~~The Executive Assistant to the Chief Executive Officer will contact all members after the election to finalise details to be printed on the card.~~

Insurance

The local government has various insurance policies which include Personal Accident and Travel Insurance for Members. These policies provide protection for elected members and their spouses whilst carrying out the authorised business of Council or official duties.

Members' Reference Material

Many relevant documents are contained within the Docs On Tap App document library. If Elected Members wish to access other publications, they are encouraged to contact the CEO.

ABOUT THE ORGANISATION

~~*Shire Vision*~~

The Council

The Shire of Kojonup Council comprises ~~8~~seven (7) elected members who each serve a term of four (4) years with approx. half of the elected member terms becoming vacant every two (2) years.

The Council is the governing body of the local government. Local governments also appoint Committees to share the decision- making workload as well as to utilise ~~expertise~~ community input effectively. These Committees can include Council members~~, employees from the local government~~ and members of the public. Employees are not committee members but attend and act in a supporting and advisory role.

A Council's role (s. 2.7 of the Act) is to:

- direct and control the local government's affairs;
- be responsible for the performance of the local government's function;
- oversee the allocation of the local government's finances and resources; ~~and~~
- ~~determine~~ the local government's policies;~~.~~
- Plan strategically for the future;
- Determine the services and facilities to be provided by the local government;
- Select the CEO and reviewing the CEO's performance; and
- Provide strategic direction to the CEO.
- Be custodians of culture

It is imperative that the Council formally review their own performance annually, in the same way as they review the CEO's performance. A regular process of self-assessment leads to better decision making and a continually improving organisation.

Role of the Elected Member

An Elected Member's role *(as per s. 2.10 of the Act)* is to:

- represent the interests of electors, ratepayers and residents of the district;
- provide leadership and guidance to the community in the district;
- facilitate communication between the community and the council;

- participate in decision-making processes at council and committee meetings; and
- perform such other functions as are given to a councillor by the *Act* or any other written law.

Elected members have a duty to attend all meetings to ensure that electors are adequately represented. An elected member has an obligation to vote on all matters before the Council, (except where there is a conflict of interest* as provided for by circumstances specified in the *Act* when in most cases it is an offence to vote). To be able to vote responsibly, elected members are also obliged to make themselves informed and conversant with those matters which come before the Council.

* *Refer to "Conflicts of Interest" section in Part 1 above for more information of declaration of Interests.*

The role is a political one (although not party political) which can bring with it lobbying and is also a public one. A councillor's role extends across the entire Shire rather than any particular ward or interest group and, therefore, a councillor needs to be unbiased. With varying and sometimes competing community views, it can be impossible to please all of the people all of the time. Bearing this in mind, it is hoped that your experience in your role as a councillor representing people in your community, will be a rewarding one.

Role of the Shire President

The Shire President and Deputy Shire President have the following additional responsibilities to that of Councillor:

The role of the Shire President *(s. 2.8 of the Act)* is to:

- to preside at meetings in accordance with the *Act*;
- provide leadership and guidance to the community in the district;
- carry out civic and ceremonial duties on behalf of the local government;
- speak on behalf of the local government;
- perform such other functions as given to the President by this *Act* or any other written law; and
- liaise with the CEO on the local government's affairs and the performance of its functions.

The role of the Deputy Shire President *(s. 2.9 of the Act)* is to*:*

- perform the functions of the president when authorised to do so under s. 5.34 of the *Act.*

Committee's

There are a number of different Council committees ~~and~~ , other committees, working groups and bodies on which Council is represented. Formal Advisory Committees are an immediate extension of Council and are called, conducted and recorded in accordance with statutory

requirements. Minutes of these meetings are presented to Council and recommendations are considered through a written report.
Other committees or working groups are of a less formal nature and may be of a local, regional or state-wide nature; minutes of these meetings are presented to Council to ensure information flow.

Formal Committees of Council:

- Audit Risk and~~&~~ Improvement Committee (ARIC)- Independent Chair and Deputy Chair, ~~c~~Councillors and ~~c~~Community representatives
- Kojonup Natural Resource Management ~~(NRM)~~ Advisory Committee (NRMAC) – ~~c~~Councillor~~, employee~~ and C~~c~~ommunity representatives
- Bushfire Advisory Committee (BFAC) – ~~c~~Councillor~~, employee~~ and community representatives
- ~~DAIP &~~ Kojonup Aging, Disability, Access, Inclusion and Health Committee - ~~c~~Councillor~~, employee~~ and community representatives
- Kojonup Historical, Tourism and Cultural Committee (KHTCC)- ~~c~~Councillor~~, employee~~ and community representatives
- Roads and Technical Services Advisory Committee (RATSAC) – ~~c~~Councillor and ~~employee~~ representatives

~~Advisory Committees and Workgroups which have been established by Council are:~~

- ~~Blackwood Road Precinct Advisory Committee – councillor, employee and community representatives~~
- ~~Storyplace/Gallery Work Group – councillor, employee and community representatives~~
- ~~Sporting Precinct Advisory Committee – councillor, employee and community representatives~~
- ~~Kojonup Spring Advisory Committee – councillor, employee and community representatives~~

Other Local & Regional Organisations (councillor or employee delegates attend):

- Great Southern Zone of the WA Local Government Association
- Great Southern ~~Link~~ VROC (Voluntary Regional Organisation of Councils)
- ~~Great Southern~~Regional Joint Development Assessment Panel (subject to approval of the Minister for Planning)
- Great Southern Regional Road Group
- Kojonup Homes for the Aged Committee
- Great Southern Regional Recreation Advisory Group
- Great Southern Treasures
- WALGA Great Southern Country Zone
- ~~Kojonup Historical Society Inc.~~
- ~~Kojonup Tourist Railway Inc.~~

The appointment of councillors to various committees and organisations is reviewed after each ordinary, biennial election of Council. The quorum for Committee meetings is 50% or in accordance with the Committee's Terms of Reference. Representation on Council,

community and regional committees aims for an equitable distribution amongst councillors and utilisation of any specific skills whilst also endeavouring to add diversity where possible. Each Councillor is entitled to be on at least one (1) Committee.

Delegates and representatives to committees and organisations outside of the Council structure have a responsibility to provide a report to the appropriate forum of Council on salient matters arising from those meetings. This contributes to a local government's knowledge and comprehension of the community's aspirations and initiatives and keeps Council abreast of wider issues and developments.

Role of the CEO

Section 5.41 of the *Act* sets out the functions of the CEO, which are as follows:

(a) advise the council in relation to the functions of a local government under this Act and other written laws;

(b) ensure that advice and information is available to the council so that informed decisions can be made;

(c) cause council decisions to be implemented;

(d) manage the day to day operations of the local government;

(e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;

(f) speak on behalf of the local government if the mayor or president agrees;

(g) be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);

(h) ensure that records and documents of the local government are properly kept for the purposes of this *Act* and any other written law; and

(i) perform any other function specified or delegated by the local government or imposed under this *Act* or any other written law as a function to be performed by the CEO.

SHIRE OPERATIONS

Plan for the Future - Strategic Community Plan (SCP)

'Our Purpose is to Create Community Value and
"We do this by Listening to the Community Everyday"

In accordance with the local government integrated planning requirements the Shire of Kojonup 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.**

The number one mentioned key issue potentially **inhibiting** population growth was housing and accommodation. This features heavily in the new SCP.

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.

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.

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.

This entails a strong focus on improving all the required management controls and regulatory requirements, which are many. 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.

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.

Strategic & Informing Documents

Community Strategic Plan
10 years

- Vision
- Strategic Pillars
- Outcomes & Targets

Corporate Business Plan
4 years

- Major Projects
- Strategic Initiatives
- Corporate Indicators

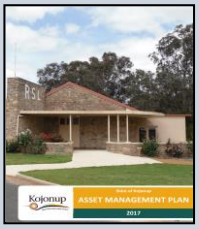
Annual Budget
1 year

- Projects & initiatives
- Programs & Services
- Revenue Details

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.

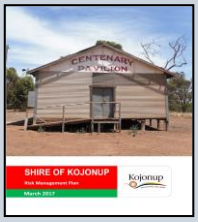
- Long Term Financial Plan

- Asset Management Plan

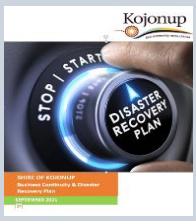


- Workforce & Diversity Plan

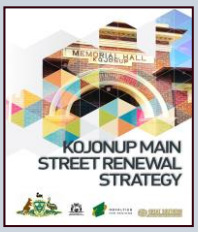
- Risk Management Plan



- Business Continuity Plan



- Project Concept Plans



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

- **Lifestyle** (supporting the lifestyle and liveability in Kojonup);
- **Economics** (Kojonup invests in its own prosperity and drives economic growth);
- **Visitation** (supporting lifestyle activities and experiences in Kojonup)

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 for 10 year plans. Change takes time to plan, fund, develop, embed and complete. When you add cultural change on top of growth it can take longer.

Asset Management Plan

The Shire of Kojonup's Asset Management Plan is a single document to combine asset management policy, strategy, plans, improvement processes, evaluation and links to finances to provide an integrated approach.

The document is an improvement plan for the continued development of asset management systems, data, and processes to support informed decision making. It is an informing document for other parts of the integrated planning process such as the Long Term Financial Plan and annual budgets.

Workforce & Diversity ~~-~~Plan

The Shire of Kojonup's Workforce & Diversity Plan is one of the five key components of the Integrated Planning and Reporting Framework. At the strategic level the Workforce Plan will take into account the community aspirations, priorities and objectives identified in the ~~Community~~ Strategic Community Plan (~~C~~SCP).

The ~~C~~SCP sets out the longer term vision for the Shire and will highlight the workforce needs and requirements for current and future operations over the next four years or more.

Long Term Financial Plan

A 15~~0~~ year ~~plus~~financial plan that outlines and guides the Council on financial decisions.~~, financial plan for the Shire~~

Council Policies

Councillors are the elected members of the community who have volunteered to work for the community and provide an avenue for public participation and input on important decisions which affect the way Shire residents live.

In order to provide guidance for employees of the Shire of Kojonup, Council adopts policies and delegates authority to the CEO –that defines the structure under which the local government operates.

The policies are prepared in hard copy format, and are available on the Shire of Kojonup website under Policy Manual as follows:
~~http://www.kojonup.wa.gov.au/council/documents/policies/~~https://www.kojonup.wa.gov.au/shire/documents/policy-manual.aspx

Requests for Work and ~~Services~~Infrastructure

Members will be approached by residents from time to time with requests for minor public works. Whilst members may be willing to bring these matters forward on behalf of electors, it is more appropriate for those residents to make such requests directly to administration as there are procedures to deal with the requests as well as enabling the creation of an electronic record. Thereafter, if a resident is dissatisfied with the Shire's response, a member may make enquiries on a resident's behalf.

Town Planning Schemes

As part of the legislative process and as an amenity control over the Shire, the Council has, over the years, developed three (3) Town Planning Schemes. The Schemes are prepared in accordance with the provisions of the *Town Planning and Development Act 1928* (as amended) and require approval by the Minister for Planning and publication in the Government Gazette before becoming effective.

Town Planning Scheme No. 3 was gazetted on the 9 October 1998.
The purpose of Town Planning Scheme No.3 is to:

a) Set aside land for future public use as reserves;
b) Control development; and
c) Other matters authorised by the enabling Act.

The intent of the Scheme is to direct and control development and an overall district scheme encompassing the following seven zonings:

i) Residential
ii) Residential Development
iii) Commercial
iv) Industrial
v) Special Use
vi) Special Rural
vii) Rural.

APPENDICES

Appendix 1 – Code of Conduct for Council Members, Committee Members and Candidates

~~3.25 CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES~~

~~Adopted by Council:~~ ~~18/5/2021~~ ~~Council Minute Reference: 53/21~~
~~Reviewer:~~ ~~Executive Assistant/Human Resources Coordinator~~
~~Local Law:~~
~~Procedure:~~
~~Delegation:~~

Code of Conduct for Council Members, Committee Members and Candidates

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Policy Purpose:
This Policy is adopted in accordance with section 5.104 of the *Local Government Act 1995*.

Division 1 — Preliminary provisions

1. Citation

This is the Shire of Kojonup Code of Conduct for Council Members, Committee Members and Candidates.

Division 1 — Preliminary provisions

1. Citation

This is the Shire of Kojonup Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —
Act means the Local Government Act 1995;
candidate means a candidate for election as a council member;
complaint means a complaint made under clause 11(1);
publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —
- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —
- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and

(d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

(1) A council member, committee member or candidate should —
- (a) treat others with respect, courtesy and fairness; and
- (b) respect and value diversity in the community.

(2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —
- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —
- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate —
- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- (b) must only publish material that is factually correct.

(2) A council member or committee member —
- (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
- (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —
- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and

(c) must not use offensive or derogatory language when referring to another person; and

(d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and

(e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

(a) must not act in an abusive or threatening manner towards another person; and

(b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and

(c) must not repeatedly disrupt the meeting; and

(d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and

(e) must comply with any direction given by the person presiding at the meeting; and

(f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

(1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.

(2) A complaint must be made —

(a) in writing in the form approved by the local government; and

(b) to a person authorised under subclause (3); and

(c) within 1 month after the occurrence of the alleged breach.

(3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

(1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

(2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.

(3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

(4) If the local government makes a finding that the alleged breach has occurred, the local government may —
  (a) take no further action; or
  (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

(5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.

(6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
  (a) engage in mediation;
  (b) undertake counselling;
  (c) undertake training;
  (d) take other action the local government considers appropriate.

(7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
  (a) its finding and the reasons for its finding; and
  (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

(1) The local government must dismiss a complaint if it is satisfied that —
  (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
  (b) either —
    (i) the behaviour was dealt with by the person presiding at the meeting; or
    (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.

(2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

(1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.

(2) The withdrawal of a complaint must be —
  (a) in writing; and
  (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

(1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.

(2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

Notes for this Division: *1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.* *2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.*

16. Overview of Division

(1) This Division sets out rules of conduct for council members and candidates.

(2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

(1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

(a) local government property; and

(b) services provided, or paid for, by a local government.

(2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

(1) A council member must not make improper use of their office —

(a) to gain, directly or indirectly, an advantage for the council member or any other person; or

(b) to cause detriment to the local government or any other person.

(2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

(1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.

(2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

(1) In this clause —

local government employee means a person —

(a) employed by a local government under section 5.36(1) of the Act; or

(b) engaged by a local government under a contract for services.

(2) A council member or candidate must not —

(a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or

(b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or

(c) act in an abusive or threatening manner towards a local government employee.

(3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

(4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

(a) make a statement that a local government employee is incompetent or dishonest; or

(b) use an offensive or objectionable expression when referring to a local government employee.

(5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

(1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non confidential document means a document that is not a confidential document.

(2) A council member must not disclose information that the council member —

(a) derived from a confidential document; or

(b) acquired at a closed meeting other than information derived from a non confidential document.

(3) Subclause (2) does not prevent a council member from disclosing information —

(a) at a closed meeting; or

(b) to the extent specified by the council and subject to such other conditions as the council determines; or
(c) that is already in the public domain; or
(d) to an officer of the Department; or
(e) to the Minister; or
(f) to a legal practitioner for the purpose of obtaining legal advice; or
(g) if the disclosure is required or permitted by law.

22. Disclosure of interests

(1) In this clause —
interest —
(a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
(b) includes an interest arising from kinship, friendship or membership of an association.

(2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
(a) in a written notice given to the CEO before the meeting; or
(b) at the meeting immediately before the matter is discussed.

(3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

(4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
(a) that they had an interest in the matter; or
(b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

(5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
(a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
(b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

(6) Subclause (7) applies in relation to an interest if —
(a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
(b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.

(7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

Appendix 2 – Council Policy 3.1~~4~~8 – Elected Members ICT

3.1~~4~~8 ELECTED MEMBERS – INFORMATION & COMMUNICATION TECHNOLOGY (ICT)

Adopted or Reviewed by Council:	18/4/2017 **Council Minute Reference: 54/17**
Reviewer:	Manager Corporate and Community Services
Local Law:	
Procedure:	"Getting Started" instructions for Councillors available
Delegation:	

OBJECTIVE

The purpose of this policy is to define the ICT device requirements for elected members and to clarify the provision and ownership of such.

POLICY

Reference should also be made to Council Policy 3.7~~10~~ – 'Councillors Fees & Reimbursements' which sets the level of Councillor allowances, including the ICT Allowance.

Shire of Kojonup ICT Environment

The Shire of Kojonup predominately utilises the application (app) 'Docs-on-Tap' for the dissemination of agendas, minutes and other Shire documents and information. 'Docs-on-Tap' is available on mobile devices that utilise the following platforms:

- iPad – iOS 6.0 Prerequisite
- Android
- Windows 10
- Windows 8
- ~~Windows 7~~

In addition to the 'Docs-on-Tap' app, email is also utilised as a primary source of communication. Councillors will be issued with a Shire of Kojonup email address in the format of *cr.surname@kojonup.wa.gov.au* which is operated though Microsoft Exchange Server. In addition to accessing email through standard email apps, email can be accessed via https://remote.kojonup.wa.gov.au/owa by logging in using your user name (first part of email address) and password.

The following apps are suggested for use by elected members to assist in the performance of their role:

Type of App	Suggested	Other Products
Email	Microsoft Outlook	Mail (default iPad App)
Calendar / Diary	Microsoft Outlook	Calendar (default iPad App)
Word Processor	Word (by Microsoft)	Pages (by Apple) Docs (by Google)
Spreadsheets	Excel (by Microsoft)	Numbers (by Apple) Sheets (by Google)

Type of App	Suggested	Other Products
Presentations	PowerPoint (by Microsoft)	Keynote (by Apple) Slides (by Google)
Cloud Storage	OneDrive; Dropbox; or Google Drive	iCloud (Apple default)
Note Taking	OneNote (by Microsoft)	Evernote Keep (by Google)
Other	• MyScript Calculator – hand drawn calculator; • YouTube – thousands of free videos, including "how-to" videos; • TED – Educational Talks; • Borrowbox, Rb Digital and Kanopy – see library staff for more information.	

1. Ownership & ICT Requirements

Elected Members of the Shire of Kojonup shall provide their ICT device, data and communication requirements to fulfil the requirements of the position and an ICT Allowance is provided to enable this to occur. It is suggested, as a minimum, that the following be utilised to enable an elected member to undertake their duties:

- Mobile telephone – The elected member's mobile telephone number will be publicly advertised on the Shire website and some correspondence; and
- Mobile computing device – such as a tablet, laptop computer or iPad. This device will need to be compatible with the Shire email network and Docs-on-Tap application. Assistance is available from the Manager of Corporate and Community Services if required prior to purchase.

Pre-payment of an individual Councillor's ICT Allowance of up to $1,000 is available for the purchase or upgrade of either of the two (2) components above, if not already privately owned.

As all devices are purchased by the individual elected member, all ownership and maintenance of such devices remains with the individual, both during and after their term of office.

2. Data/Internet Access

Each mobile computing device *should* also utilise a data pack (sim card) to increase the mobility and effectiveness of the device. This data pack will be the responsibility of the individual elected member and the service provider and monthly package chosen is at their total discretion.

When Councillors are in the Kojonup Administration Building, internet access will be provided by connecting to the Shire's wireless network (Wi-Fi). Access information (password etc.) will be provided upon request. To ensure the integrity of the Shire's

computer network, the password for the Wi-Fi must never be disclosed to another party.

3. Terms and Conditions

The following terms and conditions must be adhered to at all times:-

- The Shire's Wi-Fi network must not be used to access any information, applications or videos that are deemed inappropriate by Council policies or the Chief Executive Officer (such as pornography etc.);
- A 'Bring Your Own Device' (BYOD) policy is currently being formulated by the Manager of Corporate and Community Services. This policy will address issues such as virus protection, SPAM and security when utilising personally owned devices on the Shire network, including those of elected members covered by this policy; and
- Elected Member's computing devices such as tablets, smart phones and laptops that access the Shire's network shall be fitted with an access password to ensure security if the device is lost.

4. Reimbursement

Any applications (Apps) deemed by the Chief Executive Officer to be imperative for operations are to be funded from the ICT allowance.

5. Documents Relating to Council Use

All documents required for Council and Committee meetings, information bulletins and Council Corporate documents will be uploaded into the "Docs on Tap" App.

The agenda for all Council meetings is required to be available 72 hours prior to the meeting (*Local Government Act 1995* s. 5.5(1)). Councillors will receive an email in the week prior to the ordinary Council meeting advising that the agenda is available for viewing.

Councillors will be advised by email that new documents have been uploaded into Docs on Tap. It is the responsibility of the individual Councillor to ensure that they have read all information uploaded into the App. Any problems should be reported to the CEO immediately.

Appendix 3 – Declaration of Interest Form

Shire of Kojonup - Declaration of Interests

Members please list their declarations of interest below and hand to the Chief Executive Officer or presiding member of the meeting prior to commencement of the meeting or at the meeting before the matter is discussed.

NAME:

Name Of Meeting & Date:

Item No.	*12.1*
Subject	*Development Approval Application for Lot 1 Albany Highway, Kojonup*
Type of Interest	*'Proximity' Interest*
Nature of Interest	*Live next door at Lot 3 Albany Highway, Kojonup*
*Extent of Interest	

Item No.	
Subject	
Type of Interest	
Nature of Interest	
*Extent of Interest	

Item No.	
Subject	
Type of Interest	
Nature of Interest	
*Extent of Interest	

SIGNATURE: DATE:

***Note:** 'Extent' is only required in the case that Council/Advisory Committee decides the Declarer has only a 'trivial interest' or 'an interest in common' and moves a motion to allow the Declarer to be present and vote on the item.

OFFICE NOTE

- Members of all committees have the same obligations as elected members to disclose an interest.
- Council staff, where reporting and advising, have obligations towards disclosure.
- Members disclosing interests must withdraw from the meeting while the item is under discussion (except trivial interests/interests in common or if declaring an Impartiality Interest).
- Members in relation to Council or Committee means a Council member or a member of the Committee, whether elected or not.
- **Any disclosures must be given to the Presiding Member prior to or at the beginning of the meeting or directly prior to the item to bring to the notice of persons attending.**

NOTES ON DECLARING INTERESTS

The Following notes have been prepared to assist you when declaring an interest in an item before a Council or committee meeting. This information is not comprehensive and if in doubt, reference should be made to other sources, i.e.:

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Local Government (Rules of Conduct) Regulations 2007*
- Shire of Kojonup Code of Conduct
- Department of Local Government Financial Interests Handbook (1999)
- Department of Local Government Guidance Notes 1/2000 on Interests affecting Impartiality
- Department of Local Government – Advisory Services Branch

INTEREST TYPES & PRESENCE ALLOWABLE

Financial – Direct	Must leave the Meeting Room – may return if fellow members move a motion that the Declarer has only a 'trivial interest' or 'an interest in common'.
Financial – Indirect	
Proximity	
Impartiality	Not required to leave the Meeting Room but may be asked to.

INTEREST CLASSIFICATIONS

Financial (Direct) pursuant to Section 5.60A of the *Local Government Act 1995* – An interest where the member or a closely associated person specifically gain or lose financially.

Financial (Indirect) pursuant to Section 5.60B of the *Local Government Act 1995* – An interest where another person requires a Local Government decision on a matter that will result in a financial gain or loss to that person and the member or a closely associated person has a financial relationship with this other person.

Proximity pursuant to Section 5.61 of the *Local Government Act 1995* – An interest where if the matter concerns a proposed change to a planning scheme, zoning, development or use affecting land that adjoins the person's land.

Impartiality pursuant to Regulation 11 of the *Local Government (Rules of Conduct) Regulations 2007* – An interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association

Great Southern Voluntary Regional Organisation of Councils

DRAFT

Memorandum of Understanding

2025 - 2029

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AGREEMENT

This agreement is between the following Participating Local Governments.

Member 1

Member 2

Member 3

Member 4

Member 6

Member 7

Member 8

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Enter into a memorandum of understanding dated .....2025 to recognise the cooperation and shared goals of the member councils.

NAME

The name of this voluntary regional organisation is the Great Southern Voluntary Regional Organisation of Councils (Great Southern VROC)

PURPOSE

The purpose for which Great Southern VROC is established is to collaborate to create value.

OBJECTIVES

The Great Southern VROC's objectives are to;

a. enhance and assist in the advancement of the Region;
b. encourage cooperation and resource sharing on a regional basis;

ORGANISATION

Appointment of Members

a. A Participating Local Government is to appoint one of its councillors to be the voting Member of the Great Southern VROC.

b. A Participating Local Government may appoint up to an additional two of its councillors as Deputy Members who may attend and contribute to each meeting but who will not have a voting right unless the appointed Member is absent.

c. A Participating Local Government has one vote.

Observers

The CEO of a Participating Local Government is expected to attend and contribute to Great Southern VROC meetings but does not get a vote.

Tenure of Members of Great Southern VROC

A Member of Great Southern VROC shall hold office until either;

- The Member ceases to be a councillor of the Participating Local Government.
- The Member is removed by the Participating Local Government.

Election of Chairperson and Deputy Chairperson

The Members of the Great Southern VROC shall elect the Chairperson and Deputy Chairperson.

At the first meeting of the Great Southern VROC following a local government election, Members shall elect a Chairperson and Deputy Chairperson, by absolute majority.

If the office of the Chairperson or Deputy Chairperson becomes vacant for any reason the Members of Great Southern VROC shall elect a new Chairperson or Deputy Chairperson as the case requires.

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Tenure of Chairperson and Deputy Chairperson

The Chairperson or Deputy Chairperson will hold office until the election of a new Chairperson or Deputy Chairperson.

The Chairperson of Great Southern VROC may hold this position for a maximum of two terms (four years).

Role of Chairperson

The Chairperson:

a) Presides at Great Southern VROC meetings.
b) Speaks on behalf of the Great Southern VROC.
c) Liaises with the Executive Officer on Great Southern VROC affairs and the performance of its functions.

Role of Deputy Chairperson

The Deputy Chairperson may perform the functions of the Chairperson if:

a) The office of the Chairperson is vacant; or
b) The Chairperson is absent or unable or unwilling to perform the functions of Chairperson.

Meeting Frequency

Unless agreed otherwise, VROC meetings will be convened quarterly.

Role of Great Southern VROC Members

a. Achievement of the Great Southern VROC purpose;
b. Setting the strategic direction of the Great Southern VROC and its management;
c. Work cooperatively with other members;
d. Support the involvement of CEOs;
e. Promote the Great Southern VROC;
f. Represent the interests of the electors and residents of the Region;
g. Facilitate communication between the community of the Region and Great Southern VROC;
h. Participate in Great Southern VROC 's decision-making processes;
i. Represent and undertake authorised actions on behalf of Great Southern VROC.

Role of the Great Southern VROC Executive

The role of the Great Southern Executive (CEOs) is to:

a. Assist in the achievement of the Great Southern VROC purpose;
b. Assist in the strategic direction of the Great Southern VROC and its management;
c. Identify opportunities and advocacy for the Great Southern VROC;
d. Participate in Great Southern VROC 's decision-making processes at Executive meetings of the Great Southern VROC;
e. Represent and undertakes actions as directed by the Great Southern VROC;
f. Assist to ensure the advice and information is available to the Great Southern VROC so that informed decisions can be made;
g. Perform such other functions as are given by the Great Southern VROC.

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Appointment and Role of the Great Southern VROC Executive Officer

By agreement, Members may employ or contract an Executive Officer or instruct the Host Local Government to employ or contract an Executive Officer, to perform the following functions;

a. Prepare an annual budget and work program for approval by the Members;
b. Assist in implementing the work program;
c. Periodically review and refresh the Great Southern VROC Strategic Plan;
d. Report on implementation of the work program to each Great Southern VROC meeting;
e. Action Great Southern VROC and Great Southern VROC Executive decisions;
f. Keep the accounts of the Great Southern VROC in order and receive all monies;
g. Adhere to all financial and legal responsibilities;
h. Maintain custody of all books, documents, records and registers of the Great Southern VROC;
i. Compile agendas, minutes, grant applications, discussion papers, project plans (including implementation)
j. Foster partnerships;
k. Undertake regular communication within the Great Southern VROC and with key stakeholders;
l. Undertake any other function as specified or directed by the Great Southern VROC Council, Chairperson or Host Local Government CEO.

If an Executive Officer is not employed or contracted either by the Members or through the Host Local Government, the Executive Offer functions listed above, will become the responsibility of the Host Local Government CEO.

Host Local Government

The Host Local Government is the local government from which the Chairperson originates.

Host Local Government Obligations

In addition to providing the Executive Officer services, if requested by Members the Host Local Government will also;

- through the Host Local Government CEO, assume line management of an employed or contracted Executive Officer.
- prepare and maintain policies for managing the financial affairs of the Great Southern VROC including banking and audit arrangements.
- apply for an Australian Business Number (ABN) and open a bank account in the Great Southern VROC's name.
- apply for and manage receipt of grant or debt funding to support initiatives of the Great Southern VROC.
- be accountable to the Members and meet all auditing requirements for any money received and paid in relation to the Great Southern VROC.
- not terminate the Executive Officer without the approval of Members. For the purposes of this clause, 'approval' means a majority decision of Great Southern VROC Members.

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FINANCIAL CONTRIBUTIONS

Annual Contributions

Participating Local Governments may be required to make an annual financial contribution towards the operations of Great Southern VROC (Annual Operating Contribution), subject to a determination of Members. The contribution from a Band 3 Participating Local Government may be different to a Band 4 local government.

In addition, Participating Local Governments may also be requested to contribute to Great Southern VROC special projects or initiatives.

Special Project implementation is to be supported by a Project Plan and Life of Project Budget.

Participating Local Governments may opt in to the funding of a Special Project but once opted in cannot withdraw until the Project is wound up by an absolute majority decision of the Great Southern VROC.

Financial Management

By agreement of the Members the Great Southern VROC may apply for an Australian Business Number (ABN) and open a bank account to receive membership and special project fees.

Prior to opening a bank account, procedures for how the account will operate, including the requirement for audit, must be agreed by the Members.

The Annual Operating Contribution and any Special Project contributions shall be paid by each Participating Local Government in the manner determined by Great Southern VROC.

Winding Up of Great Southern VROC Project

The Great Southern VROC may resolve to wind up a Project. An absolute majority vote will be required by the Great Southern VROC to resolve to wind up any Project.

Division of Assets

If a Project is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of the Project then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the Project Participants in the proportions referred to in the Project Plan.

This Division of Assets shall not apply where the Project Participant advises the Great Southern VROC that a realisation of the property and assets is not necessary.

Division of Liabilities

If a Project is to be wound up and there remains any liability or debt in excess of the realised property and assets of the Project, then the liability or debt is to be met by the Project Participants in the proportions referred to in the Project Plan & Budget.

Indemnification by Project Participants of Great Southern VROC

If a Project is wound up, then the Project Participants shall indemnify Great Southern VROC (in the proportions referred to in the original plan) with respect to that liability or debt.

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TERM AND TERMINATION

Winding up by Agreement

The Members may, by agreement, wind up Great Southern VROC.

Extension of Agreement

The Members may, by agreement, extend the term of the Great Southern VROC MOU.

Term of Agreement

Unless otherwise wound up or extended, this Agreement will terminate on 31 October 2029.

Division of assets

If Great Southern VROC is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of Great Southern VROC then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among each of the Participating Local Governments in proportion to their relative contribution to the assets of the Great Southern VROC.

Division of liabilities

If Great Southern VROC is wound up and there remains any liability or debt in excess of the realised property and assets, then the liability or debt is to be met by each of the Participating Local Governments in proportion to their relative contribution to the assets of the Great Southern VROC.

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WITHDRAWAL OF A PARTICIPATING LOCAL GOVERNMENT

Withdrawal

If, during the Term of this Agreement, Members resolve to apply an Annual Operating Contribution and the amount each Participating Local Government will pay, the minimum term of membership will be from the date this Annual Operating Contribution is payable to the expiry of this MOU on 31 October 2029. No withdrawal can take place during this period.

In this scenario, if a Participating Local Government intends to withdraw on 31 October 2029, they must give at least 6 months notice advising the Great Southern VROC of their intent to withdraw from the Great Southern VROC.

If during the Term, Members do not resolve to apply an Annual Operating Contribution, a Participating Local Government may withdraw at any time by giving 6 months notice to the Great Southern VROC.

Member Reinstatement

The Great Southern VROC may reinstate by absolute majority the membership of a former Participating Local Government once they have cleared all debts owed to the Great Southern VROC.

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Entitlement or Liability of Withdrawing Participating Local Government

As soon as practicable following withdrawal taking effect, Great Southern VROC shall;

a) distribute to the withdrawing Participating Local Government an amount equal to the proceeds and any surplus funds which would have been payable to the Participating Local Government if Great Southern VROC was wound up on the withdrawal date; or

b) be entitled to recover from the withdrawing Local Government an amount equal to the liability or debt which would be payable by the withdrawing Local Government if the Great Southern VROC was wound up on the withdrawal date.

Participants May be Required to Pay Distribution

If the Great Southern VROC is unable to meet the distribution from funds on hand then, unless the Great Southern VROC decides otherwise, the Participants (other than the Participant that has withdrawn) shall pay the distribution in the proportions equal to their respective equities in the Great Southern VROC.

ADMITTING NEW MEMBERS

Prospective new members may be admitted by a decision of the Great Southern VROC and shall be required to contribute to Great Southern VROC a sum determined by the Great Southern VROC that is described as “the entry sum” and in addition a sum equal to the current year’s contribution schedule or such other sum agreed to by the Great Southern VROC.

BORROWINGS

Great Southern VROC is not permitted to borrow funds.

DISPUTE RESOLUTION

Dispute

In the event of any dispute or difference (‘dispute’) arising between a Participating Local Government and Great Southern VROC or any of them at any time as to any matter or thing arising under or in connection with this Memorandum of Understanding, then a Participating Local Government or Great Southern VROC may give to the other Participants and Great Southern VROC (as the case may be) notice in writing (‘dispute notice’) adequately identifying the matters, the subject of the dispute, and the giving of the dispute notice shall be a condition precedent to the commencement by any Participating Local Government or Great Southern VROC of proceedings (whether by way of litigation or arbitration) with regard to the dispute as identified in the dispute notice.

Arbitration

At the expiration of 25 business days from the date of sending the dispute notice, the Participating Local Government or Great Southern VROC giving the dispute notice may

notify the others in writing (’arbitration notice’) that it requires the dispute to be referred to arbitration and the dispute (unless meanwhile settled) shall upon receipt of the arbitration notice by the recipients then be and is hereby referred to arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985.

Legal Representation

For the purposes of the Commercial Arbitration Act 1985, the Participating Local Government consent to each other and to Great Southern VROC being legally represented at any such arbitration.

INTERPRETATION

i. In this Memorandum of Understanding unless the context requires otherwise:

ii. Words importing the singular include the plural and vice versa;

iii. Words importing any gender include the other gender;

iv. References to persons include corporations and bodies politic;

v. References to a person include the legal personal representatives, successors and assigns of that person;

vi. A reference to a statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);

vii. References to this or any other document include the document as varied or replaced, and not withstanding any change in the identity of the parties;

viii. References to writing include any mode of representing or reproducing words in tangible and permanently visible form, including confirmed facsimile transmission and email with receipt confirmation;

ix. An obligation of two or more parties shall bind them jointly and severally;

x. If a word or phrase is defined cognate words and phrases have corresponding definitions;

xi. An obligation incurred in favour of two or more parties shall be enforceable by them jointly and severally;

xii. Reference to anything (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them;

AMENDMENT TO MEMORANDUM OF AGREEMENT

The Members may amend this Memorandum of Understanding by absolute majority.

DRAFT

EXECUTED by the Parties on……

Executed for and on behalf of the Shire of ……
Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____
Chief Executive Officer

Executed for and on behalf of the Shire of ……
Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____
Chief Executive Officer

Executed for and on behalf of the Shire of ……
Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____

Chief Executive Officer

DRAFT

Executed for and on behalf of the Shire of ……
Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____
Chief Executive Officer

Executed for and on behalf of the Shire of ……
Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____
Chief Executive Officer

Executed for and on behalf of the Shire of ……
Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____
Chief Executive Officer

DRAFT

Draft July 2024

Great Southern Alliance(GSA)

Strategic Directions 2024-2028

"Collaborate to Create Value"

Strategic Directions 2024-2028

Purpose of GSA

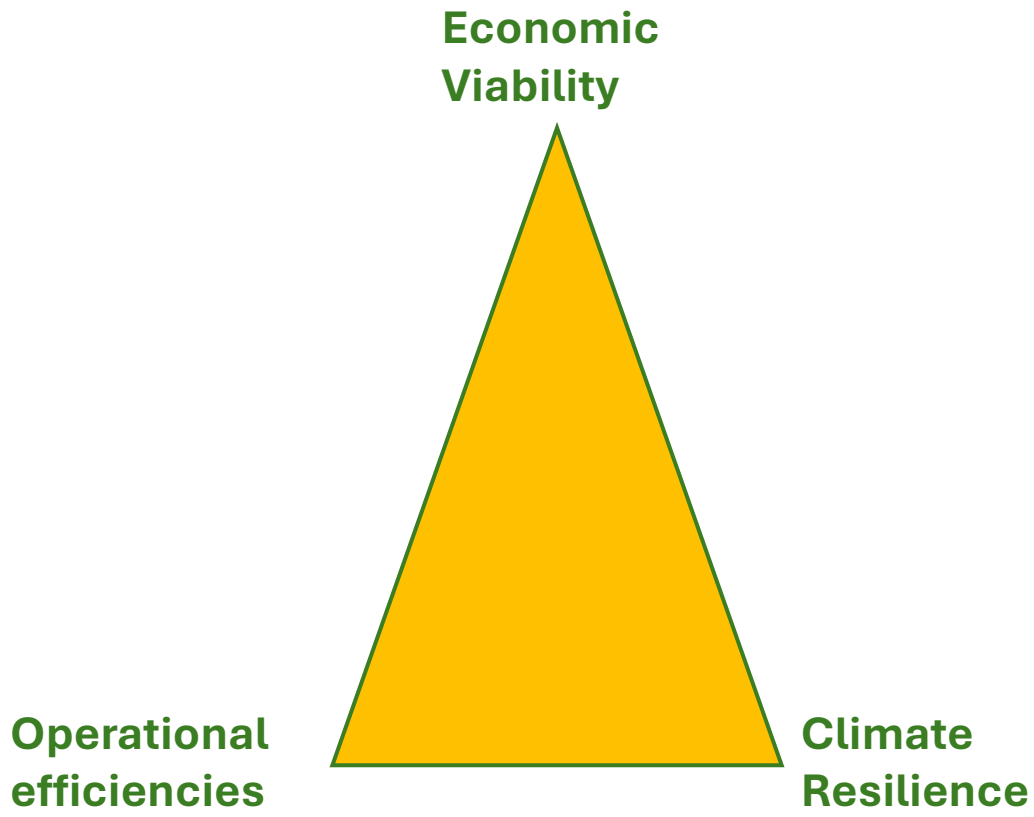
The purpose of GSA defines our reason for being, the services and product we provide.
The purpose of GSA is:

Collaborate To Create Value

Challenges in the Environment

- Competing in-house priorities and demands, and limited resources (e.g. no GSA Executive Officer).
- Escalating costs and budgetary constraints.
- Alignment of individual Shire priorities.

Our Strategic Priorities



Purpose and Values

Organisational purpose (mission) is the basis and foundation to all work.

GSA's purpose is to help improve the operations of individual Shire's through the creation of synergies.

GSA's purpose: Collaborate to create value

The values of GSA are how we want to be, our behaviours and attitudes as we strive to achieve our vision.

VALUES OF GSA

Driving Values

- Think regionally
- Innovate

Supporting Values

- Respect
- Collaborate

GSA Strategic Priorities

1. Economic viability (of our communities)

1.1 Undertake economic development study

1.2 Participate in the GSDC housing study

GSA has defined these three strategic objectives and ten actions as important to achieve during 2024-2028

2. Operational efficiencies

2.1 Undertake a gap analysis

2.2 Develop a planning framework

3. Climate resilience

3.1 Develop policies

3.1.1 Windfarms

3.1.2 Waste management

3.1.3 Water management

3.1.4 Tree canopy

3.1.5 Decarbonisation

Great Southern Local Government Meeting

Meeting Monday 19 May 2025

Pioneer Room – Katanning Leisure Centre

Chair, Kristy D'Aprile opened the meeting at 2.02pm

1. Attendance & Apologies

Attendees

Roger Bilney - Kojonup	Len Handasyde - Plantagenet	Linda Gray - Cranbrook
Grant Thompson - Kojonup	Ken Clements - Plantagenet	Kate O'Keeffe - Gnowangerup
Dale Douglas - Woodanilling	Julian Murphy - Plantagenet	Rebecca O'Meehan – Gnowangerup
Anika Serer - Woodanilling	Michael White - BHT	David Nicholson – Gnowangerup
Kate Johnston - Kent	Karen Callaghan - BHT	Kristie D'Aprile - Katanning
Christie Smith - Kent	George Pollard - Cranbrook	Peter Klein - Katanning

Apologies: Nil

2. Minutes

Minutes of the meeting held on 4 March 2025, in Cranbrook were circulated with the Agenda papers.

Recommendation

The minutes of the meeting held on 4 March 2025 be received as a true and correct record of proceedings.

Moved: Michael White
Seconded: Kate O'Keeffe
Carried 8/0

3. Great Southern VROC – Strategic Plan

During the February meeting, the Local Government representatives in attendance did not endorse either the draft strategic plan, as presented or the CEO's proposed priority actions.

The discussion outcome was for each individual participant to take the draft strategic plan/s back to their respective Council for consideration and to prioritise actions to support the establishment of a future work program for the Great Southern VROC.

The draft Strategic Plan was amended to incorporate comments from the February meeting and this document was presented to the May meeting but again failed to achieve endorsements of the local government representatives, in attendance.

Action:

a) **The initial draft strategic plan be recirculated to participants.**
b) **This plan will be presented for consideration to the August meeting.**

4. Water for Future Project

The scope for this project was attached to the agenda. In respect to the project the following was noted;

- This project will see the development of individual integrated non-potable water strategies for each of the 8 Inland Great Southern Local Governments.
- One consultant is to be procured by the GS Development Commission to work with each Shire to develop their non-potable water strategy.
- Each Shire Water Strategy will have the following minimum outputs:
  a) Water Audit
  b) Water Demand Modelling
  c) Identification of initiatives to address any supply gaps.
- If the quotes for delivering this scope exceed the $160k available, the Project Working Group will need to either reduce the above scope to meet the funds available or invite shires to co-contribute to meet any funding shortfall.

Action: Noted

5. Ban of Live Sheep Exports by Sea

a) Advocacy Position

Local government representatives repeated concerns about the banning of the live sheep export industry by sea which comes into effect on 1 May 2025.

Representatives noted that the Australian Local Government Association's National General Assembly is being held in Canberra on 24-27 June 2025 and that this presents an opportunity to meet with Federal Government ministers to voice our position on this ban.

It was noted that the local governments of Albany, Plantagenet and Gnowangerup were committed to attending the ALGA meeting.

Recommendation
Great Southern VROC opposes the Federal Government's decision to end the live export of sheep by sea from 1 May 2028 and that we will continue to advocate in the best interests of our communities.

Moved	Michael White
Seconded	Len Handasyde
Carried	8/0

b) Transition Package

The Federal Government's $139.7M transition package was discussed and it was noted that only $1.5M was allocated for distribution under the Community Wellbeing element of this package.

Recommendation
That representatives of Great Southern local governments meet with the Transition Advocate Dr Chris Rodwell to highlight how losing the live sheep export trade will impact on our communities and to seek assurance that meaningful support will be provided under the Federal Government's Transition Package.

Moved	Len Handasyde
Seconded	Dale Douglas
Carried	8/0

Action:

a) **Shire of Katanning to arrange a meeting with the Advocate, at the earliest opportunity.**
b) **Circulate meeting date & time and invite Great Southern local governments to nominate a representative to attend this meeting.**
c) **Local governments to forward their questions for the Advocate to Peter Klein and this input will define target meeting outputs.**

6. Great Southern VROC – MOU

During the 4 March meeting it was agreed that a draft MOU be further considered by CEOs and presented to the next meeting for endorsement. The CEOs met to discuss the document circulated with the agenda and some further amendments were subsequently incorporated into the draft. An overview of the draft MOU was verbally presented to attendees.

The verbal overview is summarised in the following table;

#	Issue	Proposal
1	Name	Great Southern Regional Organisation of Councils
2	Delegate	Redefined as Member – term "Delegate" is removed from document
3	Participant	Redefined as "Participating Local Government"
4	Meeting attendance	A Participating Local Government is to appoint a voting Member and up to two deputy members. The Participating Local Government CEO is also expected to attend.
5	Votes	Each Participating Local Government via its voting Member has one vote.
6	Chair & Deputy	Elected by the members biennially at 1st meeting following LG election (absolute majority).
7	Term	The Chair and Deputy are appointed for a Term of Two years.
8	Chair maximum tenure	Two Terms (four years)
9	Executive Officer	Members may agree to employ or contract an EO, or instruct the Host LG to appoint an EO.
10	Host LG	Is the LG from which the Chairperson originates.
11	Executive Officer	If members resolve not to employ or contract an EO, the Host LG will be responsible for delivering the EO service.
12	Role of EO	Outlined in the MOU and now includes preparing an annual budget and work program, periodically reviewing the strategic plan & quarterly reporting against the work plan.
13	Role of Host LG	If requested, employ or contract the EO. Host LG CEO provides line management of EO. If requested, apply for an ABN and open a bank account on behalf of the GS ROC & draft financial policies for approval by Members and maintain these policies as necessary.
14	Financial contributions	The Great Southern VROC may resolve to require Participating LGs to make a financial contribution to its operation.
15	Funding share	A Band 3 local government may be requested to pay a higher annual operating contribution to Great Southern VROC than a Band 4 local government.
16	Specific project funding	The Great Southern VROC may resolve to require Participating LGs to make an additional financial contribution to a specific project.

#	Issue	Proposal
17	Winding up of a special project	Project plan and budget to determine Participant's financial contributions and on winding up the surplus be allocated and any outstanding debt paid, in proportion to the contributions outlined in the Project Plan & Budget.
18	Term of MOU	MOU termination by agreement and if not extended, will expire on 31 October 2029. This is to coincide with the LG election cycle.
19	Termination by a Participating LG	If Members resolve that an Annual Operating Contribution is payable, a Participating LG cannot withdraw until 31 October 2029.
20		If no Annual Operating Contribution is payable a participating LG can withdraw at any time with 6-months notice.
22	Termination by a Participating LG	Shall be reimbursed or contribute to any debt in proportion to relevant contribution.
23	New members	By Great Southern VROC resolution.
24	New member payments	In addition to the annual operating fee (if applicable) the Great Southern VROC may require a new member to pay an "entry fee".

Following discussion, it was agreed that the draft be amended as follows;

1. Add quarterly meeting frequency
2. Formal name to be Great Southern Voluntary Regional Organisations of Councils (Great Southern VROC)

Action

a) Local governments submit any final comment on the draft MOU to Peter Klein, by Friday 30 May'25.
b) Revised MOU draft to be circulated on Monday 2 June.
c) Each local government participating in the 19 May'25 meeting are invited to determine if they agree to be a Participating Local Government based on the MOU terms to be circulated on 2 June'25.

7. Executive Officer - Appointment

A draft contract for Executive Officer services and an estimated cost of engagement were presented with the agenda.

The meeting noted the broad alignment of objectives between the Great Southern VROC draft Strategic Plan and the Inland Drought Resilience Plan. Due to this alignment the Great Southern Development Commission GSDC has agreed to allocate the $42,000 from their Inland Great Southern Drought Resilience Implementation Plan Budget to help fund the cost of contracting an Executive Officer, in 2025 to promote the interests of the Great Southern VROC while assisting with the implementation of Inland Great Southern drought initiatives.

The meeting was advised that the Drought Resilience Project has kicked-off and the GSDC is required to acquit the funds by the end of this calendar year. This means there is some time pressure for the appointment of the executive officer.

Given the Great Southern VROC MOU has not yet been endorsed, there was general agreement that the organisation was in no position to enter an arrangement with GSDC for the $42,000 or to appoint an executive officer. The meeting did however, recognise the merit of an executive officer being available and that this could be achieved by the host local government executing the GSDC grant agreement and contracting an executive officer under the terms of the attached contract for executive officer services.

Recommendation

That the Great Southern VROC note;

a) the estimated cost of employing an executive officer to perform 615 hours of support per year and the consequential impact on a potential annual operating fee, and

b) the offer by the Great Southern Development Commission to provide $42,000 for the contracting of executive officer services to achieve objectives common to both the Great Southern VROC Strategic Plan and the Inland Great Southern Drought Resilience plan.

Moved: Roger Bilney Seconded: Kate O'Keeffe Carried 8/0

That the Shire of Katanning be appointed as the Host Local Government for the purpose of;

a) entering an MOU with GSDC for the receipt of grant funds which are to be allocated to the appointment of an executive officer who will be responsible for pursuing the objectives of the Great Southern VROC and Inland Great Southern Drought Resilience Plan; and

b) appointing the executive officer for a term that does not exceed the grant funds available.

Moved: Michael White
Seconded: Kate O'Keefe
Carried 8/0

Action:
The longer-term engagement of an executive officer directly to the Great Southern VROC, will be presented for consideration to the August Great Southern VROC meeting.

8. Other Business

a) Great Southern Worker Housing Strategy

The meeting noted CEOs' frustration at;

a) delays to finalizing the GSDC coordinated Great Southern Worker Housing Strategy;
b) GSDC's proposal last week to include as partners to the strategy, Wagyl Kaip and Advance Housing (two community housing proponents). This frustration was based on their inclusion potentially detracting from our principal objective to deliver working housing; and
c) GSDC's announcement that once the plan was endorsed, that Great Southern local governments would be responsible for coordinating business case development and grant applications without GSDC support.

Prior to the working group's most recent meeting, the eleven Great Southern local governments all understood that GSDC would coordinate and sponsor the drafting of business cases and grant applications, as occurred in the Wheatbelt, prior to the 2025 State Government election.

Action

a) discuss this arrangement with GSDC CEO;
b) if necessary, meet with Minister for the Great Southern, Reece Whitby, to encourage more direct support from GSDC re business case and grant application development.

b) Audit Committee Membership

Attendees were reminded that new legislation came into effect on 7 December 2024, requiring presiding and deputy presiding members of all committees established under the LG Act to be appointed by the Council, not elected by the committee membership.

The LG Act at Clause 67 of Schedule 9.3, requires all local governments to enact this change by 1 July 2025.

Action – Noted.

9. Next Meetings

- **Monday 4 August 2025 at Mount Barker**
- **Monday 3 November at Gnowangerup**

19 May 2025

Great Southern Voluntary Regional Organisation of Councils

DRAFT

Memorandum of Understanding

2025 - 2029

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AGREEMENT

This agreement is between the following Participating Local Governments.

Member 1

Member 2

Member 3

Member 4

Member 6

Member 7

Member 8

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Enter into a memorandum of understanding dated .....2025 to recognise the cooperation and shared goals of the member councils.

NAME

The name of this voluntary regional organisation is the Great Southern Voluntary Regional Organisation of Councils (Great Southern VROC)

PURPOSE

The purpose for which Great Southern VROC is established is to collaborate to create value.

OBJECTIVES

The Great Southern VROC's objectives are to;

a. enhance and assist in the advancement of the Region;
b. encourage cooperation and resource sharing on a regional basis;

ORGANISATION

Appointment of Members

a. A Participating Local Government is to appoint one of its councillors to be the voting Member of the Great Southern VROC.

b. A Participating Local Government may appoint up to an additional two of its councillors as Deputy Members who may attend and contribute to each meeting but who will not have a voting right unless the appointed Member is absent.

c. A Participating Local Government has one vote.

Observers

The CEO of a Participating Local Government is expected to attend and contribute to Great Southern VROC meetings but does not get a vote.

Tenure of Members of Great Southern VROC

A Member of Great Southern VROC shall hold office until either;

- The Member ceases to be a councillor of the Participating Local Government.
- The Member is removed by the Participating Local Government.

Election of Chairperson and Deputy Chairperson

The Members of the Great Southern VROC shall elect the Chairperson and Deputy Chairperson.

At the first meeting of the Great Southern VROC following a local government election, Members shall elect a Chairperson and Deputy Chairperson, by absolute majority.

If the office of the Chairperson or Deputy Chairperson becomes vacant for any reason the Members of Great Southern VROC shall elect a new Chairperson or Deputy Chairperson as the case requires.

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Tenure of Chairperson and Deputy Chairperson

The Chairperson or Deputy Chairperson will hold office until the election of a new Chairperson or Deputy Chairperson.

The Chairperson of Great Southern VROC may hold this position for a maximum of two terms (four years).

Role of Chairperson

The Chairperson:

a) Presides at Great Southern VROC meetings.
b) Speaks on behalf of the Great Southern VROC.
c) Liaises with the Executive Officer on Great Southern VROC affairs and the performance of its functions.

Role of Deputy Chairperson

The Deputy Chairperson may perform the functions of the Chairperson if:

a) The office of the Chairperson is vacant; or
b) The Chairperson is absent or unable or unwilling to perform the functions of Chairperson.

Meeting Frequency

Unless agreed otherwise, VROC meetings will be convened quarterly.

Role of Great Southern VROC Members

a. Achievement of the Great Southern VROC purpose;
b. Setting the strategic direction of the Great Southern VROC and its management;
c. Work cooperatively with other members;
d. Support the involvement of CEOs;
e. Promote the Great Southern VROC;
f. Represent the interests of the electors and residents of the Region;
g. Facilitate communication between the community of the Region and Great Southern VROC;
h. Participate in Great Southern VROC 's decision-making processes;
i. Represent and undertake authorised actions on behalf of Great Southern VROC.

Role of the Great Southern VROC Executive

The role of the Great Southern Executive (CEOs) is to:

a. Assist in the achievement of the Great Southern VROC purpose;
b. Assist in the strategic direction of the Great Southern VROC and its management;
c. Identify opportunities and advocacy for the Great Southern VROC;
d. Participate in Great Southern VROC 's decision-making processes at Executive meetings of the Great Southern VROC;
e. Represent and undertakes actions as directed by the Great Southern VROC;
f. Assist to ensure the advice and information is available to the Great Southern VROC so that informed decisions can be made;
g. Perform such other functions as are given by the Great Southern VROC.

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Appointment and Role of the Great Southern VROC Executive Officer

By agreement, Members may employ or contract an Executive Officer or instruct the Host Local Government to employ or contract an Executive Officer, to perform the following functions;

a. Prepare an annual budget and work program for approval by the Members;
b. Assist in implementing the work program;
c. Periodically review and refresh the Great Southern VROC Strategic Plan;
d. Report on implementation of the work program to each Great Southern VROC meeting;
e. Action Great Southern VROC and Great Southern VROC Executive decisions;
f. Keep the accounts of the Great Southern VROC in order and receive all monies;
g. Adhere to all financial and legal responsibilities;
h. Maintain custody of all books, documents, records and registers of the Great Southern VROC;
i. Compile agendas, minutes, grant applications, discussion papers, project plans (including implementation)
j. Foster partnerships;
k. Undertake regular communication within the Great Southern VROC and with key stakeholders;
l. Undertake any other function as specified or directed by the Great Southern VROC Council, Chairperson or Host Local Government CEO.

If an Executive Officer is not employed or contracted either by the Members or through the Host Local Government, the Executive Offer functions listed above, will become the responsibility of the Host Local Government CEO.

Host Local Government

The Host Local Government is the local government from which the Chairperson originates.

Host Local Government Obligations

In addition to providing the Executive Officer services, if requested by Members the Host Local Government will also;

- through the Host Local Government CEO, assume line management of an employed or contracted Executive Officer.
- prepare and maintain policies for managing the financial affairs of the Great Southern VROC including banking and audit arrangements.
- apply for an Australian Business Number (ABN) and open a bank account in the Great Southern VROC's name.
- apply for and manage receipt of grant or debt funding to support initiatives of the Great Southern VROC.
- be accountable to the Members and meet all auditing requirements for any money received and paid in relation to the Great Southern VROC.
- not terminate the Executive Officer without the approval of Members. For the purposes of this clause, 'approval' means a majority decision of Great Southern VROC Members.

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FINANCIAL CONTRIBUTIONS

Annual Contributions

Participating Local Governments may be required to make an annual financial contribution towards the operations of Great Southern VROC (Annual Operating Contribution), subject to a determination of Members. The contribution from a Band 3 Participating Local Government may be different to a Band 4 local government.

In addition, Participating Local Governments may also be requested to contribute to Great Southern VROC special projects or initiatives.

Special Project implementation is to be supported by a Project Plan and Life of Project Budget.

Participating Local Governments may opt in to the funding of a Special Project but once opted in cannot withdraw until the Project is wound up by an absolute majority decision of the Great Southern VROC.

Financial Management

By agreement of the Members the Great Southern VROC may apply for an Australian Business Number (ABN) and open a bank account to receive membership and special project fees.

Prior to opening a bank account, procedures for how the account will operate, including the requirement for audit, must be agreed by the Members.

The Annual Operating Contribution and any Special Project contributions shall be paid by each Participating Local Government in the manner determined by Great Southern VROC.

Winding Up of Great Southern VROC Project

The Great Southern VROC may resolve to wind up a Project. An absolute majority vote will be required by the Great Southern VROC to resolve to wind up any Project.

Division of Assets

If a Project is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of the Project then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the Project Participants in the proportions referred to in the Project Plan.

This Division of Assets shall not apply where the Project Participant advises the Great Southern VROC that a realisation of the property and assets is not necessary.

Division of Liabilities

If a Project is to be wound up and there remains any liability or debt in excess of the realised property and assets of the Project, then the liability or debt is to be met by the Project Participants in the proportions referred to in the Project Plan & Budget.

Indemnification by Project Participants of Great Southern VROC

If a Project is wound up, then the Project Participants shall indemnify Great Southern VROC (in the proportions referred to in the original plan) with respect to that liability or debt.

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TERM AND TERMINATION

Winding up by Agreement

The Members may, by agreement, wind up Great Southern VROC.

Extension of Agreement

The Members may, by agreement, extend the term of the Great Southern VROC MOU.

Term of Agreement

Unless otherwise wound up or extended, this Agreement will terminate on 31 October 2029.

Division of assets

If Great Southern VROC is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of Great Southern VROC then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among each of the Participating Local Governments in proportion to their relative contribution to the assets of the Great Southern VROC.

Division of liabilities

If Great Southern VROC is wound up and there remains any liability or debt in excess of the realised property and assets, then the liability or debt is to be met by each of the Participating Local Governments in proportion to their relative contribution to the assets of the Great Southern VROC.

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WITHDRAWAL OF A PARTICIPATING LOCAL GOVERNMENT

Withdrawal

If, during the Term of this Agreement, Members resolve to apply an Annual Operating Contribution and the amount each Participating Local Government will pay, the minimum term of membership will be from the date this Annual Operating Contribution is payable to the expiry of this MOU on 31 October 2029. No withdrawal can take place during this period.

In this scenario, if a Participating Local Government intends to withdraw on 31 October 2029, they must give at least 6 months notice advising the Great Southern VROC of their intent to withdraw from the Great Southern VROC.

If during the Term, Members do not resolve to apply an Annual Operating Contribution, a Participating Local Government may withdraw at any time by giving 6 months notice to the Great Southern VROC.

Member Reinstatement

The Great Southern VROC may reinstate by absolute majority the membership of a former Participating Local Government once they have cleared all debts owed to the Great Southern VROC.

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Entitlement or Liability of Withdrawing Participating Local Government

As soon as practicable following withdrawal taking effect, Great Southern VROC shall;

a) distribute to the withdrawing Participating Local Government an amount equal to the proceeds and any surplus funds which would have been payable to the Participating Local Government if Great Southern VROC was wound up on the withdrawal date; or

b) be entitled to recover from the withdrawing Local Government an amount equal to the liability or debt which would be payable by the withdrawing Local Government if the Great Southern VROC was wound up on the withdrawal date.

Participants May be Required to Pay Distribution

If the Great Southern VROC is unable to meet the distribution from funds on hand then, unless the Great Southern VROC decides otherwise, the Participants (other than the Participant that has withdrawn) shall pay the distribution in the proportions equal to their respective equities in the Great Southern VROC.

ADMITTING NEW MEMBERS

Prospective new members may be admitted by a decision of the Great Southern VROC and shall be required to contribute to Great Southern VROC a sum determined by the Great Southern VROC that is described as “the entry sum” and in addition a sum equal to the current year’s contribution schedule or such other sum agreed to by the Great Southern VROC.

BORROWINGS

Great Southern VROC is not permitted to borrow funds.

DISPUTE RESOLUTION

Dispute

In the event of any dispute or difference (‘dispute’) arising between a Participating Local Government and Great Southern VROC or any of them at any time as to any matter or thing arising under or in connection with this Memorandum of Understanding, then a Participating Local Government or Great Southern VROC may give to the other Participants and Great Southern VROC (as the case may be) notice in writing (‘dispute notice’) adequately identifying the matters, the subject of the dispute, and the giving of the dispute notice shall be a condition precedent to the commencement by any Participating Local Government or Great Southern VROC of proceedings (whether by way of litigation or arbitration) with regard to the dispute as identified in the dispute notice.

Arbitration

At the expiration of 25 business days from the date of sending the dispute notice, the Participating Local Government or Great Southern VROC giving the dispute notice may

notify the others in writing (’arbitration notice’) that it requires the dispute to be referred to arbitration and the dispute (unless meanwhile settled) shall upon receipt of the arbitration notice by the recipients then be and is hereby referred to arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985.

Legal Representation

For the purposes of the Commercial Arbitration Act 1985, the Participating Local Government consent to each other and to Great Southern VROC being legally represented at any such arbitration.

INTERPRETATION

i. In this Memorandum of Understanding unless the context requires otherwise:

ii. Words importing the singular include the plural and vice versa;

iii. Words importing any gender include the other gender;

iv. References to persons include corporations and bodies politic;

v. References to a person include the legal personal representatives, successors and assigns of that person;

vi. A reference to a statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);

vii. References to this or any other document include the document as varied or replaced, and not withstanding any change in the identity of the parties;

viii. References to writing include any mode of representing or reproducing words in tangible and permanently visible form, including confirmed facsimile transmission and email with receipt confirmation;

ix. An obligation of two or more parties shall bind them jointly and severally;

x. If a word or phrase is defined cognate words and phrases have corresponding definitions;

xi. An obligation incurred in favour of two or more parties shall be enforceable by them jointly and severally;

xii. Reference to anything (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them;

AMENDMENT TO MEMORANDUM OF AGREEMENT

The Members may amend this Memorandum of Understanding by absolute majority.

DRAFT

EXECUTED by the Parties on……

Executed for and on behalf of the Shire of ……
Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____
Chief Executive Officer

Executed for and on behalf of the Shire of ……
Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____
Chief Executive Officer

Executed for and on behalf of the Shire of ……
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_____
President

_____

Chief Executive Officer

DRAFT

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President

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_____
President

_____
Chief Executive Officer

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Pursuant to section 9.49(A) of the *Local Government Act 1995*

_____
President

_____
Chief Executive Officer

DRAFT

Draft July 2024

Great Southern Alliance(GSA)

Strategic Directions 2024-2028

"Collaborate to Create Value"

Strategic Directions 2024-2028

Purpose of GSA

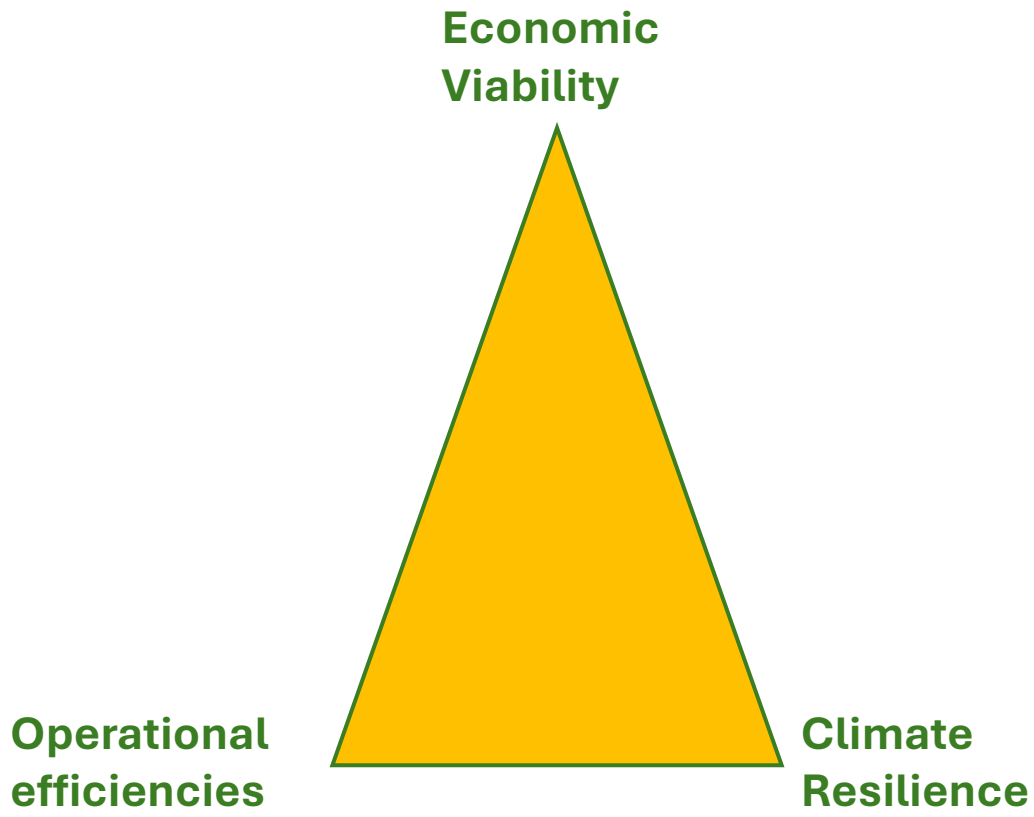
The purpose of GSA defines our reason for being, the services and product we provide.
The purpose of GSA is:

Collaborate To Create Value

Challenges in the Environment

- Competing in-house priorities and demands, and limited resources (e.g. no GSA Executive Officer).
- Escalating costs and budgetary constraints.
- Alignment of individual Shire priorities.

Our Strategic Priorities



Purpose and Values

Organisational purpose (mission) is the basis and foundation to all work.

GSA's purpose is to help improve the operations of individual Shire's through the creation of synergies.

GSA's purpose: Collaborate to create value

The values of GSA are how we want to be, our behaviours and attitudes as we strive to achieve our vision.

VALUES OF GSA

Driving Values

- Think regionally
- Innovate

Supporting Values

- Respect
- Collaborate

GSA Strategic Priorities

1. Economic viability (of our communities)

1.1 Undertake economic development study

1.2 Participate in the GSDC housing study

GSA has defined these three strategic objectives and ten actions as important to achieve during 2024-2028

2. Operational efficiencies

2.1 Undertake a gap analysis

2.2 Develop a planning framework

3. Climate resilience

3.1 Develop policies

3.1.1 Windfarms

3.1.2 Waste management

3.1.3 Water management

3.1.4 Tree canopy

3.1.5 Decarbonisation

Great Southern Local Government Meeting

Meeting Monday 19 May 2025

Pioneer Room – Katanning Leisure Centre

Chair, Kristy D'Aprile opened the meeting at 2.02pm

1. Attendance & Apologies

Attendees

Roger Bilney - Kojonup	Len Handasyde - Plantagenet	Linda Gray - Cranbrook
Grant Thompson - Kojonup	Ken Clements - Plantagenet	Kate O'Keeffe - Gnowangerup
Dale Douglas - Woodanilling	Julian Murphy - Plantagenet	Rebecca O'Meehan – Gnowangerup
Anika Serer - Woodanilling	Michael White - BHT	David Nicholson – Gnowangerup
Kate Johnston - Kent	Karen Callaghan - BHT	Kristie D'Aprile - Katanning
Christie Smith - Kent	George Pollard - Cranbrook	Peter Klein - Katanning

Apologies: Nil

2. Minutes

Minutes of the meeting held on 4 March 2025, in Cranbrook were circulated with the Agenda papers.

Recommendation

The minutes of the meeting held on 4 March 2025 be received as a true and correct record of proceedings.

Moved: Michael White
Seconded: Kate O'Keeffe
Carried 8/0

3. Great Southern VROC – Strategic Plan

During the February meeting, the Local Government representatives in attendance did not endorse either the draft strategic plan, as presented or the CEO's proposed priority actions.

The discussion outcome was for each individual participant to take the draft strategic plan/s back to their respective Council for consideration and to prioritise actions to support the establishment of a future work program for the Great Southern VROC.

The draft Strategic Plan was amended to incorporate comments from the February meeting and this document was presented to the May meeting but again failed to achieve endorsements of the local government representatives, in attendance.

Action:

a) **The initial draft strategic plan be recirculated to participants.**
b) **This plan will be presented for consideration to the August meeting.**

4. Water for Future Project

The scope for this project was attached to the agenda. In respect to the project the following was noted;

- This project will see the development of individual integrated non-potable water strategies for each of the 8 Inland Great Southern Local Governments.
- One consultant is to be procured by the GS Development Commission to work with each Shire to develop their non-potable water strategy.
- Each Shire Water Strategy will have the following minimum outputs:
  a) Water Audit
  b) Water Demand Modelling
  c) Identification of initiatives to address any supply gaps.
- If the quotes for delivering this scope exceed the $160k available, the Project Working Group will need to either reduce the above scope to meet the funds available or invite shires to co-contribute to meet any funding shortfall.

Action: Noted

5. Ban of Live Sheep Exports by Sea

a) Advocacy Position

Local government representatives repeated concerns about the banning of the live sheep export industry by sea which comes into effect on 1 May 2025.

Representatives noted that the Australian Local Government Association's National General Assembly is being held in Canberra on 24-27 June 2025 and that this presents an opportunity to meet with Federal Government ministers to voice our position on this ban.

It was noted that the local governments of Albany, Plantagenet and Gnowangerup were committed to attending the ALGA meeting.

Recommendation
Great Southern VROC opposes the Federal Government's decision to end the live export of sheep by sea from 1 May 2028 and that we will continue to advocate in the best interests of our communities.

Moved	Michael White
Seconded	Len Handasyde
Carried	8/0

b) Transition Package

The Federal Government's $139.7M transition package was discussed and it was noted that only $1.5M was allocated for distribution under the Community Wellbeing element of this package.

Recommendation
That representatives of Great Southern local governments meet with the Transition Advocate Dr Chris Rodwell to highlight how losing the live sheep export trade will impact on our communities and to seek assurance that meaningful support will be provided under the Federal Government's Transition Package.

Moved	Len Handasyde
Seconded	Dale Douglas
Carried	8/0

Action:

a) **Shire of Katanning to arrange a meeting with the Advocate, at the earliest opportunity.**
b) **Circulate meeting date & time and invite Great Southern local governments to nominate a representative to attend this meeting.**
c) **Local governments to forward their questions for the Advocate to Peter Klein and this input will define target meeting outputs.**

6. Great Southern VROC – MOU

During the 4 March meeting it was agreed that a draft MOU be further considered by CEOs and presented to the next meeting for endorsement. The CEOs met to discuss the document circulated with the agenda and some further amendments were subsequently incorporated into the draft. An overview of the draft MOU was verbally presented to attendees.

The verbal overview is summarised in the following table;

#	Issue	Proposal
1	Name	Great Southern Regional Organisation of Councils
2	Delegate	Redefined as Member – term "Delegate" is removed from document
3	Participant	Redefined as "Participating Local Government"
4	Meeting attendance	A Participating Local Government is to appoint a voting Member and up to two deputy members. The Participating Local Government CEO is also expected to attend.
5	Votes	Each Participating Local Government via its voting Member has one vote.
6	Chair & Deputy	Elected by the members biennially at 1st meeting following LG election (absolute majority).
7	Term	The Chair and Deputy are appointed for a Term of Two years.
8	Chair maximum tenure	Two Terms (four years)
9	Executive Officer	Members may agree to employ or contract an EO, or instruct the Host LG to appoint an EO.
10	Host LG	Is the LG from which the Chairperson originates.
11	Executive Officer	If members resolve not to employ or contract an EO, the Host LG will be responsible for delivering the EO service.
12	Role of EO	Outlined in the MOU and now includes preparing an annual budget and work program, periodically reviewing the strategic plan & quarterly reporting against the work plan.
13	Role of Host LG	If requested, employ or contract the EO. Host LG CEO provides line management of EO. If requested, apply for an ABN and open a bank account on behalf of the GS ROC & draft financial policies for approval by Members and maintain these policies as necessary.
14	Financial contributions	The Great Southern VROC may resolve to require Participating LGs to make a financial contribution to its operation.
15	Funding share	A Band 3 local government may be requested to pay a higher annual operating contribution to Great Southern VROC than a Band 4 local government.
16	Specific project funding	The Great Southern VROC may resolve to require Participating LGs to make an additional financial contribution to a specific project.

#	Issue	Proposal
17	Winding up of a special project	Project plan and budget to determine Participant's financial contributions and on winding up the surplus be allocated and any outstanding debt paid, in proportion to the contributions outlined in the Project Plan & Budget.
18	Term of MOU	MOU termination by agreement and if not extended, will expire on 31 October 2029. This is to coincide with the LG election cycle.
19	Termination by a Participating LG	If Members resolve that an Annual Operating Contribution is payable, a Participating LG cannot withdraw until 31 October 2029.
20		If no Annual Operating Contribution is payable a participating LG can withdraw at any time with 6-months notice.
22	Termination by a Participating LG	Shall be reimbursed or contribute to any debt in proportion to relevant contribution.
23	New members	By Great Southern VROC resolution.
24	New member payments	In addition to the annual operating fee (if applicable) the Great Southern VROC may require a new member to pay an "entry fee".

Following discussion, it was agreed that the draft be amended as follows;

1. Add quarterly meeting frequency
2. Formal name to be Great Southern Voluntary Regional Organisations of Councils (Great Southern VROC)

Action

a) Local governments submit any final comment on the draft MOU to Peter Klein, by Friday 30 May'25.
b) Revised MOU draft to be circulated on Monday 2 June.
c) Each local government participating in the 19 May'25 meeting are invited to determine if they agree to be a Participating Local Government based on the MOU terms to be circulated on 2 June'25.

7. Executive Officer - Appointment

A draft contract for Executive Officer services and an estimated cost of engagement were presented with the agenda.

The meeting noted the broad alignment of objectives between the Great Southern VROC draft Strategic Plan and the Inland Drought Resilience Plan. Due to this alignment the Great Southern Development Commission GSDC has agreed to allocate the $42,000 from their Inland Great Southern Drought Resilience Implementation Plan Budget to help fund the cost of contracting an Executive Officer, in 2025 to promote the interests of the Great Southern VROC while assisting with the implementation of Inland Great Southern drought initiatives.

The meeting was advised that the Drought Resilience Project has kicked-off and the GSDC is required to acquit the funds by the end of this calendar year. This means there is some time pressure for the appointment of the executive officer.

Given the Great Southern VROC MOU has not yet been endorsed, there was general agreement that the organisation was in no position to enter an arrangement with GSDC for the $42,000 or to appoint an executive officer. The meeting did however, recognise the merit of an executive officer being available and that this could be achieved by the host local government executing the GSDC grant agreement and contracting an executive officer under the terms of the attached contract for executive officer services.

Recommendation

That the Great Southern VROC note;

a) the estimated cost of employing an executive officer to perform 615 hours of support per year and the consequential impact on a potential annual operating fee, and

b) the offer by the Great Southern Development Commission to provide $42,000 for the contracting of executive officer services to achieve objectives common to both the Great Southern VROC Strategic Plan and the Inland Great Southern Drought Resilience plan.

Moved: Roger Bilney Seconded: Kate O'Keeffe Carried 8/0

That the Shire of Katanning be appointed as the Host Local Government for the purpose of;

a) entering an MOU with GSDC for the receipt of grant funds which are to be allocated to the appointment of an executive officer who will be responsible for pursuing the objectives of the Great Southern VROC and Inland Great Southern Drought Resilience Plan; and

b) appointing the executive officer for a term that does not exceed the grant funds available.

Moved: Michael White
Seconded: Kate O'Keefe
Carried 8/0

Action:
The longer-term engagement of an executive officer directly to the Great Southern VROC, will be presented for consideration to the August Great Southern VROC meeting.

8. Other Business

a) Great Southern Worker Housing Strategy

The meeting noted CEOs' frustration at;

a) delays to finalizing the GSDC coordinated Great Southern Worker Housing Strategy;
b) GSDC's proposal last week to include as partners to the strategy, Wagyl Kaip and Advance Housing (two community housing proponents). This frustration was based on their inclusion potentially detracting from our principal objective to deliver working housing; and
c) GSDC's announcement that once the plan was endorsed, that Great Southern local governments would be responsible for coordinating business case development and grant applications without GSDC support.

Prior to the working group's most recent meeting, the eleven Great Southern local governments all understood that GSDC would coordinate and sponsor the drafting of business cases and grant applications, as occurred in the Wheatbelt, prior to the 2025 State Government election.

Action

a) discuss this arrangement with GSDC CEO;
b) if necessary, meet with Minister for the Great Southern, Reece Whitby, to encourage more direct support from GSDC re business case and grant application development.

b) Audit Committee Membership

Attendees were reminded that new legislation came into effect on 7 December 2024, requiring presiding and deputy presiding members of all committees established under the LG Act to be appointed by the Council, not elected by the committee membership.

The LG Act at Clause 67 of Schedule 9.3, requires all local governments to enact this change by 1 July 2025.

Action – Noted.

9. Next Meetings

- **Monday 4 August 2025 at Mount Barker**
- **Monday 3 November at Gnowangerup**

19 May 2025